



Ordinary Meeting of Council

AGENDA

to be held on
Thursday, 18 June 2020
at **6:00pm**, at the
EMRC Administration Office
1st Floor, 226 Great Eastern Highway
BELMONT WA 6104

Meeting Room: Council Chambers

Due to COVID-19 pandemic, meetings of Council will be isolated within the Council Chambers and the public gallery will be situated in the adjoining function room and limited to numbers in accordance with Government COVID-19 requirements.

The meeting will be audio recorded and available through the EMRC's website at www.emrc.org.au.

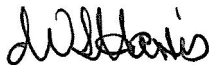
Public question time will continue as usual but questions may only be submitted electronically prior to the meeting, no later than 4.00pm on the 18 June 2020 to CouncilEnquiry@emrc.org.au

**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, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 18 June 2020**, commencing at **6:00pm**.



WENDY HARRIS
Acting Chief Executive Officer

12 June 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 (Chairman)	EMRC Member	Town of Bassendean
Cr Doug Jeans (Deputy Chairman)	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

18 June 2020

(REF: D2020/05568)

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

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

3 DISCLOSURE OF INTERESTS

4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6 PUBLIC QUESTION TIME



7 APPLICATIONS FOR LEAVE OF ABSENCE

8 PETITIONS, DEPUTATIONS AND PRESENTATIONS

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 21 MAY 2020

That the minutes of the Ordinary Meeting of Council held on 21 May 2020 which have been distributed, be confirmed.

COUNCIL RESOLUTION

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 OFFICERS ADVISORY COMMITTEE MINUTES – MATTRESS RECYCLING

13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING



14 REPORTS OF EMPLOYEES

- Item 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH APRIL 2020
- Item 14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 APRIL 2020
- Item 14.3 SUNDRY DEBTOR WRITE OFF
- Item 14.4 MAKING OF THE EASTERN METROPOLITAN REGIONAL COUNCIL (EMRC) WASTE MANAGEMENT FACILITIES LOCAL LAW 2020
- Item 14.5 INTERIM ARRANGEMENT TO OPERATE BAYWASTE TRANSFER STATION
- Item 14.6 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



14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF APRIL 2020

REFERENCE: D2020/09572

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 April 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 April 2020 is provided for noting.

Recommendation(s)

That Council notes the CEO's list of accounts for April 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 \$11,121,144.15.

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.

REPORT

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



Item 14.1 continued

Municipal Fund	EFT Payments	EFT44089 – EFT44167	
	Cheque Payments	220494– 220500	
	Payroll EFT	PAY 2020-21 & PAY 2020-22	
	Direct Debits		
	- Superannuation	DD20117.1 – DD20117.25 & DD20118.1 – DD20118.25	
	- Bank Charges	1*APR20	
	- Other	1693 – 1709	\$11,121,144.15
	Less Cancelled EFT's & Cheques		Nil
Trust Fund	Not Applicable		Nil
Total			\$11,121,144.15

Summary of Expenditure for the Month of April 2020	
Payroll	\$521,069.43
Term Deposit Investments	\$6,000,000.00
Capital Expenditure	\$840,143.21
Operating Expenditure	
- Landfill Levy *	\$3,186,439.23
- Other	\$573,492.28
Total	\$11,121,144.15

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

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.



Item 14.1 continued

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)

CEO's Delegated Payments List for the month of April 2020 (Ref: D2020/10334)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council notes the CEO's list of accounts for April 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 \$11,121,144.15.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



