



## Ordinary Meeting of Council

# AGENDA

to be held on  
**Thursday, 19 March 2020**  
at **6:00pm**, at the  
EMRC Administration Office  
1<sup>st</sup> Floor, 226 Great Eastern Highway  
BELMONT WA 6104

Meeting Room: Council Chambers

\*\*\* Please note that a meal will be provided \*\*\*

**EASTERN METROPOLITAN REGIONAL COUNCIL  
ORDINARY MEETING OF COUNCIL**

**NOTICE OF MEETING**

Dear Councillors

I wish to advise that an Ordinary Meeting of Council will be held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 19 March 2020**, commencing at **6:00pm**.



**MARCUS GEISLER**  
Chief Executive Officer

13 March 2020

**Please Note**

If any Councillor/officer has a **query regarding a report item** or requires additional information in relation to a report item, please **contact the responsible Officer (SOURCE OF REPORT)** prior to the meeting.

**EMRC Council Members**

Cr Jai Wilson ( <b>Chairman</b> )	EMRC Member	Town of Bassendean
Cr Doug Jeans ( <b>Deputy Chairman</b> )	EMRC Member	Shire of Mundaring
Cr Kathryn Hamilton	EMRC Member	Town of Bassendean
Cr Lorna Clarke	EMRC Member	City of Bayswater
Cr Giorgia Johnson	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Steve Wolff	EMRC Member	City of Belmont
Cr Lesley Boyd	EMRC Member	City of Kalamunda
Cr Dylan O'Connor	EMRC Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr Mel Congerton	EMRC Member	City of Swan
Cr Charlie Zannino	EMRC Member	City of Swan

**EMRC Council Deputies**

Cr Hilary MacWilliam	EMRC Deputy Member	Town of Bassendean
Cr Filomena Piffaretti	EMRC Deputy Member	City of Bayswater
Cr Phil Marks	EMRC Deputy Member	City of Belmont
Cr Cameron Blair	EMRC Deputy Member	City of Kalamunda
Cr Amy Collins	EMRC Deputy Member	Shire of Mundaring
Cr Ian Johnson	EMRC Deputy Member	City of Swan

# ORDINARY MEETING OF COUNCIL

## AGENDA

19 March 2020

(REF: D2020/01063)

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**1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

**2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

**Leave of Absence Previously Approved**

*Cr Hamilton, (from 19/03/2020 to 21/03/2020 inclusive)*

*Cr Clarke, (from 19/03/2020 to 22/03/2020 inclusive)*

**3 DISCLOSURE OF INTERESTS**

**4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION**

**5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**6 PUBLIC QUESTION TIME**

**7 APPLICATIONS FOR LEAVE OF ABSENCE**

**8 PETITIONS, DEPUTATIONS AND PRESENTATIONS**

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## **9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 20 FEBRUARY 2020**

That the minutes of the Ordinary Meeting of Council held on 20 February 2020 which have been distributed, be confirmed.

### **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

## **10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

## **11 QUESTIONS BY MEMBERS WITHOUT NOTICE**

## **12 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC**

NOTE: Section 5.23(2) of the *Local Government Act 1995*, details a number of matters upon which Council may discuss and make decisions without members of the public being present. These matters include: matters affecting employees; personal affairs of any person; contractual matters; legal advice; commercial-in-confidence matters; security matters; among others.

The following report items are covered in Section 19 of this agenda:

### **12.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES**

SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS

### **12.2 ITEM 15.2 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES**

CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2020

## **13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING**

Nil

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## **14      REPORTS OF EMPLOYEES**

- Item 14.1      LIST OF ACCOUNTS PAID DURING THE MONTH OF JANUARY 2020
- Item 14.2      FINANCIAL REPORT FOR PERIOD ENDED 31 JANUARY 2020
- Item 14.3      MANAGEMENT OF AGENDAS AND MINUTES
- Item 14.4      AUDIO RECORDING OF COUNCIL AND COMMITTEE MEETINGS
- Item 14.5      ITEMS CONTAINED IN THE INFORMATION BULLETIN

## **QUESTIONS**

The Chairman invites questions from members on the reports of employees.

## **RECOMMENDATION(S)**

That with the exception of items ....., which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Reports of Employees (Section 14).

## **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR



## 14 REPORTS OF EMPLOYEES

### 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF JANUARY 2020

REFERENCE: D2019/04645

#### PURPOSE OF REPORT

The purpose of this report is to present to Council a list of accounts paid under the Chief Executive Officer's delegated authority during the month of January 2020 for noting.

#### KEY POINTS AND RECOMMENDATION(S)

- As per the requirements of regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, the list of accounts paid during the month of January 2020 is provided for noting.

##### Recommendation(s)

That Council notes the CEO's list of accounts for January 2020 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$11,320,209.95

#### SOURCE OF REPORT

Chief Financial Officer

#### BACKGROUND

Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from the Municipal Fund and Trust Fund. In accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is to be provided to Council, where such delegation is made.





*Item 14.1 continued*

**REPORT**

The table below summarises the payments drawn on the funds during the month of January 2020. A list detailing the payments made is appended as an attachment to this report.

<b>Municipal Fund</b>	EFT Payments	EFT43353 – EFT43569	
	Cheque Payments	220477– 220482	
	Payroll EFT	PAY 2020-14 & PAY 2020-15	
	Direct Debits		
	- Superannuation	DD19533.1 – DD19533.24, DD19534.1 – DD19534.24, DD19663.1 – DD19663.25 & DD19664.1 – DD19664.25	
	- Bank Charges	1*JAN20	
	- Other	1648 – 1664	\$11,320,209.95
	<b>Less</b> Cancelled EFT's & Cheques		Nil
<b>Trust Fund</b>	Not Applicable		Nil
<b>Total</b>			<b>\$11,320,209.95</b>

<b>Summary of Expenditure for the Month of January 2020</b>	
Payroll	\$622,062.54
Term Deposit Investments	\$4,000,000.00
Capital Expenditure	\$1,403,614.27
Operating Expenditure	
- Landfill Levy *	\$4,124,335.71
- Other	\$1,170,197.43
<b>Total</b>	<b>\$11,320,209.95</b>

\* Note: The Landfill Levy is paid quarterly in July, October, January and April.



*Item 14.1 continued*

## **STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 3 – Good Governance

3.3 To provide responsible and accountable governance and management of the EMRC

3.4 To continue to improve financial and asset management practices

## **FINANCIAL IMPLICATIONS**

As contained within the report.

## **SUSTAINABILITY IMPLICATIONS**

Nil

## **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

## **ATTACHMENT(S)**

CEO's Delegated Payments List for the month of January 2020 (Ref: D2020/05036)

## **VOTING REQUIREMENT**

Simple Majority

## **RECOMMENDATION(S)**

That Council notes the CEO's list of accounts for January 2020 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$11,320,209.95.

## **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR



## Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF JANUARY 2020

Cheque / EFT No	Date	Payee		Amount
EFT43353	02/01/2020	ACCESS INDUSTRIAL TYRES PTY LTD	TYRE REPLACEMENT & REPAIR	1,003.76
EFT43354	02/01/2020	ADT SECURITY	SECURITY MONITORING & CALL OUT	712.98
EFT43355	02/01/2020	ADVANCED NATIONAL SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES - ASCOT PLACE	2,682.78
EFT43356	02/01/2020	AIR FILTER DRY CLEAN SYSTEMS WA	CLEAN & SERVICES FILTERS	1,004.48
EFT43357	02/01/2020	ALCOLIZER PTY LTD	SIX-MONTHLY CALIBRATION OF BREATH ANALYSERS	125.40
EFT43358	02/01/2020	ALLIGHTSYKES PTY LTD	SIX MONTHLY SERVICE - BACKUP GENERATOR AT ASCOT PLACE & PARTS	782.74
EFT43359	02/01/2020	ANALYTICAL REFERENCE LABORATORY (ARL)	SAMPLE TESTING - CITY OF CANNING	1,364.00
EFT43360	02/01/2020	ARMAGUARD (LINFOX ARMAGUARD PTY LTD)	COURIER SERVICE	345.99
EFT43361	02/01/2020	ASK WASTE MANAGEMENT PTY LTD	CONSULTANCY FEE - CDS	1,859.00
EFT43362	02/01/2020	AUSTRALIAN ASSOCIATION FOR ENVIRONMENTAL EDUCATION WA CHAPTER INC	STAFF TRAINING	92.40
EFT43363	02/01/2020	AUSTRALIAN HVAC SERVICES	AIRCONDITIONING MAINTENANCE	880.00
EFT43364	02/01/2020	AUSTRALIAN INSTITUTE OF MANAGEMENT - AIM	STAFF TRAINING	2,024.00
EFT43365	02/01/2020	AUSTRALIAN TRAINING MANAGEMENT PTY LTD (ATM)	STAFF TRAINING	265.00
EFT43366	02/01/2020	AUTOSWEEP WA (LAMBERT FAMILY TRUST)	SITE SWEEPING - HAZELMERE	2,464.00
EFT43367	02/01/2020	BEDROCK MINE MAINTENANCE SERVICES PTY LTD	PLANT MAINTENANCE	627.00
EFT43368	02/01/2020	BIN BATH AUSTRALIA PTY LTD	BIN CLEANING	124.08
EFT43369	02/01/2020	BLUE DIAMOND MACHINERY PTY LTD	PLANT PARTS	14,300.00
EFT43370	02/01/2020	BRIGHTMARK GROUP PTY LTD	CLEANING SERVICES & CONSUMABLES	2,828.59
EFT43371	02/01/2020	BRING COURIERS	COURIER SERVICE	286.99
EFT43372	02/01/2020	BUNNINGS GROUP LTD	HARDWARE SUPPLIES	427.27
EFT43373	02/01/2020	BURSWOOD TROPHIES	NAME PLATES & HONOUR BOARD	291.50
EFT43374	02/01/2020	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	COURIER SERVICE	663.17
EFT43375	02/01/2020	CHAPEL FARM	END OF YEAR VOLUTEER FUNCTION	897.00
EFT43376	02/01/2020	CHEMCENTRE	WOODCHIP & FINES SAMPLE MONITORING	90.20
EFT43377	02/01/2020	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	6,892.29
EFT43378	02/01/2020	COMMAND-A-COM AUSTRALIA PTY LTD	REPAIR PHONE SYSTEM	605.00
EFT43379	02/01/2020	COMPU-STOR	IT BACKUP DATA SERVICES	692.34
EFT43380	02/01/2020	CPR ELECTRICAL SERVICES	ELECTRICAL UPGRADES & SECURITY CAMERA INSTALLATIONS AT HAZELMERE SITE & RED HIL	22,083.60
EFT43381	02/01/2020	CSE CROSSCOM PTY LTD	TWO-WAY RADIO PURCHASES FOR RED HILL	1,800.63
EFT43382	02/01/2020	CUTTING EDGES REPLACEMENT PARTS PTY LTD	PLANT PARTS	2,699.78
EFT43383	02/01/2020	DATA 3 PERTH	SOFTWARE LICENCE ANNUAL RENEWAL	78,685.37
EFT43384	02/01/2020	DENSFORD CIVIL PTY LTD	SURVEY SERVICE FOR HAZELMERE	789.40
EFT43385	02/01/2020	DR JOHN HARLOCK	STAFF MEDICAL	591.00
EFT43386	02/01/2020	EFFICIENT REFRIGERATION & ENERGY SAVINGS PTY LTD	AIRCONDITIONING MAINTENANCE & REPAIR AT RED HILL AND PURCHASE OF AIRCONDITIONING UNITS FOR HAZELMERE WEIGHBRIDGE	4,707.76
EFT43387	02/01/2020	ELAN ENERGY MATRIX	TYRE DISPOSAL COSTS	628.30
EFT43388	02/01/2020	ELEMENT HYDROGRAPHIC SOLUTIONS	EQUIPMENT MAINTENANCE & SERVICE	308.00
EFT43389	02/01/2020	ENVIRONMENTAL & AIR QUALITY CONSULTING PTY LTD	CONSULTING FEE - FOGO ODOUR MANAGEMENT	940.50
EFT43390	02/01/2020	FILTERS PLUS	PLANT FILTERS	581.63
EFT43391	02/01/2020	FLEXI STAFF PTY LTD	LABOUR HIRE	16,095.76
EFT43392	02/01/2020	FRESH BOOST PTY LTD ATF BANDITS TRUST	STAFF AMENITIES	1,149.18
EFT43393	02/01/2020	GOODCHILD ENTERPRISES	BATTERY PURCHASE	167.20
EFT43394	02/01/2020	GREEN PROMOTIONS PTY LTD	NAME BADGES	493.46
EFT43395	02/01/2020	GREG WOOD TWISTECH	INSTALL TEMPORARY LITTER FENCE AROUND STAGE 15	3,729.00



## Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF JANUARY 2020

Cheque / EFT No	Date	Payee		Amount
EFT43396	02/01/2020	GROENEVELD AUSTRALIA P/L	PLANT PARTS	5,365.16
EFT43397	02/01/2020	HA HIRE	LINEN HIRE - COUNCIL MEETING	268.58
EFT43398	02/01/2020	HERBERT SMITH FREEHILLS	QUARTERLY LEGISLATIVE REVIEW MANUAL	2,530.00
EFT43399	02/01/2020	HIGHWAY MOTOR TRIMMERS	SHADE SAIL FOR GRINDER	2,447.28
EFT43400	02/01/2020	HIRE A HUBBY ASCOT	BUILDING MAINTENANCE - ASCOT PLACE	888.53
EFT43401	02/01/2020	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	PLANT SERVICE & MAINTENANCE	879.91
EFT43402	02/01/2020	HOSECO (WA) PTY LTD	PLANT PARTS	582.94
EFT43403	02/01/2020	ILLION AUSTRALIA PTY LTD ( DUN & BRADSTREET)	ONLINE CREDIT REFERENCE CHECKS	29.70
EFT43404	02/01/2020	INFRA RED SERVICES (CONSULQUAL PTY LTD)	BUILDING MAINTENANCE - TESTING ELECTRICAL EQUIPMENTS AT HAZELMERE WEIGHBRIDGE & HOUSE	1,567.39
EFT43405	02/01/2020	IPING PTY LTD	INTERNET SERVICE	1,128.80
EFT43406	02/01/2020	JCB CONSTRUCTION EQUIPMENT AUSTRALIA (CFC HOLDINGS-CEA; JCB CEA; DYNAPAC CEA)	PLANT SERVICE & MAINTENANCE	1,267.28
EFT43407	02/01/2020	JEM HEALTH (JEM MEDICAL PTY LTD)	HEALTH CHECKS FOR EMPLOYEES	1,194.42
EFT43408	02/01/2020	JJ RICHARDS & SONS P/L	PRODUCT TRANSPORTATION COST	2,595.00
EFT43409	02/01/2020	JWA LOCATING SERVICE	PROVIDE LOCATION SERVEY AT HAZELMERE	467.50
EFT43410	02/01/2020	K2 AUDIOVISUAL PTY LTD	EQUIPMENT PURCHASES	6,066.50
EFT43411	02/01/2020	KENNARDS HIRE	PLANT HIRE	1,834.00
EFT43412	02/01/2020	KOOL KREATIVE	EMRC FOGO RECOVERY STRATEGY DOCUMENT	1,078.00
EFT43413	02/01/2020	KOTT GUNNING LAWYERS	LEGAL ADVICE	19,097.76
EFT43414	02/01/2020	LABOURFORCE IMPEX PERSONNEL P/L	LABOUR HIRE	15,329.99
EFT43415	02/01/2020	LANDFILL GAS & POWER PTY LTD	ELECTRICITY CHARGES	24,870.27
EFT43416	02/01/2020	LO-GO APPOINTMENTS	LABOUR HIRE	8,390.20
EFT43417	02/01/2020	LUCID CONSULTING ENGINEERS (WA) PTY LTD	CONSULTING FEE - BUILDING BENCHMARKING	5,632.00
EFT43418	02/01/2020	MAIL PLUS PERTH	MAIL EXPENSES	369.60
EFT43419	02/01/2020	MAJOR MOTORS PTY LTD	PLANT PARTS	772.49
EFT43420	02/01/2020	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	3,663.96
EFT43421	02/01/2020	MARINE CHALLENGE PTY LTD T/AS PERFECT PROJECT PLANNING	CONSULTING FEE - WWtE	9,900.00
EFT43422	02/01/2020	MARKET CREATIONS PTY LTD	IT CONSULTING	1,905.75
EFT43423	02/01/2020	MARSMEN PLUMBING	BUIDLING MAINTENANCE AT ASCOT PLACE	1,894.20
EFT43424	02/01/2020	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE	115.65
EFT43425	02/01/2020	MIDWAY FORD (WA)	VEHICLE SERVICES	575.00
EFT43426	02/01/2020	MIKE RITCHIE AND ASSOCIATES PTY LTD T/AS MRA CONSULTING GROUP	CONSULTING FEE - FOGO	28,160.00
EFT43427	02/01/2020	MONADELPHOUS ENGINEERING ASSOCIATES PTY LTD	CONSULTING FEE - WWtE SUPERINTENDENT SERVICES	29,565.80
EFT43428	02/01/2020	MS GROUNDWATER MANAGEMENT	GROUNDWATER MONITORING COSTS - RED HILL	1,650.00
EFT43429	02/01/2020	MUCHEA TREE FARM	END OF YEAR VOLUTEER FUNCTION	258.50
EFT43430	02/01/2020	NEVERFAIL SPRINGWATER	BOTTLED WATER	413.40
EFT43431	02/01/2020	OFFICEWORKS	CERTIFICATE FRAMES	158.40
EFT43432	02/01/2020	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL	424.66
EFT43433	02/01/2020	PERTH AUTO ALLIANCE P/L T/A LYNFORD MOTORS	VEHICLE PURCHASES (x3)	118,317.13
EFT43434	02/01/2020	PETRO MIN ENGINEERS	CONSULTING FEE - WWtE	8,712.00
EFT43435	02/01/2020	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	HYDRAULIC HOSE SUPPLIES & REPAIRS	1,747.48
EFT43436	02/01/2020	PLASDENE GLASS-PAK PTY LTD	BATTERY COLLECTION PROGRAM MATERIALS	152.17
EFT43437	02/01/2020	PR POWER PTY LTD	PLANT PARTS	860.11
EFT43438	02/01/2020	PRESTIGE ALARMS	SECURITY EQUIPMENT MAINTENANCE AT RED HILL	954.00



## Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF JANUARY 2020

Cheque / EFT No	Date	Payee		Amount
EFT43439	02/01/2020	PROTECTOR FIRE SERVICES	FIRE FIGHTING EQUIPMENT MAINTENANCE AT RED HILL	1,942.49
EFT43440	02/01/2020	PRUDENTIAL INVESTMENT SERVICES CORP P/L	INVESTMENT ADVISORY SERVICES	1,959.65
EFT43441	02/01/2020	RANDSTAD PTY LTD	LABOUR HIRE	6,048.88
EFT43442	02/01/2020	RELATIONSHIPS AUSTRALIA WA INC	EAP - COUNSELLING FEES	495.00
EFT43443	02/01/2020	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF PAPER RECYCLABLES	11.55
EFT43444	02/01/2020	RICHGRO	MULCH ANALYSIS TO AUSTRALIAN STANDARDS & SOIL TESTING	1,419.00
EFT43445	02/01/2020	ROWE SCIENTIFIC PTY LTD	EQUIPMENT PURCHASE	625.28
EFT43446	02/01/2020	RUDD INDUSTRIAL AND FARM SUPPLIES	HARDWARE SUPPLIES	403.62
EFT43447	02/01/2020	SAFETY SIGNS SERVICE - BRADY AUSTRALIA PTY LTD T/AS	SIGNAGE	342.05
EFT43448	02/01/2020	SCADDEN UNITED PTY LTD T/A TONY SCADDEN DIESEL	PLANT SERVICE & MAINTENANCE	643.50
EFT43449	02/01/2020	SETON AUSTRALIA - BRADY AUSTRALIA PTY LTD T/AS	HARDWARE SUPPLIES	255.20
EFT43450	02/01/2020	SHERRIN RENTALS PTY LTD	PLANT HIRE - TRACK LOADER	102.85
EFT43451	02/01/2020	SHOWCASE CATERING	CATERING COSTS (VARIOUS MEETINGS)	4,776.50
EFT43452	02/01/2020	SIGN SUPERMARKET	SIGNAGE	180.00
EFT43453	02/01/2020	SNAP BELMONT (BELSNAP PTY LTD)	PRINTING COSTS - WORKSHOP WORK CARDS	412.08
EFT43454	02/01/2020	SONIC HEALTHPLUS PTY LTD	PRE-EMPLOYMENT MEDICAL	546.04
EFT43455	02/01/2020	SPUDS GARDENING SERVICES	GROUND MAINTENANCE, SITE REHABILITATION & WEED CONTROL - RED HILL	17,706.00
EFT43456	02/01/2020	ST JOHN AMBULANCE ASSOCIATION	STAFF TRAINING	49.00
EFT43457	02/01/2020	SWAN FIRE SERVICES	SERVICE MAINTENANCE - FIRE PROTECTION SYSTEM	173.80
EFT43458	02/01/2020	SWAN LOCK SERVICE PTY LTD	LOCK SUPPLIES TO HAZELMERE & NEW SAFE FOR HAZELMERE WEIGHBRIDGE	2,253.00
EFT43459	02/01/2020	TALIS CONSULTANTS	CONSULTING FEE - VARIOUS PROJECTS FOR RED HILL AND HAZELMERE SITES	26,869.33
EFT43460	02/01/2020	TENDERLINK	ADVERTISING COSTS - TENDER	172.70
EFT43461	02/01/2020	THE WATERSHED	SUPPLY FLOATING EVAPORATORS , PUMPS & OTHER FITTINGS TO RED HILL	142,028.69
EFT43462	02/01/2020	TIM DAVIES LANDSCAPING PTY LTD (TDL)	GARDEN MAINTENANCE ASCOT PLACE	1,778.04
EFT43463	02/01/2020	TJ DEPIAZZI & SONS	PRODUCT TRANSPORTATION COSTS	11,661.65
EFT43464	02/01/2020	TOOLMART AUSTRALIA PTY LTD	HARDWARE SUPPLIES	59.95
EFT43465	02/01/2020	TOTAL TOOLS MIDLAND	HARDWARE SUPPLIES	238.00
EFT43466	02/01/2020	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING	1,157.95
EFT43467	02/01/2020	TYREPOWER MUNDARING	TYRE REPLACEMENT & REPAIR	664.00
EFT43468	02/01/2020	UNITED CRANE SERVICES PTY LTD	RELOCATE BORE WATER TANK AT HAZELMERE	539.00
EFT43469	02/01/2020	VOLICH WASTE CONTRACTORS PTY LTD	BULK BIN HIRE	44.00
EFT43470	02/01/2020	WA HINO SALES AND SERVICE	PLANT SERVICE & MAINTENANCE	3,192.70
EFT43471	02/01/2020	WA MACHINERY GLASS	PLANT REPAIR	462.00
EFT43472	02/01/2020	WATERLOGIC AUSTRALIA PTY LTD	EQUIPMENT RENTAL	519.31
EFT43473	02/01/2020	WEST TIP WASTE CONTROL	PRODUCT TRANSPORTING COSTS	2,799.50
EFT43474	02/01/2020	WESTERN MAZE T/A WESTERN EDUCTING SERVICE	DUST EXTRACTION UNIT MAINTENANCE - GRINDER	610.50
EFT43475	02/01/2020	WESTRAC EQUIPMENT PTY LTD	PLANT SERVICE AGREEMENT & PLANT PARTS & REPAIRS	3,064.05
EFT43476	02/01/2020	WINC AUSTRALIA PTY LTD	STATIONERY & CONSUMABLES	1,491.94
EFT43477	02/01/2020	WORK CLOBBER	PROTECTIVE CLOTHING	214.15
EFT43478	02/01/2020	WORK HEALTH PROFESSIONALS PTY LTD	NOISE SURVEY AT HAZELMERE	1,270.50
EFT43479	02/01/2020	WREN OIL	WASTE OIL REMOVAL	49.50
EFT43480	02/01/2020	YEOMAN PTY LTD ATF THE RJ ROHRLACH FAMILY TRUST	CONSULTING FEES - EAST ROCKINGHAM RRP	886.60
EFT43481	02/01/2020	CHILD SUPPORT	EMPLOYEE DEDUCTION	601.19



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EFT43482	02/01/2020	CIRCULAR ECONOMY ALLIANCE AUSTRALIA P/L	STAFF TRAINING	5,235.00
EFT43483	02/01/2020	KLB SYSTEMS	PRINTER & PRINTER CONSUMABLES	2,233.00
EFT43484	02/01/2020	PACE PAINTING - TONY PACE	BUILDING MAINTNENANCE AT ASCOT PLACE	1,200.00
EFT43485	02/01/2020	PAYG PAYMENTS	PAYG TAXATION PAYMENT	80,580.31
EFT43486	02/01/2020	SYSTEMS EDGE MANAGEMENT SERVICES P/T T/A PRACSYS	CONSULTANCY FEE - ATTRACTING BUSINESS INVESMENT IN PERTH'S EASTERN REGION	8,745.00
EFT43487	07/01/2020	CHARLIE ZANNINO	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43488	07/01/2020	CITY OF COCKBURN	PLANT PURCHASE - TROMMEL FOR RED HILL	319,000.00
EFT43489	07/01/2020	CPR ELECTRICAL SERVICES	ELECTRICAL MAINTENANCE - GRINDER	2,659.25
EFT43490	07/01/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	HAZELMERE - LICENCE AMENDMENT	306.00
EFT43491	07/01/2020	DOUG JEANS	QUARTERLY COUNCILLORS PAYMENT	3,893.94
EFT43492	07/01/2020	DYLAN O'CONNOR	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43493	07/01/2020	FILOMENA PIFFARETTI	COUNCILLORS ATTENDANCE FEE	238.00
EFT43494	07/01/2020	FOSTER PLUMBING AND GAS	PLUMBING WORKS AT HAZELMERE - WWtE	16,096.96
EFT43495	07/01/2020	IAN JOHNSON	COUNCILLORS ATTENDANCE FEE	238.00
EFT43496	07/01/2020	JAI WILSON	QUARTERLY COUNCILLORS PAYMENT	8,975.50
EFT43497	07/01/2020	JANET POWELL	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43498	07/01/2020	JOHN DAW	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43499	07/01/2020	KATHRYN HAMILTON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43500	07/01/2020	LESLEY BOYD	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43501	07/01/2020	LORNA CLARKE	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43502	07/01/2020	MEL CONGERTON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43503	07/01/2020	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - RED HILL	352.00
EFT43504	07/01/2020	STEPHEN K WOLFF	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43505	07/01/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	368.36
EFT43506	10/01/2020	CHILD SUPPORT	EMPLOYEE DEDUCTION	757.06
EFT43507	10/01/2020	CR GIORGIA JOHNSON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT43508	10/01/2020	FOSTER PLUMBING AND GAS	INSTALL WASTEWATER PUMPING TANK AT HAZELMERE	1,925.00
EFT43509	10/01/2020	JBS&G AUSTRALIA P/L T/A STRATEGEN JBS&G	CONSULTING FEE - LIQUID WASTE & WWtE	5,500.00
EFT43510	10/01/2020	SEEK LIMITED	ADVERTISEMENT - RECRUITMENT	2,530.00
EFT43511	10/01/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	493.33
EFT43512	14/01/2020	AIR FILTER DRY CLEAN SYSTEMS WA	CLEAN & SERVICES FILTERS	256.85
EFT43513	14/01/2020	CITY OF BELMONT	COUNCIL RATES - INSTALMENT	2,729.55
EFT43514	14/01/2020	FOSTER PLUMBING AND GAS	PLUMBING WORKS AT HAZELMERE - WWtE	7,157.04
EFT43515	14/01/2020	MARKETFORCE	MARKETING MATERIALS - NBN FORUM & VARIOUS NOTICES	1,467.97
EFT43516	14/01/2020	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	2,607.85
EFT43517	14/01/2020	PAYG PAYMENTS	PAYG TAXATION PAYMENT	77,462.00
EFT43518	14/01/2020	WESFARMER KLEENHEAT GAS PTY LTD	PURCHASE OF GAS BOTTLES FOR RED HILL	326.70
EFT43519	14/01/2020	YOGA BY LAUREN CATALANO	STAFF HEALTH PROMOTION	270.00
EFT43520	17/01/2020	ANALYTICAL REFERENCE LABORATORY (ARL)	WATER MONITORING FOR HRRP & RED HILL	23,784.20
EFT43521	17/01/2020	BP AUSTRALIA PTY LTD (A/C 50209244 )	FUEL PURCHASES	63,893.59
EFT43522	17/01/2020	CARPENTRY, HOUSE AND YARD MAINTENANCE	RED HILL WORKSHOP - MAINTENANCE	1,280.00
EFT43523	17/01/2020	CAVERSHAM HOUSE	VENUE HIRE & CATERING COST - STAFF FUCNTION	1,000.00
EFT43524	17/01/2020	CITY OF SWAN	COUNCIL RATES - HAZELMERE	133,161.35