Eastern Metropolitan Regional Council

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

Cheque / EFT No	Date	Payee		Amount
EFT44089	01/04/2020	AGPARTS WAREHOUSE	EQUIPMENT PURCHASE	3,355.00
EFT44090	01/04/2020	CHARLIE ZANNINO	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44091	01/04/2020	DEPARTMENT OF AGRICULTURE, WATER AND THE ENVIRONMENT	BIOSECURITY AUDIT FEE	760.00
EFT44092	01/04/2020	DOUG JEANS	QUARTERLY COUNCILLORS PAYMENT	3,893.94
EFT44093	01/04/2020	DYLAN O'CONNOR	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44094	01/04/2020	FILOMENA PIFFARETTI	COUNCILLORS ATTENDANCE FEE	238.00
EFT44095	01/04/2020	GIORGIA JOHNSON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44096	01/04/2020	IAN JOHNSON	COUNCILLORS ATTENDANCE FEE	238.00
EFT44097	01/04/2020	JAI WILSON	QUARTERLY COUNCILLORS PAYMENT	8,975.50
EFT44098	01/04/2020	JANET POWELL	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44099	01/04/2020	JOHN DAW	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44100	01/04/2020	KATHRYN HAMILTON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44101	01/04/2020	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	3,624.50
EFT44102	01/04/2020	LESLEY BOYD	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44103	01/04/2020	LORNA CLARKE	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44104	01/04/2020	MEL CONGERTON	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44105	01/04/2020	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - RED HILL	1,452.00
EFT44106	01/04/2020	ODOUR CONTROL SYSTEMS INTERNATIONAL LTD	ALTERNATIVE DAILY COVER MATERIAL	8,410.83
EFT44107	01/04/2020	OFFICE LINE GROUP	PURCHASE OF OFFICE EQUIPMENTS	7,749.50
EFT44108	01/04/2020	PHIL MARKS	COUNCILLORS ATTENDANCE FEE	476.00
EFT44109	01/04/2020	STEPHEN K WOLFF	QUARTERLY COUNCILLORS PAYMENT	2,640.00
EFT44110	08/04/2020	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	1,714.11
EFT44111	08/04/2020	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT44112	08/04/2020	CIVIL AUTO ELECTRICS PTY LTD	PLANT REPAIR	413.05
EFT44113	08/04/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	RED HILL - LICENCE AMENDMENT	26,584.44
EFT44114	08/04/2020	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	915.99
EFT44115	08/04/2020	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	2,165.16
EFT44116	08/04/2020	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - COPPIN ROAD TRANSFER STATION	1,012.00
EFT44117	08/04/2020	PAYG PAYMENTS	PAYG TAXATION PAYMENT	78,566.00
EFT44118	08/04/2020	STUDIO ORANGE PTY LTD	CONSULTING FEE - REGIONAL INTEGRATED TRANSPORT STRATEGY	2,252.80
EFT44119	08/04/2020	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	111.49
EFT44120	08/04/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	420.39
EFT44121	15/04/2020	ACUMENTIS (WA) PTY LTD (FORMERLY LMW)	VALUATION REPORT ON LAND	8,800.00
EFT44122	15/04/2020	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	2,244.54
EFT44123	15/04/2020	BP AUSTRALIA PTY LTD	FUEL PURCHASES	54,789.02
EFT44124	15/04/2020	BP AUSTRALIA PTY LTD	OIL PURCHASES	3,733.14
EFT44125	15/04/2020	DEPARTMENT OF AGRICULTURE, WATER AND THE ENVIRONMENT	APPLICATION FEE	60.00
EFT44126	15/04/2020	FOSTER PLUMBING AND GAS	PLUMBING WORKS AT HAZELMERE - WWtE	5,813.50
EFT44127	15/04/2020	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES	5,318.50
EFT44128	15/04/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	587.41
EFT44129	15/04/2020	TOTAL GREEN RECYCLING	HARDWARE SUPPLIES	300.00
EFT44130	15/04/2020	WEST FORCE PLUMBING AND GAS	PLUMBING REPAIR AT RED HILL	214.50