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EFT43525	17/01/2020	KAREN WARNER	END OF YEAR VOLUTEER FUNCTION VOUCHER	250.00
EFT43526	17/01/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	240.49
EFT43527	20/01/2020	MODA ENGINEERING PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	53,361.00
EFT43528	21/01/2020	DEPUTY COMMISSIONER OF TAXATION	GST PAYMENT	185,015.00
EFT43529	21/01/2020	KOTT GUNNING LAWYERS	DEED PREPARATION - FOGO PROJECT	4,932.40
EFT43530	21/01/2020	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	966.53
EFT43531	22/01/2020	EES SHIPPING PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,014.39
EFT43532	24/01/2020	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	4,894.85
EFT43533	24/01/2020	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	5,089.54
EFT43534	24/01/2020	CHILD SUPPORT	EMPLOYEE DEDUCTION	757.06
EFT43535	24/01/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	QUARTERLY LANDFILL LEVY	4,124,335.71
EFT43536	24/01/2020	HAYS SPECIALIST RECRUITMENT	LABOUR HIRE	31,869.35
EFT43537	24/01/2020	SPUDS GARDENING SERVICES	GROUND MAINTENANCE, SITE REHABILITATION & WEED CONTROL - RED HILL	14,668.00
EFT43538	28/01/2020	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	8,382.49
EFT43539	28/01/2020	INSTITUTE OF PUBLIC WORKS ENGINEERING AUST T/A IPWEA-WA DIVISION	CORPORATE MEMBERSHIP RENEWAL	990.00
EFT43540	28/01/2020	IONATA DIGITAL	WEBSITE HOSTING FEE - HEALTHY WILDLIFE	1,650.00
EFT43541	28/01/2020	PAYG PAYMENTS	PAYG TAXATION PAYMENT	84,572.00
EFT43542	28/01/2020	PERTH ENERGY PTY LTD	GAS SUPPLY - WWtE	162.49
EFT43543	28/01/2020	SPARTEL PTY LTD	CONSULTANCY - OPERATIONAL ODOUR MANAGEMENT	3,850.00
EFT43544	28/01/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	5,455.13
EFT43545	31/01/2020	ADELAIDE SCAFFOLD SOLUTIONS PTY LTD (OLDFIELDS ADVANCE SCAFFOLD)	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	3,738.46
EFT43546	31/01/2020	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	2,544.77
EFT43547	31/01/2020	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	171.27
EFT43548	31/01/2020	BLACKWOODS CANNINGVALE	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	816.35
EFT43549	31/01/2020	CHALLENGER VALVES AND ACTUATORS	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	235.40
EFT43550	31/01/2020	CITY OF CANNING	SPONSORSHIP - CHANGING YOUR WORLD CONFERENCE & FAIR	5,500.00
EFT43551	31/01/2020	ECO PALLETS	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	174.90
EFT43552	31/01/2020	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES	562.64
EFT43553	31/01/2020	IBEX AUSTRALIA	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	2,310.29
EFT43554	31/01/2020	ITT BLAKERS PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	2,677.40
EFT43555	31/01/2020	KLINGER LIMITED	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	788.48
EFT43556	31/01/2020	L & H GROUP	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,186.76
EFT43557	31/01/2020	MARAWAR PTY LTD	REFUND OF OVERPAID CHARGES	1,000.00
EFT43558	31/01/2020	MIDALIA STEEL (ONESTEEL)	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	304.55
EFT43559	31/01/2020	NV ENGINEERING PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	136.40
EFT43560	31/01/2020	ROLADUCT SPIRAL TUBING (VIC) PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	24,375.12
EFT43561	31/01/2020	SAFERIGHT PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	2,148.16
EFT43562	31/01/2020	SPUDS GARDENING SERVICES	GROUND MAINTENANCE, SITE REHABILITATION & WEED CONTROL - RED HILL	11,567.00
EFT43563	31/01/2020	THE RIGGING SHED	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	20,064.00
EFT43564	31/01/2020	UNIQUE METALS LASER	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	3,241.68
EFT43565	31/01/2020	UNITED EQUIPMENT PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	5,915.91
EFT43566	31/01/2020	VULCAN STEEL PTY LTD (VULCAN STAINLESS)	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,710.59
EFT43567	31/01/2020	WBHO INFRASTRUCTURE AUSTRALIA PTY LTD	PROGRESS PAYMENT - LANDFILL CELL CONSTRUCTION COSTS (RED HILL LANDFILL FACILITY)	483,736.35



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EFT43568	31/01/2020	WELDLOK INDUSTRIES PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	27,879.66
EFT43569	31/01/2020	WEST COAST WATER FILTER MAN	SERVICE TO WATER FILTER SYSTEM AT HAZELMERE	359.00
220477	06/01/2020	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	520.35
220478	06/01/2020	EMRC PETTY CASH - COPPIN ROAD	PETTY CASH RECOUP	24.80
220479	06/01/2020	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	19.40
220480	06/01/2020	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	34.90
220481	09/01/2020	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	1,500.00
220482	23/01/2020	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	1,100.00
PAY 2020-14	07/01/2020	PAYROLL FE 7/1/2020	PAYROLL	214417.86
PAY 2020-15	21/01/2020	PAYROLL FE 21/1/2020	PAYROLL	227460.53
1*JAN20	01/01/2020	BANK CHARGES 1859- 1863	BANK FEES & CHARGES	1420.27
DD19533.1	03/01/2020	WALGS PLAN	SUPERANNUATION	27,218.04
DD19533.2	03/01/2020	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	296.52
DD19533.3	03/01/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	1,546.78
DD19533.4	03/01/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	255.07
DD19533.5	03/01/2020	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	209.02
DD19533.6	03/01/2020	PLUM SUPERANNUATION FUND ( MLC )	SUPERANNUATION	838.02
DD19533.7	03/01/2020	MARANI SUPER FUND	SUPERANNUATION	997.11
DD19533.8	03/01/2020	AMP - SIGNATURESUPER	SUPERANNUATION	1,081.52
DD19533.9	03/01/2020	HUB24 SUPER FUND	SUPERANNUATION	197.39
DD19533.10	03/01/2020	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	539.92
DD19533.11	03/01/2020	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	335.82
DD19533.12	03/01/2020	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	621.16
DD19533.13	03/01/2020	CBUS INDUSTRY SUPER	SUPERANNUATION	1,025.82
DD19533.14	03/01/2020	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	241.56
DD19533.15	03/01/2020	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	264.36
DD19533.16	03/01/2020	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	SUPERANNUATION	448.49
DD19533.17	03/01/2020	MTAA SUPERANNUATION FUND	SUPERANNUATION	218.44
DD19533.18	03/01/2020	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	SUPERANNUATION	668.26
DD19533.19	03/01/2020	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	533.68
DD19533.20	03/01/2020	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	2,289.87
DD19533.21	03/01/2020	AUSTRALIAN SUPER	SUPERANNUATION	3,036.50
DD19533.22	03/01/2020	SUNSUPER	SUPERANNUATION	677.26
DD19533.23	03/01/2020	LEGALSUPER	SUPERANNUATION	401.92
DD19533.24	03/01/2020	MLC SUPER FUND	SUPERANNUATION	557.21
DD19534.1	03/01/2020	WALGS PLAN	SUPERANNUATION	28,122.70
DD19534.2	03/01/2020	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	306.90
DD19534.3	03/01/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	1,566.35
DD19534.4	03/01/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	261.69
DD19534.5	03/01/2020	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	192.25
DD19534.6	03/01/2020	PLUM SUPERANNUATION FUND ( MLC )	SUPERANNUATION	859.40
DD19534.7	03/01/2020	MARANI SUPER FUND	SUPERANNUATION	997.11
DD19534.8	03/01/2020	AMP - SIGNATURESUPER	SUPERANNUATION	1,094.79





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DD19534.9	03/01/2020	HUB24 SUPER FUND	197.39
DD19534.10	03/01/2020	NORTH PERSONAL SUPERANNUATION	539.92
DD19534.11	03/01/2020	BT LIFETIME SUPER - EMPLOYER PLAN	320.08
DD19534.12	03/01/2020	AMP FLEXIBLE LIFETIME SUPER	621.16
DD19534.13	03/01/2020	CBUS INDUSTRY SUPER	1,134.62
DD19534.14	03/01/2020	TELSTRA SUPERANNUATION SCHEME	233.44
DD19534.15	03/01/2020	COMMONWEALTH ESSENTIAL SUPER	263.73
DD19534.16	03/01/2020	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	450.10
DD19534.17	03/01/2020	MTAA SUPERANNUATION FUND	103.85
DD19534.18	03/01/2020	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	657.82
DD19534.19	03/01/2020	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	533.68
DD19534.20	03/01/2020	HOSTPLUS SUPERANNUATION FUND	2,239.90
DD19534.21	03/01/2020	AUSTRALIAN SUPER	3,155.95
DD19534.22	03/01/2020	SUNSUPER	689.14
DD19534.23	03/01/2020	LEGALSUPER	401.92
DD19534.24	03/01/2020	MLC SUPER FUND	556.72
DD19663.1	07/01/2020	WALGS PLAN	27,436.17
DD19663.2	07/01/2020	ZURICH MASTER SUPERANNUATION FUND	322.47
DD19663.3	07/01/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST	1,637.78
DD19663.4	07/01/2020	AUSTRALIAN ETHICAL SUPER	274.97
DD19663.5	07/01/2020	ONEPATH MASTERFUND (ANZ)	220.71
DD19663.6	07/01/2020	PLUM SUPERANNUATION FUND ( MLC )	675.58
DD19663.7	07/01/2020	MARANI SUPER FUND	997.11
DD19663.8	07/01/2020	AMP - SIGNATURESUPER	1,166.99
DD19663.9	07/01/2020	UNISUPER	56.87
DD19663.10	07/01/2020	HUB24 SUPER FUND	207.75
DD19663.11	07/01/2020	NORTH PERSONAL SUPERANNUATION	535.82
DD19663.12	07/01/2020	AMP FLEXIBLE LIFETIME SUPER	621.15
DD19663.13	07/01/2020	BT LIFETIME SUPER - EMPLOYER PLAN	343.34
DD19663.14	07/01/2020	CBUS INDUSTRY SUPER	1,112.11
DD19663.15	07/01/2020	TELSTRA SUPERANNUATION SCHEME	230.84
DD19663.16	07/01/2020	COMMONWEALTH ESSENTIAL SUPER	269.59
DD19663.17	07/01/2020	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	458.87
DD19663.18	07/01/2020	MTAA SUPERANNUATION FUND	107.62
DD19663.19	07/01/2020	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	617.02
DD19663.20	07/01/2020	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	580.36
DD19663.21	07/01/2020	HOSTPLUS SUPERANNUATION FUND	2,190.04
DD19663.22	07/01/2020	AUSTRALIAN SUPER	3,433.61
DD19663.23	07/01/2020	SUNSUPER	713.50
DD19663.24	07/01/2020	LEGALSUPER	401.92
DD19663.25	07/01/2020	MLC SUPER FUND	556.67
DD19664.1	21/01/2020	WALGS PLAN	26,617.38
DD19664.2	21/01/2020	ZURICH MASTER SUPERANNUATION FUND	296.53



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DD19664.3	21/01/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	1,530.48
DD19664.4	21/01/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	252.84
DD19664.5	21/01/2020	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	181.52
DD19664.6	21/01/2020	PLUM SUPERANNUATION FUND ( MLC )	SUPERANNUATION	838.03
DD19664.7	21/01/2020	MARANI SUPER FUND	SUPERANNUATION	997.11
DD19664.8	21/01/2020	AMP - SIGNATURESUPER	SUPERANNUATION	1,081.52
DD19664.9	21/01/2020	UNISUPER	SUPERANNUATION	227.51
DD19664.10	21/01/2020	HUB24 SUPER FUND	SUPERANNUATION	197.39
DD19664.11	21/01/2020	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	538.43
DD19664.12	21/01/2020	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	621.15
DD19664.13	21/01/2020	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	301.00
DD19664.14	21/01/2020	CBUS INDUSTRY SUPER	SUPERANNUATION	1,104.24
DD19664.15	21/01/2020	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	232.47
DD19664.16	21/01/2020	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	276.71
DD19664.17	21/01/2020	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	SUPERANNUATION	448.43
DD19664.18	21/01/2020	MTAA SUPERANNUATION FUND	SUPERANNUATION	217.52
DD19664.19	21/01/2020	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	SUPERANNUATION	732.47
DD19664.20	21/01/2020	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	533.67
DD19664.21	21/01/2020	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	2,864.31
DD19664.22	21/01/2020	AUSTRALIAN SUPER	SUPERANNUATION	3,259.48
DD19664.23	21/01/2020	SUNSUPER	SUPERANNUATION	677.26
DD19664.24	21/01/2020	LEGALSUPER	SUPERANNUATION	430.06
DD19664.25	21/01/2020	MLC SUPER FUND	SUPERANNUATION	557.43
1648	24/01/2020	MACQUARIE BANK LIMITED - SYDNEY	TERM DEPOSIT INVESTMENT	1,500,000.00
1649	17/01/2020	HAAS HOLZZERKLEINERUNGS - UND FORDERTECHNIK GMBH	PARTS FOR WOODWASTE GRINDER	1,954.10
1650	14/01/2020	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	285.19
1651	14/01/2020	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	403.18
1652	14/01/2020	WBC - CORPORATE MASTERCARD - DOUGLAS DARMAGO	CREDIT CARD PURCHASES	748.14
1653	14/01/2020	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KU/A	CREDIT CARD PURCHASES	17.00
1654	14/01/2020	WBC - CORPORATE MASTERCARD - H LIEW	CREDIT CARD PURCHASES	17.00
1655	14/01/2020	WBC - CORPORATE MASTERCARD - IZABELLA KRZYSKO	CREDIT CARD PURCHASES	17.00
1656	14/01/2020	WBC - CORPORATE MASTERCARD - MARCUS GEISLER	CREDIT CARD PURCHASES	23.30
1657	14/01/2020	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	699.99
1658	14/01/2020	WBC - CORPORATE MASTERCARD - T BEINHAEUER	CREDIT CARD PURCHASES	764.12
1659	14/01/2020	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	566.02
1660	14/01/2020	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	100.50
1661	14/01/2020	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	148.58
1662	29/01/2020	BLUE ENGINEERING S.R.L	WWIE PAYMENT RE EMRC / ANERGY AGREEMENT	11,273.41
1663	29/01/2020	KATHIRAVAN METAL BELLOWS INDIA PTY LTD	WWIE PAYMENT RE EMRC / ANERGY AGREEMENT	3,200.00
1664	29/01/2020	RURAL BANK	TERM DEPOSIT INVESTMENT	2,500,000.00
<b>SUB TOTAL</b>				<b>11,320,209.95</b>
<b>LESS CANCELLED EFTs &amp; CHEQUES</b>				<b>Nil</b>



## Eastern Metropolitan Regional Council

**CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF JANUARY 2020**

<b>Cheque / EFT No</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
<b>TOTAL</b>			<b>11,320,209.95</b>
<b>REPORT</b>			
<b>Bank Code</b>	<b>Bank</b>		
	EMRC - Municipal Fund		<b>11,320,209.95</b>

All Employee Superannuation obligations for the period January 2020 have been paid by the EMRC.