Eastern Metropolitan Regional Council

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

Cheque / EFT No	Date	Payee		Amount
EFT44131	15/04/2020	WESTERN METROPOLITAN REGIONAL COUNCIL	LSL ENTITLEMENT	4,050.00
EFT44132	15/04/2020	WORKFORCE ADMINISTRATION (AUST) PTY LTD (PORTNER PRESS)	ANNUAL SUBSCRIPTION RENEWAL	990.00
EFT44133	15/04/2020	BONDOR (METECNO PTY LIMITED T/AS)	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	6,124.80
EFT44134	15/04/2020	EES SHIPPING PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	4,462.62
EFT44135	15/04/2020	IBEX AUSTRALIA	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	10,427.22
EFT44136	15/04/2020	INLEx ENGINEERING PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	3,080.00
EFT44137	15/04/2020	L & H GROUP	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	684.88
EFT44138	15/04/2020	MICHAEL COUCH	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,800.00
EFT44139	15/04/2020	MIDALIA STEEL (ONESTEEL)	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,729.18
EFT44140	15/04/2020	TEMPERATURE CONTROLS PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	7,820.73
EFT44141	15/04/2020	UNITED EQUIPMENT PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	11,231.77
EFT44142	15/04/2020	ZEDFLO AUSTRALIA - PROCESS CONTROL INSTRUMENTATION PTY LTD T/AS	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	198.00
EFT44143	21/04/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	LICENCE AMENDMENT FEE - RED HILL	4,454.00
EFT44144	21/04/2020	DEPUTY COMMISSIONER OF TAXATION	GST PAYMENT	177,171.00
EFT44145	21/04/2020	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	1,257.01
EFT44146	21/04/2020	AMER SAABI	STAFF REIMBURSEMENT	105.60
EFT44147	21/04/2020	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT44148	21/04/2020	IAN BANCROFT	BUILDING REPAIR & MAINTENANCE	550.00
EFT44149	21/04/2020	MARKETFORCE	MARKETING MATERIALS - VARIOUS NOTICES	1,868.04
EFT44150	21/04/2020	PAYG PAYMENTS	PAYG TAXATION PAYMENT	78,134.00
EFT44151	21/04/2020	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	1,134.99
EFT44152	21/04/2020	WEST FORCE PLUMBING AND GAS	PLUMBING WORKS AT RED HILL	1,391.50
EFT44153	24/04/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	QUARTERLY LANDFILL LEVY	3,186,439.23
EFT44154	24/04/2020	DAVID BERESFORD	STAFF REIMBURSEMENT	74.89
EFT44155	24/04/2020	TANK MASTER AUSTRALIA PTY LTD	EQUIPMENT PURCHASE	5,079.00
EFT44156	24/04/2020	WBHO INFRASTRUCTURE AUSTRALIA PTY LTD	PROGRESS PAYMENT - LANDFILL CELL CONSTRUCTION COSTS (RED HILL LANDFILL FACILITY)	610,952.84
EFT44157	30/04/2020	ADECCO AUSTRALIA PTY LTD	LABOUR HIRE	2,171.20
EFT44158	30/04/2020	ARNWOOD PTY LTD ATF THE WATTS FAMILY TRUST	PLANT PARTS	308.00
EFT44159	30/04/2020	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	2,594.27
EFT44160	30/04/2020	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	206.36
EFT44161	30/04/2020	B&J CATALANO PTY LTD	BLASTING OF CAPROCK - LANDFILL CELL CONSTRUCTION (RED HILL LANDFILL FACILITY)	155,602.34
EFT44162	30/04/2020	CARPENTRY, HOUSE AND YARD MAINTENANCE	BUILDING REPAIR & MAINTENANCE AT HAZELMERE	1,540.00
EFT44163	30/04/2020	EES SHIPPING PTY LTD	WEIGHBRIDGE OFFICE	2,022.06
EFT44164	30/04/2020	FUJI XEROX AUSTRALIA PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	619.81
EFT44165	30/04/2020	HUMES CONCRETE PIPES	PHOTOCOPIER MAINTENANCE & SUPPLIES	4,101.24
EFT44166	30/04/2020	SEVENTH DAY ADVENTIST CHURCH	SUPPLY OF WELL LINERS	66.00
EFT44167	30/04/2020	TELSTRA CORPORATION LTD	REFUND OF DUPLICATE PAYMENT	6,337.53
220494	01/04/2020	EMRC PETTY CASH - COPPIN ROAD	TELEPHONE CHARGES	56.10
220495	01/04/2020	EMRC PETTY CASH - HAZELMERE	PETTY CASH RECOUP	155.60
220496	01/04/2020	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	28.05
220497	01/04/2020	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	32.00
220498	08/04/2020	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	750.45