## 14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 JANUARY 2020

REFERENCE: D2020/04668

### PURPOSE OF REPORT

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 31 January 2020.

### KEY POINTS AND RECOMMENDATION(S)

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Financial Activity as at 31 January 2020 have been identified and are reported on in the body of the report.

#### Recommendation(s)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 January 2020.

### SOURCE OF REPORT

Chief Financial Officer

### BACKGROUND

It is a requirement of the *Local Government (Financial Management) Regulations 1996* (r.34) that a Local Government is to prepare and present to Council financial reports in such a form as the Local Government considers to be appropriate.

The 2019/2020 Budget was presented in a format that separated operating income and expenditure from other revenue and expenses to provide improved disclosure of Council's underlying operating result.

Submitted to each meeting of Council is a financial report and summaries which provide an overview of year to date budget performance for operating activities and capital works. Variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income are reported on in the body of the report. Also included are end of year forecasts by nature and type for operating activities and end of year forecasts for each capital works project. These forecasts are reviewed regularly in order to provide an accurate forecast of the end of year result.

The half year budget review was undertaken during January/February 2020 and is reflected in this report.

### REPORT

Outlined below are financial statements for the period ended 31 January 2020. Where possible the year to date monthly budget allocations will be reviewed in order to match the appropriate timing for the various projects budgeted to be undertaken. This will provide a better comparison between the year to date actual and year to date budget figures.



*Item 14.2 continued*

**Statement of Comprehensive Income - Nature and Type (refer Attachment 1)**

The year to date operating result from normal activities as at 31 January 2020 is a favourable variance of \$1,160,413 (59.93%) against budget. The following information is provided on key aspects of Council's year to date financial performance:

<b><u>Operating Income</u></b>	<i>Actuals for the Year</i>	A favourable variance of \$2,637 (0.02%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$78,059 (0.32%).

Operating Income variances previously reported to Council:

1. Year to date Reimbursements of \$408,175 is \$52,782 (11.45%) below the budget of \$460,957. This is attributable to a lower level of reimbursements compared to budget relating to the Coppin & Mathieson Transfer Stations.

The full year forecast for Reimbursements is \$311,630 (39.43%) above the budget of \$790,259. This is primarily attributable to a forecast insurance reimbursement of \$300,000 relating to an insurance claim for plant damaged as a result of a fire at the Hazelmere Resource Recovery facility. This is off-set by a corresponding expenditure in Insurance Expenses.

Other Operating Income variances not previously reported to Council:

2. The full year forecast for Operating Grants is above the annual budget by \$39,813 (13.97%). The variance is due to a carried forward of unspent grant funds from the 2018/2019 financial year relating to the Community Capability Project brought to account as required by changes in AASB 15 (*Revenue from Contracts with Customers*) and AASB 1058 (*Income of Not-for-Profit Entities*).
3. The full year for Other Income has been forecast to be below the annual budget by \$896,791 (33.52%). The variance is mainly attributable to lower ferricrete sales (\$400,000 compared to a budget of \$780,000), a lower level of Greenwaste products sales (\$63,000 compared to a budget of \$280,904) and the timing of royalty payments and Large Scale Generation Certificate (LGC) sales relating to the sale of electricity generated from landfill gas (\$225,000 compared to a budget of \$780,000).

This is offset by additional income from the sale of products from the Hazelmere timber recycling plant (\$677,000 compared to a budget of \$577,436), the sale of products from the Coppin & Mathieson Transfer Stations (\$114,886 compared to a budget of \$83,000) and addition diesel fuel rebate income (\$240,000 compared to a budget of \$201,000).

There were no further significant Operating Income variances as at 31 January 2020.

<b><u>Operating Expenditure</u></b>	<i>Actuals for the Year</i>	A favourable variance of \$1,157,776 (9.48%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$734,150 (3.56%).

Operating Expenditure variances previously reported to Council:

1. Year to date Salary Expenses of \$4,715,335 is \$620,272 (11.63%) below the budget of \$5,335,607. The variance is attributable to the timing of filling of vacant positions and budgeted positions that are yet to be filled.



*Item 14.2 continued*

2. Year to date Contract Expenses of \$1,847,481 is \$806,092 (30.38%) below the budget of \$2,653,573 due to the timing of various projects from different business units.

Projects where the expenditures are lower than budget for various directorates/business units include: Waste Services projects (\$521,548), Corporate Services (\$195,526) and Environmental Services (\$101,205). This is offset by expenditure greater than budget in the Regional Development directorate/business unit (\$13,298).

3. Year to date Material Expenses of \$650,505 is \$95,095 (17.12%) above the budget of \$555,410. This is primarily due to the purchase of binding material required as part of waste acceptance approval requirements which has resulted in an unfavourable variance of \$113,913 for Waste Services. This is offset by an increase in income for commercial tonnages at the Red Hill Waste Management Facility. The full year for Material Expenses has been forecast to be above the annual budget by \$194,985 (17.50%).
4. Year to date Cost Allocated Expenses of \$367,120 is \$267,762 (42.18%) below the budget of \$634,882. This variance relates to internal costs allocated between the Hazelmere C&I Plant and the Red Hill Landfill Facility Class III cell as a result of lower activity at the C & I Plant, as well as the low level of capital works undertaken to-date involving internal resources. The full year for Cost Allocated Expenses has been forecast to be below the annual budget by \$832,040 (37.94%).

Operating Expenditure variances previously reported to Council:

5. The full year forecast for Fuel Expenses is above the annual budget by \$86,500 (11.77%). The variance is attributable to the on-going use of leachate evaporators and generators on the new leachate evaporation ponds not previously provided for.
6. The full year forecast for Insurance Expenses is \$307,130 (118.79%) above the budget of \$258,545. This is primarily attributable to a forecast expenditure of \$300,000 relating to an insurance claim for plant damaged as a result of a fire at the Hazelmere Resource Recovery facility. This is off-set by a corresponding insurance income in Reimbursement Income.
7. The full year forecast for Miscellaneous Expenses (excluding the Landfill Levy expenses) is \$98,650 (10.54%) above the budget of \$1,034,956. This variance is attributable to the Hazelmere site being now classified as a commercial site for rating purposes (\$136,800 compared to a budget of \$3,590).

There were no further significant Operating Expenditure variances as at 31 January 2020.

**\*Other Revenues  
and Expenses (Net)**

*Actuals for the Year*

A favourable variance of \$371,691 (11.75%).

*End of Year Forecast*

An unfavourable variance of \$384,909 (7.75%).

Other Revenues and Expenses variances previously reported to Council:

1. The full year forecast for User Charges (Other Revenues) is below the annual budget by \$770,500 (94.48%). The variance is due to the lower level of tonnages forecast to be received at the Hazelmere C&I facility. This is offset by a forecast reduction in expenditure relating to this project.
2. Year to date Interest Restricted Cash Investments of \$1,270,765 is \$194,763 (18.10%) above the budget of \$1,076,002. This is attributable to the higher level of funds available for investment as at 31 January 2020, and a higher average interest rate expected to be received for the 2019/2020 financial year (2.30% as at 31 January 2020 compared to the budgeted rate of 1.78%). The full year for Interest Restricted Cash Investments has been forecast to be above the annual budget by \$255,610 (15.93%).



*Item 14.2 continued*

3. Proceeds from Sale of Assets of \$243,409 is \$38,409 (18.74%) above the budget of \$205,000. The variance relates specifically to the timing of various items of plant and vehicles previously budgeted for change over during the 2018/2019 financial that did not attain the specified change over criteria.

The full year forecast for Proceeds from Sale of Assets (Other Revenues) is \$201,795 above the budget of \$205,000 due to the timing of various items of plant and vehicles not previously budgeted for change over during the 2019/2020 financial year that have now been forecast to be changed over as they will have attained the specified change over criteria.

4. Year to date Costs Allocated of \$295,601 is \$99,163 (25.12%) below the budget of \$394,764. This variance relates specifically to internal costs allocated between the Hazelmere C&I Plant and the Red Hill Landfill Facility Class III cell due to lower than budget levels of activity at the C & I Plant.

Other Revenues and Expenses variances not previously reported to Council:

5. The full year forecast for Operating Grants (Other Revenues) is below the annual budget by \$240,000 (100.00%). The variance is due to unsuccessful grant applications applicable to the FOGO project.
6. The full year forecast for Reimbursements (Other Revenues) is \$35,000 above the budget of \$50. This is attributable to a forecast reimbursement of \$35,000 relating to an insurance claim for damage to the C&I building as a result of a fire at the Hazelmere Resource Recovery facility. This is off-set by a corresponding expenditure in Insurance Expenses (Other Expenses).
7. The full year forecast for Other Revenues is below the annual budget by \$948,262 (99.16%). This variance relates to the forecast low sale of products (\$8,000 compared to a budget of \$204,434) from the Hazelmere C&I Project due to the lower level of tonnages forecast to be received through the facility and resulting recoverable material available for sale, as well as a \$0 forecast for electricity sales (compared to a budget of \$751,828) due to the delay in the commissioning of the Wood Waste to Energy (WWtE) facility.
8. The full year forecast for Salary Expenses (Other Expenses) is below the annual budget by \$302,195 (29.06%). The variance is primarily attributable to the low level of activity in the Hazelmere C&I facility (\$81,874 compared to a budget of \$486,837) due to the lower level of tonnages forecast to be received through the facility.
9. The full year forecast for Contract Expenses (Other Expenses) is \$231,058 (25.95%) below the budget of \$890,463. The variance relates primarily to the timing of contract/management expenses for the WWtE Project (\$225,600 compared to a budget of \$556,000) which is not due to be commissioned until approximately May/June 2020.
10. The full year forecast for Material Expenses (Other Expenses) is \$36,823 (48.79%) below the budget of \$75,475. The variance relates principally to the timing of the WWtE Project (\$23,600 compared to a budget of \$53,500) which is not due to be commissioned until approximately May/June 2020 together with the lower level of expenditure at the Hazelmere C&I facility (\$7,000 compared to a budget of \$13,225) due to the lower level of tonnages forecast to be received through the facility.
11. The full year forecast for Insurance Expenses (Other Expenses) is \$22,539 (40.68%) above the budget of \$55,406. This is primarily attributable to a forecast expenditure of \$35,000 relating to an insurance claim for damage to the C&I building as a result of a fire at the Hazelmere Resource Recovery facility. This is off-set by a corresponding insurance income in Reimbursement Income (Other Income).
12. The full year forecast for Depreciation Expenses (Other Expenses) is \$314,138 (62.42%) below the budget of \$503,290. The variance is due to the timing of the WWtE Project (\$27,300 compared to a budget of \$163,670) which is not due to be commissioned until approximately May/June 2020 as well as the timing and/or carry forward of capital expenditure associated with the Hazelmere Resource Recovery Park projects.



*Item 14.2 continued*

13. The full year forecast for Miscellaneous Expenses (Other Expenses) is \$45,295 (33.97%) below the budget of \$133,350. The variance relates to miscellaneous expenses for the Hazelmere C&I Project (\$15,000 compared to a budget of \$30,000) and is attributable to the lower level of tonnages forecast to be received through the facility and the timing of the WWtE Project (\$20,000 compared to a budget of \$56,300) which is not due to be commissioned until approximately May/June 2020.
14. The full year forecast for Carrying Amount of Assets Disposed Of (Other Expenses) is \$115,677 (75.12%) above the budget of \$153,999. The variance relates specifically to the timing of various items of plant and vehicles not previously budgeted for change over during the 2019/2020 financial year that have now been forecast to be changed over as they will have attained the specified change over criteria.

There were no further significant Other Revenues and Expenses variances as at 31 January 2020.

**Capital Expenditure Statement (refer Attachment 2)**

<b><u>Capital Expenditure</u></b>	<i>Actuals for the Year</i>	A favourable variance of \$1,421,156.
	<i>End of Year Forecast</i>	A favourable variance of \$6,784,461.

Capital Expenditure variances:

A favourable variance of \$1,421,156 existed as at 31 January 2020 when compared to the budget of \$7,543,356. The year to date budget provisions are used as a guide only as expenditure of a capital nature is undertaken as and when required.

Major capital expenditures to 31 January 2020 include:

- Construct Class III Cell - Stage 14 - Red Hill Landfill Facility - \$2,313,365;
- Construct and Commission Resource Recovery Park - WWtE Building - \$1,176,707;
- Purchase / Replace Plant - Red Hill Landfill Facility - \$1,176,475;
- Purchase Vehicles - Ascot Place and Red Hill Landfill Facility - \$321,186;
- Construct and Commission Resource Recovery Park - Site Infrastructure - \$313,665;
- Purchase Resource Recovery Park - WWtE Plant and Equipment - \$268,104; and
- Purchase / Replace Minor Plant and Equipment Plant - Red Hill Landfill Facility - \$179,923.

The Capital Expenditure budgets as at year end were reviewed as part of the half year budget review undertaken during January/February 2020 in order to reflect the actual timing of various projects and match expenditure requirements in relation to tonnage forecasts.

Full Year Capital Expenditure has been forecast to be \$6,784,461 (25.18%) below the budget of \$26,940,712.

Significant reductions to capital budgets where savings have been achieved, or where project expenditure has been deferred due to delays and/or carried forward or not required include the following:

- Construct Resource Recovery Park - Site Infrastructure - \$1,550,000 (c/fwd);
- Liquid Waste Project - Red Hill Landfill Facility - \$1,550,000 (c/fwd);
- Construct Resource Recovery Park - Site/Administration Office - \$800,000 (c/fwd);
- Construct Resource Recovery Park - Site Workshop - \$600,000 (c/fwd);
- Construct Resource Recovery Park - Community Transfer Station - \$530,000 (c/fwd);
- Construct Resource Recovery Park - Community Reuse Store - \$500,000 (c/fwd);
- Purchase Resource Recovery Park - C&I Building, Plant and Equipment - \$500,000;
- Liquid Waste Project Plant - Red Hill Landfill Facility \$450,000 (c/fwd);





*Item 14.2 continued*

- Design and Construct Class IV Cell Stage 2 - Red Hill Landfill Facility - \$420,000 (\$30,000 c/fwd);
- Purchase Resource Recovery Park Transfer Station, Plant & Equipment - \$300,000 (c/fwd);
- Construct Resource Recovery Park - Reuse Store Infrastructure - \$250,000 (c/fwd);
- Construct Drainage Diversion & Infrastructures - Red Hill Landfill Facility - \$250,000 (c/fwd).
- Construct Stormwater Infrastructure/Siltation Ponds - Red Hill Landfill Facility - \$200,000 (c/fwd);
- Capital Improvement - Ascot Place Administration Building - \$155,750 (c/fwd);
- Construct Litter Fence - Red Hill Landfill Facility - \$100,000 (\$50,000 c/fwd); and
- Purchase / Replace Plant - Hazelmere - \$100,000 (c/fwd).

This is offset by an increase in the following Capital Expenditure budget provision following a review of the capital expenditure program:

- Resource Recovery Park - WWtE, Building, Plant & Infrastructure - \$1,015,702;  
 This was subject to a confidential report submitted to Council and approved by Council at its meeting held on 19 September 2019.
- Purchase / Replace Plant - Red Hill Landfill Facility - \$551,475;  
 This relates to committed capital expenditure for the purchase of a loader and a truck at the Red Hill Landfill Facility which were ordered and expected to be received in the 2018/2019 financial year. The plant items were however not received until early 2019/2020 and as the 2019/2020 Annual Budget had been finalised and adopted a carried forward provision for these purchases was not able to be undertaken. This has been previously raised and explained to Council at its meeting on 5 December 2019.
- Purchase Vehicles - Red Hill Landfill Facility - \$215,000.  
 As outlined earlier in this report, this relates specifically to the timing of the replacement of various items of plant and vehicles not previously budgeted for change over during the 2019/2020 financial year that have now been forecast to be changed over as they will have attained the specified change over criteria as per the EMRC Fleet Policy and 10 Year Plant Replacement Schedule.

**Statement of Financial Position (refer Attachment 3)**

The Statement of Financial Position shows the overall impact of actual balances compared with budget provisions and end of year forecasts for operating and capital works activities.

Total Equity as at 31 January 2020 totals \$202,144,286. This is an increase of \$6,630,684 from the 30 June 2019 equity of \$195,513,602 and represents the net change in assets from operations.

It has been forecast that Total Equity as at 30 June 2020 will be below the original budget of \$204,640,131 by \$1,197,118.

**Statement of Cash and Investments (refer Attachment 4)**

The level of cash and investments in the Municipal Fund as at 31 January 2020 is \$11,333,932 and Restricted Cash amount to 93,463,925.

The net movement for the month is a decrease of \$1,333,600.

It has been forecast that Total Cash and Investments as at 30 June 2020 will be above the original budget of \$90,373,880 by \$5,205,948. This is primarily as a result of the lower level of forecast capital expenditure compared to budget that has been forecast for 2019/2020.



*Item 14.2 continued*

### **Investment Report (refer Attachment 5)**

Term deposits valued at \$7,000,000 matured during January 2020. Of this amount \$4,000,000 was reinvested into further term deposits.

### **STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 3 - Good Governance

3.3 To provide responsible and accountable governance and management of the EMRC

3.4 To continue to improve financial and asset management practices

### **FINANCIAL IMPLICATIONS**

As outlined within the report and attachments.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

### **ATTACHMENT(S)**

1. Statement of Comprehensive Income by Nature and Type (Ref: D2020/05030)
2. Capital Expenditure Statement (Ref: D2020/05031)
3. Statement of Financial Position (Ref: D2020/05032)
4. Statement of Cash and Investments (Ref: D2020/05033)
5. Investment Report (Ref: D2020/05034)

### **VOTING REQUIREMENT**

Simple Majority

### **RECOMMENDATION(S)**

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 January 2020.

### **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR



# STATEMENT OF COMPREHENSIVE INCOME

## Nature and Type

JANUARY 2020

Year to Date				Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
<b>Operating Income</b>							
\$20,583,431	\$20,127,810	\$455,621	(F) User Charges	\$34,684,070	\$34,022,683	\$661,387	(F)
(\$8,888,878)	(\$8,521,170)	(\$367,708)	(U) <u>Less</u> Landfill Levy Charges	(\$14,770,011)	(\$14,607,723)	(\$162,288)	(U)
\$11,694,553	\$11,606,640	\$87,913	(F) Net User Charges	\$19,914,059	\$19,414,960	\$499,099	(F)
\$267,290	\$265,175	\$2,115	(F) Special Charges	\$460,285	\$442,603	\$17,682	(F)
\$385,867	\$376,810	\$9,057	(F) Contributions	\$521,955	\$563,447	(\$41,492)	(U)
\$174,538	\$180,000	(\$5,462)	(U) Operating Grants	\$324,813	\$285,000	\$39,813	(F)
\$138,283	\$157,493	(\$19,210)	(U) Interest Municipal Cash Investments	\$262,000	\$270,000	(\$8,000)	(U)
\$408,175	\$460,957	(\$52,782)	(U) Reimbursements	\$1,101,889	\$790,259	\$311,630	(F)
\$1,081,886	\$1,100,880	(\$18,994)	(U) Other	\$1,778,806	\$2,675,597	(\$896,791)	(U)
<b>\$14,150,592</b>	<b>\$14,147,955</b>	<b>\$2,637</b>	(F) <b>Total Operating Income</b>	<b>\$24,363,807</b>	<b>\$24,441,866</b>	<b>(\$78,059)</b>	(U)
<b>Operating Expenditure</b>							
\$4,715,335	\$5,335,607	\$620,272	(F) Salary Expenses	\$8,696,446	\$9,645,073	\$948,627	(F)
\$1,847,481	\$2,653,573	\$806,092	(F) Contract Expenses	\$4,995,756	\$4,666,382	(\$329,374)	(U)
\$650,505	\$555,410	(\$95,095)	(U) Material Expenses	\$1,309,254	\$1,114,269	(\$194,985)	(U)
\$185,586	\$181,995	(\$3,591)	(U) Utility Expenses	\$332,144	\$327,525	(\$4,619)	(U)
\$448,922	\$428,484	(\$20,438)	(U) Fuel Expenses	\$821,188	\$734,688	(\$86,500)	(U)
\$154,468	\$150,640	(\$3,828)	(U) Insurance Expenses	\$565,675	\$258,545	(\$307,130)	(U)
\$2,693,279	\$2,849,343	\$156,064	(F) Depreciation Expenses	\$4,749,975	\$4,923,631	\$173,656	(F)
\$582,494	\$553,435	(\$29,059)	(U) Miscellaneous Expenses	\$1,034,956	\$936,306	(\$98,650)	(U)
\$143,017	\$138,138	(\$4,879)	(U) Provision Expenses	\$239,956	\$236,821	(\$3,135)	(U)
(\$367,120)	(\$634,882)	(\$267,762)	(U) Costs Allocated	(\$1,360,765)	(\$2,192,805)	(\$832,040)	(U)
<b>\$11,053,967</b>	<b>\$12,211,743</b>	<b>\$1,157,776</b>	(F) <b>Total Operating Expenditure</b>	<b>\$21,384,585</b>	<b>\$20,650,435</b>	<b>(\$734,150)</b>	(U)
<b>\$3,096,625</b>	<b>\$1,936,212</b>	<b>\$1,160,413</b>	(F) <b>OPERATING RESULT FROM NORMAL ACTIVITIES</b>	<b>\$2,979,222</b>	<b>\$3,791,431</b>	<b>(\$812,209)</b>	(U)
Surplus	Surplus			Surplus	Surplus		

Notes:

1. User Charges - include member Councils and casual users pertaining to waste, risk management and environmental services fees and charges;
2. Special Charges - Waste Education Levy;
3. Contributions - member Councils' contributions to projects and services;
4. Operating Grants - grant income predominantly from government agencies; and
5. Other Operating Income - includes income from the sale of products;

(F) denotes Favourable variance and (U) denotes Unfavourable variance



# STATEMENT OF COMPREHENSIVE INCOME

## Nature and Type

Year to Date				JANUARY 2020		Full Year		
Actual	Budget	Variance				Forecast	Budget	Variance
<b>Other Revenues</b>								
\$25,540	\$26,257	(\$717)	(U)	User Charges		\$45,000	\$815,500	(\$770,500) (U)
\$2,902,005	\$2,855,628	\$46,377	(F)	Secondary Waste Charge		\$4,997,380	\$4,756,004	\$241,376 (F)
\$0	\$0	\$0	(F)	Operating Grants		\$0	\$240,000	(\$240,000) (U)
\$1,270,765	\$1,076,002	\$194,763	(F)	Interest Restricted Cash Investments		\$1,860,569	\$1,604,959	\$255,610 (F)
\$0	\$28	(\$28)	(U)	Reimbursements		\$35,050	\$50	\$35,000 (F)
\$243,409	\$205,000	\$38,409	(F)	Proceeds from Sale of Assets		\$406,795	\$205,000	\$201,795 (F)
\$5,507	\$6,000	(\$493)	(U)	Other		\$8,000	\$956,262	(\$948,262) (U)
<b>\$4,447,226</b>	<b>\$4,168,915</b>	<b>\$278,311</b>	(F)	<b>Total Other Revenues</b>		<b>\$7,352,794</b>	<b>\$8,577,775</b>	<b>(\$1,224,981) (U)</b>
<b>Other Expenses</b>								
\$258,966	\$240,242	(\$18,724)	(U)	Salary Expenses		\$737,880	\$1,040,075	\$302,195 (F)
\$137,047	\$155,550	\$18,503	(F)	Contract Expenses		\$659,405	\$890,463	\$231,058 (F)
\$5,066	\$14,798	\$9,732	(F)	Material Expenses		\$38,652	\$75,475	\$36,823 (F)
\$7,085	\$10,374	\$3,289	(F)	Utility Expenses		\$17,670	\$28,700	\$11,030 (F)
\$0	\$0	\$0	(F)	Fuel Expenses		\$500	\$1,000	\$500 (F)
\$12,234	\$13,559	\$1,325	(F)	Insurance Expenses		\$77,945	\$55,406	(\$22,539) (U)
\$45,358	\$46,354	\$996	(F)	Depreciation Expenses		\$189,152	\$503,290	\$314,138 (F)
\$32,548	\$26,881	(\$5,667)	(U)	Miscellaneous Expenses		\$88,055	\$133,350	\$45,295 (F)
\$119,262	\$104,025	(\$15,237)	(U)	Carrying Amount of Assets Disposed Of		\$269,676	\$153,999	(\$115,677) (U)
\$295,601	\$394,764	\$99,163	(F)	Costs Allocated		\$691,866	\$729,115	\$37,249 (F)
<b>\$913,167</b>	<b>\$1,006,547</b>	<b>\$93,380</b>	(F)	<b>Total Other Expenses</b>		<b>\$2,770,801</b>	<b>\$3,610,873</b>	<b>\$840,072 (F)</b>
<b>\$3,534,059</b>	<b>\$3,162,368</b>	<b>\$371,691</b>	(F)	<b>OPERATING RESULT FROM OTHER ACTIVITIES</b>		<b>\$4,581,993</b>	<b>\$4,966,902</b>	<b>(\$384,909) (U)</b>
Surplus	Surplus					Surplus	Surplus	
<b>\$6,630,684</b>	<b>\$5,098,580</b>	<b>\$1,532,104</b>	(F)	<b>NET RESULT</b>		<b>\$7,561,215</b>	<b>\$8,758,333</b>	<b>(\$1,197,118) (U)</b>
Surplus	Surplus					Surplus	Surplus	
<b>Realised/Unrealised (Gain)/Loss From Change in Fair Value of Investments</b>								
\$0	\$0	\$0	(F)	Unrealised (Gain)/Loss		\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Realised (Gain)/Loss		\$0	\$0	\$0 (F)
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	(F)	<b>Total (Gain)/Loss from change in Fair Value of Investments</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0 (F)</b>
<b>Other Comprehensive Income</b>								
\$0	\$0	\$0	(F)	Revaluation of Assets/Accumulated Depreciation Reversal		\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Other Comprehensive Income		\$0	\$0	\$0 (F)
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	(F)	<b>Total Other Comprehensive Income</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0 (F)</b>
<b>\$6,630,684</b>	<b>\$5,098,580</b>	<b>\$1,532,104</b>	(F)	<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>		<b>\$7,561,215</b>	<b>\$8,758,333</b>	<b>(\$1,197,118) (U)</b>
Surplus	Surplus					Surplus	Surplus	