Eastern Metropolitan Regional Council

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

Cheque / EFT No	Date	Payee		Amount
220499	15/04/2020	WATER CORPORATION	WATER RATES & USAGE - ASCOT PLACE & HAZELMERE	62.95
220500	16/04/2020	WATER CORPORATION	WATER RATES & USAGE - ASCOT PLACE & HAZELMERE	1,027.65
PAY 2020-21	14/04/2020	PAYROLL FE 14/4/2020	PAYROLL	217,916.42
PAY 2020-22	28/04/2020	PAYROLL FE 28/4/2020	PAYROLL	215,544.65
1*APR20	01/04/2020	BANK CHARGES 1872 - 1876	BANK FEES & CHARGES	1,552.38
DD20117.1	27/04/2020	WALGS PLAN	SUPERANNUATION	26,626.03
DD20117.2	27/04/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	1,169.99
DD20117.3	27/04/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	252.84
DD20117.4	27/04/2020	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	193.07
DD20117.5	27/04/2020	PLUM SUPERANNUATION FUND (MLC)	SUPERANNUATION	1,229.82
DD20117.6	27/04/2020	MARANI SUPER FUND	SUPERANNUATION	997.11
DD20117.7	27/04/2020	AMP - SIGNATURESUPER	SUPERANNUATION	1,081.52
DD20117.8	27/04/2020	HUB24 SUPER FUND	SUPERANNUATION	197.39
DD20117.9	27/04/2020	MERCER SMART SUPER PLAN	SUPERANNUATION	312.77
DD20117.10	27/04/2020	ING LIVING SUPER	SUPERANNUATION	326.72
DD20117.11	27/04/2020	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	314.87
DD20117.12	27/04/2020	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	621.15
DD20117.13	27/04/2020	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	541.48
DD20117.14	27/04/2020	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	297.66
DD20117.15	27/04/2020	CBUS INDUSTRY SUPER	SUPERANNUATION	984.90
DD20117.16	27/04/2020	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	232.63
DD20117.17	27/04/2020	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	SUPERANNUATION	454.69
DD20117.18	27/04/2020	MTAA SUPERANNUATION FUND	SUPERANNUATION	225.77
DD20117.19	27/04/2020	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	589.71
DD20117.20	27/04/2020	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	2,710.59
DD20117.21	27/04/2020	AUSTRALIAN SUPER	SUPERANNUATION	2,989.79
DD20117.22	27/04/2020	LEGALSUPER	SUPERANNUATION	401.92
DD20117.23	27/04/2020	SUNSUPER	SUPERANNUATION	677.26
DD20117.24	27/04/2020	MLC SUPER FUND	SUPERANNUATION	565.56
DD20117.25	27/04/2020	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	296.53
DD20118.1	27/04/2020	WALGS PLAN	SUPERANNUATION	26,879.81
DD20118.2	27/04/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	1,117.74
DD20118.3	27/04/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	252.84
DD20118.4	27/04/2020	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	188.20
DD20118.5	27/04/2020	PLUM SUPERANNUATION FUND (MLC)	SUPERANNUATION	1,229.82
DD20118.6	27/04/2020	MARANI SUPER FUND	SUPERANNUATION	997.11
DD20118.7	27/04/2020	AMP - SIGNATURESUPER	SUPERANNUATION	1,081.52
DD20118.8	27/04/2020	HUB24 SUPER FUND	SUPERANNUATION	197.39
DD20118.9	27/04/2020	MERCER SMART SUPER PLAN	SUPERANNUATION	312.77
DD20118.10	27/04/2020	ING LIVING SUPER	SUPERANNUATION	272.27
DD20118.11	27/04/2020	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	623.42
DD20118.12	27/04/2020	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	621.15



Eastern Metropolitan Regional Council

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

Cheque / EFT No	Date	Payee		Amount
DD20118.13	27/04/2020	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	318.42
DD20118.14	27/04/2020	CBUS INDUSTRY SUPER	SUPERANNUATION	960.03
DD20118.15	27/04/2020	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	230.74
DD20118.16	27/04/2020	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	263.49
DD20118.17	27/04/2020	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	SUPERANNUATION	452.86
DD20118.18	27/04/2020	MTAA SUPERANNUATION FUND	SUPERANNUATION	219.80
DD20118.19	27/04/2020	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	605.31
DD20118.20	27/04/2020	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	2,712.00
DD20118.21	27/04/2020	AUSTRALIAN SUPER	SUPERANNUATION	2,915.14
DD20118.22	27/04/2020	LEGALSUPER	SUPERANNUATION	401.92
DD20118.23	27/04/2020	SUNSUPER	SUPERANNUATION	673.82
DD20118.24	27/04/2020	MLC SUPER FUND	SUPERANNUATION	566.24
DD20118.25	27/04/2020	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	296.53
1693	15/04/2020	BANK OF QUEENSLAND	TERM DEPOSIT INVESTMENT	3,000,000.00
1694	15/04/2020	SUNCORP BANK	TERM DEPOSIT INVESTMENT	3,000,000.00
1695	09/04/2020	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTION, INC.	ANNUAL RENEWAL FEE - SOFTWARE APPLICATION	9,317.30
1696	09/04/2020	QUANTUM ES LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	16,787.33
1697	21/04/2020	AUSTRACLEAR LIMITED (ASX)	FINANCIAL SERVICES FEE	8.25
1698	15/04/2020	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	1,503.33
1699	15/04/2020	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	1,915.97
1700	15/04/2020	WBC - CORPORATE MASTERCARD - DOUGLAS DARMAGO	CREDIT CARD PURCHASES	2,785.22
1701	15/04/2020	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KUA	CREDIT CARD PURCHASES	17.00
1702	15/04/2020	WBC - CORPORATE MASTERCARD - H LIEW	CREDIT CARD PURCHASES	76.36
1703	15/04/2020	WBC - CORPORATE MASTERCARD - IZABELLA KRZYSKO	CREDIT CARD PURCHASES	37.00
1704	15/04/2020	WBC - CORPORATE MASTERCARD - MARCUS GEISLER	CREDIT CARD PURCHASES	17.00
1705	15/04/2020	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	1,007.47
1706	15/04/2020	WBC - CORPORATE MASTERCARD - T BEINHAEUER	CREDIT CARD PURCHASES	519.27
1707	15/04/2020	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	1,278.99
1708	15/04/2020	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	289.60
1709	15/04/2020	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	700.88
SUB TOTAL				11,121,144.15
LESS CANCELLED EFTs & CHEQUES				Nil
TOTAL				11,121,144.15