# CAPITAL EXPENDITURE STATEMENT

## JANUARY 2020

Year to Date						Full Year		
Actual	Budget	Variance		On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Governance and Corporate Services</b>								
\$158,399	\$196,581	\$38,182 (F)		\$0	<b>Purchase Vehicles - Ascot Place</b> ( 24440/00 )	\$337,000	\$337,000	\$0 (F)
\$0	\$0	\$0 (F)		\$0	<b>Purchase Furniture Fittings &amp; Equipment - Corporate Services</b> ( 24510/01 )	\$0	\$25,000	\$25,000 (F)
\$19,620	\$196,000	\$176,380 (F)		\$32,211	<b>Purchase Information Technology &amp; Communication Equipment</b> ( 24550/00 )	\$256,000	\$336,000	\$80,000 (F)
\$0	\$0	\$0 (F)		\$0	<b>Purchase Art Works</b> ( 24620/00 )	\$20,000	\$20,000	\$0 (F)
\$4,250	\$4,500	\$250 (F)		\$0	<b>Capital Improvement Administration Building - Ascot Place</b> ( 25240/01 )	\$4,250	\$160,000	\$155,750 (F)
\$0	\$0	\$0 (F)		\$0	<b>Upgrade Security Equipment - Ascot Place</b> ( 25530/01 )	\$0	\$4,500	\$4,500 (F)
<b>\$182,269</b>	<b>\$397,081</b>	<b>\$214,812 (F)</b>		<b>\$32,211</b>		<b>\$617,250</b>	<b>\$882,500</b>	<b>\$265,250 (F)</b>



# CAPITAL EXPENDITURE STATEMENT

## JANUARY 2020

Year to Date						Full Year		
Actual	Budget	Variance		On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Resource Recovery</b>								
\$1,176,707	\$0	(\$1,176,707) (U)		\$0	<b>Construct and Commission Resource Recovery Park - Wood Waste to Energy Building ( 24259/05 )</b>	\$1,495,000	\$0	(\$1,495,000) (U)
\$4,603	\$20,000	\$15,398 (F)		\$7,183	<b>Construct and Commission Resource Recovery Park - Community Transfer Station ( 24259/06 )</b>	\$20,000	\$550,000	\$530,000 (F)
\$0	\$0	\$0 (F)		\$0	<b>Construct and Commission Resource Recovery Park - Site/Administration Office ( 24259/07 )</b>	\$0	\$800,000	\$800,000 (F)
\$0	\$0	\$0 (F)		\$0	<b>Construct and Commission Resource Recovery Park - Community Reuse Store ( 24259/08 )</b>	\$0	\$500,000	\$500,000 (F)
\$0	\$0	\$0 (F)		\$0	<b>Construct and Commission Resource Recovery Park - MRF Building - Hazelmere ( 24259/09 )</b>	\$0	\$10,000	\$10,000 (F)
\$76,227	\$122,500	\$46,273 (F)		\$365	<b>Construct and Commission Resource Recovery Commercial Transfer Station - Hazelmere ( 24259/10 )</b>	\$210,000	\$210,000	\$0 (F)
\$65,127	\$66,000	\$873 (F)		\$28,328	<b>Construct and Commission Resource Recovery Park - Weighbridge Office ( 24259/12 )</b>	\$78,055	\$78,055	\$0 (F)
\$0	\$0	\$0 (F)		\$0	<b>Construct and Commission Resource Recovery Park - Site Workshop ( 24259/13 )</b>	\$0	\$600,000	\$600,000 (F)
\$9,204	\$10,000	\$796 (F)		\$1,160	<b>Construct and Commission Resource Recovery Park - Weighbridges (x2) ( 24392/02 )</b>	\$115,337	\$115,337	\$0 (F)
\$35,327	\$58,331	\$23,004 (F)		\$2,345	<b>Construct FOGO Processing Area - Red Hill Landfill Facility ( 24395/05 )</b>	\$100,000	\$100,000	\$0 (F)



# CAPITAL EXPENDITURE STATEMENT

## JANUARY 2020

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Resource Recovery</b>							
\$313,665	\$320,000	\$6,335 (F)	\$96,754	<b>Construct and Commission Resource Recovery Park - Site Infrastructure ( 24399/01 )</b>	\$1,000,000	\$2,550,000	\$1,550,000 (F)
\$0	\$0	\$0 (F)	\$0	<b>Construct Resource Recovery Park - Reuse Store Infrastructure (Car Park) ( 24399/07 )</b>	\$0	\$250,000	\$250,000 (F)
\$5,206	\$5,500	\$294 (F)	\$6,514	<b>Wood Waste to Energy Utilities/Infrastructure - Resource Recovery Park ( 24399/11 )</b>	\$50,000	\$123,685	\$73,685 (F)
\$268,104	\$723,681	\$455,577 (F)	\$570,410	<b>Purchase Resource Recovery Park - Wood Waste to Energy Plant &amp; Equipment ( 24410/03 )</b>	\$835,000	\$1,240,613	\$405,613 (F)
\$0	\$0	\$0 (F)	\$0	<b>Purchase Resource Recovery Park C &amp; I Building - Plant &amp; Equipment ( 24410/04 )</b>	\$0	\$500,000	\$500,000 (F)
\$0	\$0	\$0 (F)	\$0	<b>Purchase Resource Recovery Park Transfer Station - Plant &amp; Equipment ( 24410/05 )</b>	\$0	\$300,000	\$300,000 (F)
\$0	\$0	\$0 (F)	\$447,800	<b>Purchase FOGO Processing Plant - Red Hill Landfill Facility ( 24410/10 )</b>	\$600,000	\$600,000	\$0 (F)
<b>\$1,954,170</b>	<b>\$1,326,012</b>	<b>(\$628,158) (U)</b>	<b>\$1,160,859</b>		<b>\$4,503,392</b>	<b>\$8,527,690</b>	<b>\$4,024,298 (F)</b>

## Waste Management

\$0	\$0	\$0 (F)	\$0	<b>Construct Waste Management Facility Buildings - Red Hill Landfill Facility ( 24250/01 )</b>	\$110,000	\$110,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	<b>Construct Storage Shed - Hazelmere ( 24250/05 )</b>	\$63,000	\$63,000	\$0 (F)
\$6,018	\$10,000	\$3,982 (F)	\$0	<b>Upgrade Power Supply to Transfer Station - Red Hill Landfill Facility ( 24259/14 )</b>	\$80,000	\$80,000	\$0 (F)



# CAPITAL EXPENDITURE STATEMENT

## JANUARY 2020

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Waste Management</b>							
\$0	\$0	\$0 (F)	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility ( 24259/15 )	\$80,000	\$80,000	\$0 (F)
\$2,313,365	\$2,899,709	\$586,344 (F)	\$1,302,504	Construct Class III Cell Stage 14 - Red Hill Landfill Facility ( 24310/12 )	\$4,974,352	\$4,974,352	\$0 (F)
\$12,370	\$48,412	\$36,042 (F)	\$0	Leachate Project - Red Hill Landfill Facility ( 24320/02 )	\$83,000	\$83,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Design and Construct Class IV Cell Stage 2 - Red Hill Landfill Facility ( 24330/04 )	\$30,000	\$450,000	\$420,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Stormwater Infrastructure and Siltation Ponds - Red Hill Landfill Facility ( 24350/01 )	\$0	\$200,000	\$200,000 (F)
\$7,945	\$10,000	\$2,055 (F)	\$0	Construct Roads / Carparks - Red Hill Landfill Facility ( 24370/00 )	\$123,690	\$123,690	\$0 (F)
\$3,420	\$10,000	\$6,580 (F)	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility ( 24370/02 )	\$450,000	\$500,000	\$50,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility ( 24380/00 )	\$0	\$250,000	\$250,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Litter Fence - Redhill Landfill Facility ( 24394/05 )	\$0	\$100,000	\$100,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Hardstand and Road - Hazelmere ( 24395/01 )	\$0	\$55,000	\$55,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility ( 24396/00 )	\$40,000	\$40,000	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility ( 24399/10 )	\$0	\$75,000	\$75,000 (F)
\$0	\$0	\$0 (F)	\$0	Liquid Waste Project - Red Hill Landfill Facility ( 24399/16 )	\$0	\$1,550,000	\$1,550,000 (F)





# CAPITAL EXPENDITURE STATEMENT

## JANUARY 2020

Year to Date						Full Year		
Actual	Budget	Variance		On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Waste Management</b>								
\$55,262	\$872,311	\$817,049 (F)	\$7,373	Develop Lots 8 9 & 10 For Future Waste Activities - Red Hill Landfill Facility ( 24399/19 )		\$1,500,000	\$1,500,000	\$0 (F)
\$1,176,475	\$1,300,000	\$123,525 (F)	\$763,000	Purchase / Replace Plant - Red Hill Landfill Facility ( 24410/00 )		\$4,146,475	\$3,595,000	(\$551,475) (U)
\$13,000	\$13,000	\$0 (F)	\$59,134	Purchase / Replace Plant - Hazelmere ( 24410/01 )		\$1,975,000	\$2,075,000	\$100,000 (F)
\$0	\$0	\$0 (F)	\$0	Liquid Waste Project Plant - Red Hill Landfill Facility ( 24410/11 )		\$0	\$450,000	\$450,000 (F)
\$179,923	\$513,331	\$333,408 (F)	\$0	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility ( 24420/00 )		\$880,000	\$880,000	\$0 (F)
\$9,080	\$10,000	\$920 (F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere ( 24420/02 )		\$27,502	\$14,000	(\$13,502) (U)
\$162,787	\$86,000	(\$76,787) (U)	\$0	Purchase / Replace Vehicles - Red Hill Landfill Facility ( 24430/00 )		\$301,000	\$86,000	(\$215,000) (U)
\$0	\$0	\$0 (F)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility ( 24530/08 )		\$100,000	\$100,000	\$0 (F)
\$22,250	\$22,500	\$250 (F)	\$0	Purchase / Replace Security System - Hazelmere ( 24530/10 )		\$36,480	\$36,480	\$0 (F)
\$15,294	\$16,000	\$706 (F)	\$7,400	Purchase / Replace Other Equipment - Red Hill Landfill Facility ( 24590/00 )		\$20,000	\$20,000	\$0 (F)
\$8,572	\$0	(\$8,572) (U)	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere ( 24590/02 )		\$8,572	\$0	(\$8,572) (U)
\$0	\$9,000	\$9,000 (F)	\$0	Purchase Office Furniture and Fittings-Hazelmere ( 24610/10 )		\$6,538	\$20,000	\$13,462 (F)
\$0	\$0	\$0 (F)	\$0	Refurbish Plant - Red Hill Landfill Facility ( 25410/00 )		\$0	\$20,000	\$20,000 (F)
<b>\$3,985,761</b>	<b>\$5,820,263</b>	<b>\$1,834,502 (F)</b>	<b>\$2,139,411</b>			<b>\$15,035,609</b>	<b>\$17,530,522</b>	<b>\$2,494,913 (F)</b>



# CAPITAL EXPENDITURE STATEMENT

## JANUARY 2020

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
\$6,122,200	\$7,543,356	\$1,421,156 (F)	\$3,332,481		\$20,156,251	\$26,940,712	\$6,784,461 (F)
			TOTAL CAPITAL EXPENDITURE				



## STATEMENT OF FINANCIAL POSITION

## JANUARY 2020

Actual June 2019	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year			
			Forecast	Budget	Variance	
Current Assets						
\$1,498,764	\$4,695,130	Cash and Cash Equivalents	\$4,007,914	\$4,277,914	(\$270,000)	(U)
\$103,399,001	\$100,102,727	Investments	\$91,571,914	\$86,095,966	\$5,475,948	(F)
\$2,716,470	\$3,358,280	Trade and Other Receivables	\$2,426,402	\$2,426,402	\$0	(F)
\$54,739	\$34,177	Inventories	\$29,845	\$29,845	\$0	(F)
\$42,555	\$222,453	Other Assets	\$21,377	\$21,377	\$0	(F)
\$107,711,529	\$108,412,767	Total Current Assets	\$98,057,452	\$92,851,504	\$5,205,948	(F)
Current Liabilities						
\$5,541,725	\$2,733,563	Trade and Other Payables	\$3,604,991	\$3,604,991	\$0	(F)
\$1,629,324	\$1,629,324	Provisions	\$1,587,746	\$1,600,159	\$12,413	(F)
\$7,171,049	\$4,362,887	Total Current Liabilities	\$5,192,737	\$5,205,150	\$12,413	(F)
\$100,540,480	\$104,049,880	Net Current Assets	\$92,864,715	\$87,646,354	\$5,218,361	(F)
Non Current Assets						
\$50,570,000	\$50,570,000	Land	\$50,570,000	\$50,570,000	\$0	(F)
\$7,282,047	\$7,333,020	Buildings	\$10,733,576	\$10,683,789	\$49,787	(F)
\$17,270,648	\$16,133,352	Structures	\$27,611,242	\$27,371,536	\$239,706	(F)
\$10,479,107	\$10,937,406	Plant	\$19,402,433	\$19,411,090	(\$8,657)	(U)
\$310,204	\$296,202	Equipment	\$1,011,492	\$918,978	\$92,514	(F)
\$143,201	\$138,883	Furniture and Fittings	\$123,208	\$124,441	(\$1,233)	(U)
\$13,411,331	\$17,321,977	Work in Progress	\$5,169,591	\$11,954,052	(\$6,784,461)	(U)
\$99,466,539	\$102,730,840	Total Non Current Assets	\$114,621,542	\$121,033,886	(\$6,412,344)	(U)
Non Current Liabilities						
\$4,493,417	\$4,636,434	Provisions	\$4,043,244	\$4,040,109	(\$3,135)	(U)
\$4,493,417	\$4,636,434	Total Non Current Liabilities	\$4,043,244	\$4,040,109	(\$3,135)	(U)
\$195,513,602	\$202,144,286	Net Assets	\$203,443,013	\$204,640,131	(\$1,197,118)	(U)
Equity						
\$54,062,507	\$62,308,230	Accumulated Surplus/Deficit	\$69,541,479	\$69,541,479	\$0	(F)
\$91,958,292	\$91,958,292	Cash Backed Reserves	\$85,093,239	\$85,093,239	\$0	(F)
\$41,247,080	\$41,247,080	Asset Revaluation Reserve	\$41,247,080	\$41,247,080	\$0	(F)
\$8,245,723	\$6,630,684	Net change in assets from operations	\$7,561,215	\$8,758,333	(\$1,197,118)	(U)
\$195,513,602	\$202,144,286	Total Equity	\$203,443,013	\$204,640,131	\$1,197,118	(U)



## CASH AND INVESTMENTS JANUARY 2020

Actual June 2019	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year			
			Forecast	Budget	Variance	
Municipal Cash and Investments						
1,495,314	4,691,680	Cash at Bank - Municipal Fund 01001/00	1,607,113	1,590,113	17,000	(F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0	(F)
11,251,348	6,638,802	Investments - Municipal Fund 02021/00	7,617,689	2,684,351	4,933,338	(F)
12,750,112	11,333,932	Total Municipal Cash	9,228,252	4,277,914	4,950,338	(F)
Restricted Cash and Investments						
1,937,863	1,960,349	Restricted Investments - Plant and Equipment 02022/01	575,863	564,514	11,349	(F)
2,709,862	2,741,306	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,905,284	2,900,531	4,753	(F)
20,180,980	20,415,150	Restricted Investments - Future Development 02022/03	21,884,694	21,861,282	23,412	(F)
1,098,527	1,111,274	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,205,157	1,203,445	1,712	(F)
37,510	37,945	Restricted Investments - Environmental Insurance Red Hill 02022/05	62,568	62,696	(128)	(F)
15,192	15,368	Restricted Investments - Risk Management 02022/06	15,494	15,461	33	(F)
602,871	609,866	Restricted Investments - Class IV Cells Red Hill 02022/07	225,477	220,591	4,886	(F)
312,586	316,213	Restricted Investments - Regional Development 02022/08	476,060	476,800	(740)	(F)
57,994,036	58,666,971	Restricted Investments - Secondary Waste Processing 02022/09	54,847,559	54,682,074	165,485	(F)
6,031,536	6,101,523	Restricted Investments - Class III Cells 02022/10	2,796,355	2,753,548	42,807	(F)
76,706	77,596	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	78,463	78,297	166	(F)
189,362	438,596	Restricted Investments - Accrued Interest 02022/19	274,000	274,000	0	(F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0	(F)
960,622	971,768	Restricted Investments - Long Service Leave 02022/90	1,004,602	1,002,727	1,875	(F)
92,147,653	93,463,925	Total Restricted Cash	86,351,576	86,095,966	255,610	(F)
104,897,765	104,797,857	TOTAL CASH AND INVESTMENTS	95,579,828	90,373,880	5,205,948	(F)

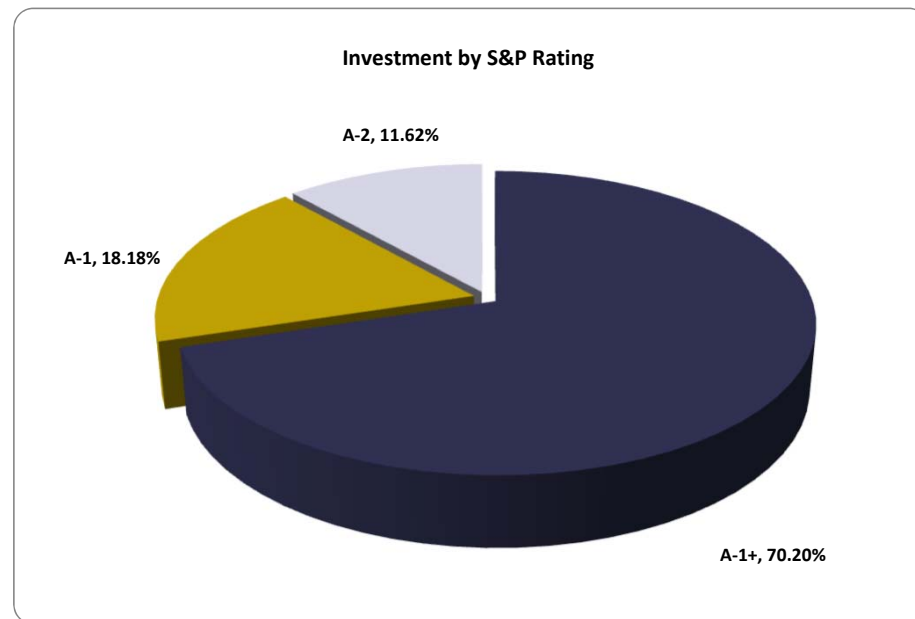
The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest as per the Westpac commercial rates.

## EMRC Investment Report

January 2020

### I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	70.20%	100.00%
AA	A-1	18.18%	100.00%
BBB	A-2	11.62%	15.00%
		<u>100.00%</u>	



### II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio	
AMP	BBB	A-2	4.55%	
ANZ Banking Group	AAA	A-1+	15.66%	
ME Bank	BBB	A-2	4.55%	*
NAB	AAA	A-1+	24.74%	
Rural Bank	BBB	A-2	2.53%	*
Westpac / St. George Bank	AAA	A-1+	29.79%	
Macquarie Bank	AA	A-1	18.18%	
			<u>100.00%</u>	

\* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)

### III. Term to Maturity Framework

Investment Policy Guidelines			
Maturity Profile	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
	<u>100.00%</u>		

### IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	7.08%
Fossil Fuel ADI's	92.92%
	<u>100.00%</u>

NB: This report is consistent with the reporting requirements of the Policy 3.3 - Management of Investments Policy



### 14.3 MANAGEMENT OF AGENDAS AND MINUTES

REFERENCE: D2020/05037

#### PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the investigation into the implementation of an electronic distribution platform for the delivery of agenda items, minutes, recommendations and attachments for Council, and to request for approval of unbudgeted funds to implement the identified solution.

#### KEY POINTS AND RECOMMENDATION(S)

- Council at its 5 December 2019 meeting requested EMRC officers investigate the options for the delivery of agenda items, minutes and attachments.
- An assessment of the current platform and investigation of the options has been undertaken.
- A solution that will meet the requirements of usability, multi-operating system platform and fully featured solution has been identified.
- The cost of the procuring of this solution is not budgeted, Council approval is sought for the unbudgeted funds.

#### Recommendation(s)

That Council:

1. Receives the outcome of the investigation detailed in this report.
2. By absolute majority in accordance with Section 6.8(1)(b) of the *Local Government Act 1995* authorises an expenditure up to the amount specified in this report for the procurement of an electronic agenda, minutes and attachments distribution platform from Quote [REDACTED].
3. The identity of the successful quote and the quoted amount be redacted for commercial reasons and remain confidential until such time that the procurement of the product and service has been completed.

#### SOURCE OF REPORT

Chief Financial Officer

#### BACKGROUND

At the Ordinary Meeting of Council on 5 December 2019, Council resolved that (Ref: D2019/18244):

1. *COUNCIL REQUESTS EMRC OFFICERS INVESTIGATE THE OPTIONS FOR THE DELIVERY AND ACCESS OF AGENDA ITEMS, MINUTES, RECOMMENDATIONS AND ATTACHMENTS.*
2. *A REPORT ON THE OUTCOME OF THE INVESTIGATION BE SUBMITTED TO COUNCIL FOR ITS REVIEW AND ENDORSEMENT AT A FUTURE MEETING.*



*Item 14.3 continued*

## REPORT

Prior to mid-2019, the EMRC has distributed the physical copies of agendas and minutes to Councillors, Deputy Councillors, members and deputy members of Committees such as CEO Advisory Committee (CEOAC) and Waste Advisory Committee (WAC).

With the continued progress of digital platforms including improvements in record management and security, the physical distribution of paper-based agendas and minutes is seen as archaic, more expensive and environmentally unsound.

At the Ordinary Meeting of Council on 6 December 2018, Council resolved that (Ref: D2018/14131):

*THAT COUNCIL CHANGES ITS POLICY TO ALLOW DEPUTY EMRC COUNCIL MEMBERS TO RECEIVE CONFIDENTIAL PAPERS IN ADVANCE OF EACH COUNCIL MEETING ALONG WITH THE AGENDA PAPERS.*

As a result, a greater need for a secure and auditable method of distribution was required.

In July 2019, following a review of the various options against a limited budget (\$16,500 ex GST), the EMRC implemented the Council Portal which is currently in use.

To assist with the investigation with other options for the delivery and access of agenda items and minutes, a review of the current system's limitation is warranted to ensure the new solution will address the shortfalls.

A number of issues were identified with the current Council Portal:

- The layout in its current design is not intuitive;
- Security and file access methodology applied to confidential items added complexity to the site – especially with 18 Councillors and Deputy Councillors and member Council Officers for Committees;
- Current users access the portal on diverse platforms, resulting in slight different user experience and support;
- Current users require additional helper applications to fully access the pdf functionality as well the ability to annotate (write notes) and set bookmarks;
- Current users use diverse helper applications resulting again in a slightly different user experience depending on the available features in the helper application chosen; and
- With greater use, there is also a greater expectation resulting in an expanded design scope beyond the original specifications of the design.

Three different solutions were identified and quotations were sought, consistent with the EMRC's Purchasing Policy, 3 quotes from three different solutions.

Quotes have been obtained for:

- Quote 1: Diligent Boards
- Quote 2: Docs on Tap
- Quote 3: LG Hub



*Item 14.3 continued*

Officers assessed the functionalities and the comparison is detailed below:

**Comparison of Functionality**

Item	Quote 1	Quote 2	Quote 3
<b>Functionality</b>			
Document Annotation	Yes	Yes	Yes for mobile devices
Document Highlighting	Yes	Yes	Yes
Document Searching	Yes	Yes	Yes
Index/Bookmark Navigation	Yes	Yes	Yes
Dedicated Application	Yes – all platforms	Yes for iPad – browser based recommended for Android	Yes
Can open Multiple Documents	Yes	No	Yes
Email Notification of Updates	Yes	Yes, separate email per document	Yes
Collaboration on Documents / Share Annotations	Yes	No	Yes
Documents Available Offline	Yes	Yes	Yes
Document updates to latest version	Yes	Yes	Yes
Handle Multiple Document Types	Yes, but are converted to PDF	Yes	Yes
Electronic Voting Supported	Yes	Yes	No
<b>Security</b>			
Individual document security	Yes	Yes	Yes
Data Encryption Used	Yes	Unknown	Yes
Notes Private to the User	Yes		Yes, but can be shared
Australian Data Centre	Yes	Yes	Yes
<b>Support</b>			
Cross Platform Support	Yes	Yes	Yes
Support Availability	24x7		24x7 Online Helpdesk, phone support 8am – 6pm AEST
User Training	Yes	Yes	Yes

Based on functionality and ease of use, Quote ■ ranked the highest. While Quote ■ is the most expensive at ■ per annum with ■ in implementation costs, those other solutions rank behind in terms of specifications and usability.

The solution offered by Quote ■ offers Councillors and officers fully featured functionalities within a self-contained operating environment to better manage the distribution and usage of agendas and minutes.





### *Item 14.3 continued*

The product is used in some Councils as well as a number of publicly listed organisations. Some of the highlighted features include:

- Easily manage agendas, annotations, documents, discussions of Council and Committee meetings, and Council or committee meeting minutes quickly;
- Securely provide real-time updates to agenda materials anywhere on-the-go from phone, tablets, computers, or even offline; and
- Collaborate in a secure environment so Councillors can easily make annotations and share them with the whole Council or just individual members or officers before, during or after a Council meeting

A further alternative is for the EMRC officers to work with the IT contractors to re-develop the existing platform. This is not recommended due to cost, officer time, and that the resultant outcome is not a fully self-contained solution.

As the cost of this solution is unbudgeted, Council approval is also sought.

## **STRATEGIC/POLICY IMPLICATIONS**

### Key Result Area 1 – Environmental Sustainability

- 1.5 To contribute towards improved regional air, water & land quality, regional biodiversity conservation and address climate change

### Key Result Area 3 – Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC

## **FINANCIAL IMPLICATIONS**

### **Cost**

The cost of purchasing and implementing the recommendation is unbudgeted and Council approval is sought.

The half year review of the 2019/2020 Annual Budget which is before Council for approval at this meeting has included a forecast for the cost.

It is anticipated that the cost of a distribution platform will be partially offset by savings in paper, photocopy and administration costs.

## **SUSTAINABILITY IMPLICATIONS**

An electronic distribution platform will contribute to the EMRC's environmental sustainability objectives by reducing the use of paper.



*Item 14.3 continued*

## MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

## ATTACHMENT(S)

Nil

## VOTING REQUIREMENT

Absolute Majority

## RECOMMENDATION(S)

That Council:

1. Receives the outcome of the investigation detailed in this report.
2. By absolute majority in accordance with Section 6.8(1)(b) of the *Local Government Act 1995* authorises an expenditure up to the amount specified in this report for the procurement of an electronic agenda, minutes and attachments distribution platform from Quote [REDACTED].
3. The identity of the successful quote and the quoted amount be redacted for commercial reasons and remain confidential until such time that the procurement of the product and service has been completed.

## COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



## 14.4 AUDIO RECORDING OF COUNCIL AND COMMITTEE MEETINGS

REFERENCE: D2020/05029

### PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the investigation into the implementation of an audio recording system to enable audio recording of and public access to Council and Committee meetings, and request Council to resolve to permit the audio recording of Council meetings only.

### KEY POINTS AND RECOMMENDATION(S)

- At the 20 February 2020 ordinary meeting, Council requested the CEO investigate the necessary arrangements and costs to enable audio recording of Council and Committee meetings open to the public.
- An investigation and assessment of the necessary arrangements and costs has been undertaken.
- A solution to allow for the audio recording of Council meetings including public access to these audio recordings has been identified.
- The audio recording should be limited to Council meetings only as some Committee meetings are held externally and therefore audio recording may not be an option.

#### Recommendation(s)

That Council:

1. Receives the outcome of the investigation undertaken as detailed in this report.
2. In accordance with clause 5.14(2) of the *EMRC Standing Orders 2013* resolves to audio record all Council meetings that are open to the public.
3. Authorises public access to audio recordings of each of the Council meetings that are open to the public and be placed on the Council's website.
4. Adopts the Council Policy 2.2 Audio Recording of Council Meetings policy, forming the attachment to this report.

### SOURCE OF REPORT

Chief Financial Officer

### BACKGROUND

At the Ordinary Meeting of Council on 20 February 2020, Council resolved that (Ref: D2019/18481):

*THAT COUNCIL REQUEST THE CHIEF EXECUTIVE OFFICER INVESTIGATE THE NECESSARY ARRANGEMENTS AND COSTS TO ENABLE AUDIO RECORDINGS OF COUNCIL AND COMMITTEE MEETINGS OPEN TO THE PUBLIC AND THAT THE AUDIO RECORDINGS OF EACH OF THE MEETINGS OPEN TO THE PUBLIC BE PLACED ON THE COUNCIL'S WEBSITE TO ENABLE PUBLIC ACCESS AND FOR A REPORT TO BE BROUGHT BACK TO COUNCIL AT THE NEXT MEETING OF COUNCIL.*



#### *Item 14.4 continued*

### **REPORT**

While the usual practice has been that the official record of the meeting are the written minutes prepared in accordance with the requirements of the *Local Government Act 1995* (the Act) and the *Local Government (Administration) Regulations 1996*, audio recording of meetings may assist in the preparation of the minutes of the meeting and ensure the minutes are a complete and accurate record, consistent with the requirement of the Act and regulations.

The purpose of audio recording is to ensure that a true and accurate account of the debate and discussions at meetings are available for review.

In addition, Council identified the following reasons for making audio recordings of Council meetings available and open to the public:

- Improved accessibility of Council meetings by the public and broader community;
- Improved recording of the participation and interaction in Council meetings;
- Improved communication of the Council's forthcoming plans and projects to the public;
- Improved transparency and accountability in the decision-making process of Council by the increased focus on comments made in debate by individuals;
- Reduce negative perceptions (if any);
- To provide a complementary resource in addition to the formal minutes of the meeting;
- Potential to maintain a record of a meeting for future reference; and
- To maintain a more historical and accurate record of meetings than traditional written minutes.

The recordings will confirm comments made by Councillors, Deputy Councillors and EMRC Officers and will assist in clarifying any resolutions adopted at the meeting as well as the votes made. This will assist in confirming and clarifying any actions requested or agreed to be undertaken by Council, Deputy Councillors and EMRC Officers.

### **Risks**

There are risk considerations involved in implementing audio recording and public access to audio recordings of Council meetings. Public Council meetings are an open forum of statements, questions, answers and debates. Occasionally, some things that are said may be regarded as offensive, defamatory or contrary to law. When such statements occur during a meeting that is not recorded, the potential for damage is generally confined to the audience in attendance. In contrast, when a recording of a meeting is published the audience is potentially far greater, increasing the likelihood and/or severity of potential liability.

In a paper written by Denis McLeod from McLeods Barristers & Solicitors on the topic of recording of local government council and committee meetings, he expressed the view that any recording of meetings should be used for the purpose of confirming the correctness of the Minutes of meetings but should not otherwise be published.

He argues that a possible effect of introducing that kind of scrutiny would be "...that the detailed thinking of Council member would underground....rather than giving the benefit of their deliberations to the members of the public who care to attend a meeting, they may make their decisions for their own private reasons and not attempt to explain or discuss those reasons in the public forum."

Introducing audio recording may have the opposite effect by reducing debate as Councillors and officers may be concerned about exposure to legal liabilities to express their opinions while being recorded with the view of the audio recording is to be published electronically. There will also be an increased likelihood of deferral motions to allow Councillors to consider and review all available facts and as well as time to seek additional consultation.



*Item 14.4 continued*

**Implementation Process and Costs**

The recently introduced Bosch Dicentis sound system in the Council Chambers has an audio output functionality that can be utilised for recording without further more sophisticated system that will be significantly cost accretive.

From an Information Technology perspective this would involve:

- The procurement of recording equipment. This would have an extra cost of up to \$2,000 plus GST;
- Officer time in preparing the recording. This would include adjusting the volume of individual speakers and editing the leading and trailing gaps. This would vary on the length of the meeting;
- Editing out any confidential items;
- The average editing time is estimated to be one hour;
- Uploading the recording to the Council's website and ensuring that it is accessible.

**Governance**

Per clause 5.14(2) of the *EMRC Standing Orders Local Law 2013* Council can resolve to allow for the recording of meetings.

**Council vs Committee meetings**

As part of the review, audio recording of Committee meetings has been considered.

The current setup of the sound system and any recording system can only be conducted in the Council Chambers as the system is not mobile. If audio recording is required for Committees, then all of the meeting must be held in the Council Chambers. It is noted that as Committee meetings are not always held at the EMRC then audio recording of Committee meetings may not be possible. Similarly there is no uniform agreement about recording for committee meetings in local government.

Most of the Committees do not have delegated authority. Where the Committees have delegated authority such as the CEORC and the Investment Committee, the matters dealt with by these Committees are behind closed doors and will not be made publicly available in any case.

Therefore, it is recommended that the proposed draft audio recording policy for Council adoption, included as an attachment to this report, shall only apply to the recording of Council meetings.

**Meetings not open to the public**

Section 5.23(2) of the Act, details a number of matters upon which Council may discuss and make decisions without members of the public being present. These matters include: matters affecting employees; personal affairs of any person; contractual matters; legal advice; commercial-in-confidence matters; security matters; among others.

Per 5.2 of the *EMRC Standing Orders Local Law*, a meeting or part of a meeting may be closed to members of the public. Council may choose to resolve to record the proceedings behind closed doors but the audio recordings will not be accessible to the public due to the confidential restrictions per s.5.23(2) of the Act.



*Item 14.4 continued*

## Policy

In accordance with s.2.7(2)(a) of the Act, one of the roles of Council is to determine the local government's policies. With the proposed adoption of audio recording, it is prudent for the EMRC Council to adopt a policy, stipulating the objectives and defining the scope of recording, the public access to the recordings as well as the adherence to the *State Records Act 2000* with respect to retention and disposal. A draft policy is attached for Council review and adoption.

## STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Good Governance

3.3 To provide responsible and accountable governance and management of the EMRC

## FINANCIAL IMPLICATIONS

The total cost of audio recording of meetings including the microphone system is estimated at \$56,000:

- cost to date = \$32K; and
- estimated additional cost = \$24K,

as well as ongoing staff costs to manage and publish the audio recordings.

## SUSTAINABILITY IMPLICATIONS

Nil

## MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

## ATTACHMENT(S)

Draft Audio Recording of Council Meetings Policy for Council adoption (Ref: D2020/05114)

## VOTING REQUIREMENT

Simple Majority



*Item 14.4 continued*

## **RECOMMENDATION(S)**

That Council:

1. Receives the outcome of the investigation undertaken as detailed in this report.
2. In accordance with clause 5.14(2) of the *EMRC Standing Orders 2013* resolves to audio record all Council meetings that are open to the public.
3. Authorises public access to audio recordings of each of the Council meetings that are open to the public and be placed on the Council's website.
4. Adopts the Council Policy 2.2 Audio Recording of Council Meetings policy, forming the attachment to this report.

## **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

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## 2.2 Audio Recording of Council Meetings

### STRATEGIC PLAN OBJECTIVE

3.3 To provide responsible and accountable governance and management of the EMRC.

### PURPOSE

To ensure open, transparent and accountable decision making and access to Council meetings.

To emphasise that the reason for the recording of Council Meetings is to ensure the accuracy of Council meeting minutes and that any reproduction of these minutes are for the sole purpose of Council business.

To ensure that there is a process in place to outline the access to recorded Council meetings.

### LEGISLATION

*Local Government Act 1995*

*Local Government (Administration) Regulations 1996*

*State Records Act 2000*

*Standing Orders Local Law 2013*

### POLICY STATEMENT

#### Recording of Proceedings

1. All Ordinary and Special meetings of Council will, wherever technically possible, be audio recorded by the EMRC in their entirety, including where Council has resolved to close the meeting to members of the public in accordance with section 5.23 of the *Local Government Act 1995* and the EMRC's *Standing Orders Local Law 2013*.
2. Clear signage will be placed in the Council Chamber advising members of the public that the meeting will be audio recorded.
3. At the commencement of each Council meeting the Chairman will publicly announce that the meeting will be audio recorded.





4. Other than in accordance with this Policy, a person must not use any electronic, visual or audio recording device or instrument to record the proceedings of Council without the written permission of the Chairman or Chief Executive Officer.
5. Opinions expressed or statements made by persons during the course of a Council meeting, and contained within the audio recording, are the opinions or statements of those individual persons and do not represent opinions or statements of the EMRC. The recording is not, and shall not be taken to be, a confirmed official record of Council, or of any meeting or discussion to which it relates or may appear to relate.
6. The recording of Council meetings shall assist in the preparation of the minutes of Council consistent with the objectives of section 1.3(2)(c) of the *Local Government Act 1995*.
7. The official record of the meeting will be the written minutes prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, which require confirmation by Council resolution and must be signed by the person presiding at the meeting.

#### **Access to and Permitted Use of Recordings**

8. The audio recording excluding those parts of the meeting that were closed to the public by resolution of Council shall be made available on the EMRC's website following the Council meeting.
9. For the avoidance of doubt any confidential items that have been closed to the public shall be automatically recorded but will not be made publicly available on the EMRC's website unless resolved by Council to do so.
10. The Chief Executive Officer is to determine whether to release or withhold all or part of the audio recordings of any Council meeting, including deputations, if the recording contains inappropriate, offensive or inaccurate comments.
11. The EMRC prohibits any reproduction, distribution, republication and/or retransmission of Council meeting audio recordings without the prior written consent of the EMRC.

#### **Retention and Disposal of Audio Recordings**

12. Audio recordings will be retained in accordance with the *State Records Act 2000*.
13. Disposal will be in accordance with the General Disposal Authority for Local Government Records which allow for the destruction of the audio recordings of Council meetings one (1) year after confirmation of the minutes of meeting.

#### **Dispute Resolution**

14. All disputes in regard to this Policy will be referred to the Chief Financial Officer in the first instance. In the event that an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for determination.



### FINANCIAL CONSIDERATIONS

The costs of implementing the audio recording and making it publicly accessible will be budgeted for.

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Adopted/Reviewed by Council

1. 19 March 2020

Next Review

Following the Ordinary Elections in 2021

Responsible Directorate

Business Support Team



#### **14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN**

##### **REFERENCE: D2020/05050**

The following items are included in the Information Bulletin, which accompanies the Agenda.

- 1.1 REGISTER OF COUNCIL RESOLUTIONS (Ref: D2020/05057)
- 1.2 CEO EXERCISE OF DELEGATED POWERS AND DUTIES (Ref: D2020/02127)
- 1.3 COUNCIL TONNAGE COMPARISONS AS AT 31 JANUARY 2020 (Ref: D2020/05056)

#### **RECOMMENDATION(S)**

That Council notes the items contained in the Information Bulletin accompanying the 19 March 2020 Ordinary Meeting of Council Agenda.

#### **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR



## **15 REPORTS OF COMMITTEES**

### **15.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING HELD 27 FEBRUARY 2020**

**(REFER TO MINUTES OF COMMITTEE)**

**REFERENCE: D2020/00465 (CEOPRC) – D2020/04766**

The minutes of the Chief Executive Officer Performance Review Committee meeting held on **5 March 2020** accompany and form part of this agenda – (refer to mauve section of 'Minutes of Committees' for Council accompanying this Agenda).

## **QUESTIONS**

The Chairman invites general questions from members on the minutes of the Chief Executive Officer Performance Review Committee. Any questions relating to the confidential reports will be dealt with under section 19 of the agenda "Confidential Items."

## **RECOMMENDATION(S)**

That Council notes the minutes of the Chief Executive Officer Performance Review Committee Meeting held on 27 February 2020 (Section 15.1).

## **COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR

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**15.2 WASTE ADVISORY COMMITTEE MEETING HELD 5 MARCH 2020  
(REFER TO MINUTES OF COMMITTEE)**

**REFERENCE: D2020/03981 (WAC) – D2020/05021**

The minutes of the Waste Advisory Committee meeting held on **5 March 2020** accompany and form part of this agenda – (refer to yellow section of 'Minutes of Committees' for Council accompanying this Agenda).

**QUESTIONS**

The Chairman invites general questions from members on the minutes of the Waste Advisory Committee.

**RECOMMENDATION(S)**

That with the exception of items ....., which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Waste Advisory Committee report (Section 15.2).

**COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR



**15.3 AUDIT COMMITTEE MEETING HELD 5 MARCH 2020**  
**(REFER TO MINUTES OF COMMITTEE)**  
**REFERENCE: D2020/00412 (AC) – D2020/01088**

The minutes of the Audit Committee meeting held on **5 March 2020** accompany and form part of this agenda – (refer to pink section of 'Minutes of Committees' for Council accompanying this Agenda).

**QUESTIONS**

The Chairman invites general questions from members on the minutes of the Audit Committee.

**RECOMMENDATION(S)**

That with the exception of items ....., which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Audit Committee report (Section 15.3).

**COUNCIL RESOLUTION(S)**

MOVED CR

SECONDED CR



## **16 REPORTS OF DELEGATES**

## **17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

## **18 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING**

## **19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

### **RECOMMENDATION (Closing meeting to the public)**

That with the exception of ....., the meeting be closed to members of the public in accordance with Section 5.23 (2) of the *Local Government Act 1995* for the purpose of dealing with matters of a confidential nature.

### **COUNCIL RESOLUTION**

MOVED CR

SECONDED CR

#### **19.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES – SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW PROCESS**

**REFERENCE: D2020/04781**

This item is recommended to be confidential because it contains matters affecting an employee and is to be treated as confidential in accordance with EMRC Policy 4.1 – Chief Executive Officer Appointment, Performance Assessment and Review Policy.

See Confidential Item circulated with the Agenda under Separate Cover.

#### **19.2 ITEM 15.2 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES - CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2020**

**REFERENCE: D2020/04784**

This item is recommended to be confidential because it contains matters affecting an employee and is to be treated as confidential in accordance with EMRC Policy 4.1 – Chief Executive Officer Appointment, Performance Assessment and Review Policy.

See Confidential Item circulated with the Agenda under Separate Cover.



## 20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on **Thursday 23 April 2020 (if required)** at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

### Future Meetings 2020

Thursday	23 April (if required)	at	EMRC Administration Office
Thursday	21 May (if required)	at	EMRC Administration Office
Thursday	18 June	at	EMRC Administration Office
Thursday	23 July (if required)	at	EMRC Administration Office
Thursday	20 August (if required)	at	EMRC Administration Office
Thursday	17 September	at	EMRC Administration Office
Thursday	22 October (if required)	at	EMRC Administration Office
Thursday	3 December	at	EMRC Administration Office
January 2021 (recess)			

## 21 DECLARATION OF CLOSURE OF MEETING