All Employee Superannuation obligations for the period April 2020 has been paid by the EMRC.



14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 APRIL 2020

REFERENCE: D2020/09573

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 30 April 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 30 April 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 30 April 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 30 April 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 30 April 2020 is a favourable variance of \$1,365,613 (67.80%) against budget. The following information is provided on key aspects of Council's year to date financial performance:

<u>Operating Income</u>	<i>Actuals for the Year</i>	An unfavourable variance of \$319,429 (1.60%).
	<i>End of Year Forecast</i>	A favourable variance of \$84,720 (0.35%).

Operating Income variances previously reported to Council:

1. The full year forecast for Operating Grants is above the annual budget by \$51,929 (18.22%). 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*).
2. Year to date Reimbursements of \$758,784 is \$100,274 (15.23%) below the budget of \$658,510. 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.

3. The full year for Other Income has been forecast to be below the annual budget by \$721,791 (26.98%). 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 (\$400,000 compared to a budget of \$700,000).

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 30 April 2020.

<u>Operating Expenditure</u>	<i>Actuals for the Year</i>	A favourable variance of \$1,685,042 (9.40%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$595,725 (2.88%).

Operating Expenditure variances previously reported to Council:

1. Year to date Salary Expenses of \$6,978,031 is \$963,870 (12.14%) below the budget of \$7,941,901. The variance is attributable to the timing of filling vacant positions and budgeted positions that are yet to be filled.



Item 14.2 continued

2. Year to date Contract Expenses of \$3,158,721 is \$671,437 (17.53%) below the budget of \$3,830,158 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 (\$250,289), Corporate Services (\$246,694), Environmental Services (\$132,444) and the Regional Development (\$39,949).

3. The full year forecast for Material Expenses has been forecast to be above the annual budget by \$197,231 (17.70%). 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 \$155,706 for Waste Services. This is offset by an increase in income for commercial tonnages at the Red Hill Waste Management Facility.
4. 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.
5. 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.
6. Year to date Miscellaneous Expenses (excluding the Landfill Levy expenses) is currently \$83,774 (11.02%) below the budget of \$760,490. Projects where the expenditures are lower than budget for various directorates/business units include: Corporate Services (\$150,827), Environmental Services (\$11,313) and the Regional Development (\$21,778). This is off-set by expenditure greater than budget in the Waste Services business unit (\$83,774).

The full year forecast for Miscellaneous Expenses (excluding the Landfill Levy expenses) is \$98,650 (10.54%) above the budget of \$936,306. This variance is primarily attributable to the Hazelmere site being now classified as a commercial site for rating purposes (\$136,800 compared to a budget of \$3,590).
7. Year to date Cost Allocated Expenses of \$568,460 is \$322,066 (36.17%) below the budget of \$890,526. 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 \$832,549 (37.97%).

There were no further significant Operating Expenditure variances as at 30 April 2020.

<u>*Other Revenues and Expenses (Net)</u>	<i>Actuals for the Year</i>	A favourable variance of \$1,075,683 (29.16%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$390,868 (7.87%).

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. 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.



Item 14.2 continued

3. Year to date Interest Restricted Cash Investments of \$1,707,549 is \$208,952 (13.94%) above the budget of \$1,498,597. This is attributable to the higher level of funds available for investment as at 30 April 2020, and a higher average interest rate expected to be received for the 2019/2020 financial year (2.18% as at 30 April 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%).
4. 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).
5. Proceeds from Sale of Assets of \$326,136 is \$121,136 (59.09%) 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 \$96,795 (47.22%) 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.

6. 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.
7. 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.
8. Year to date Contract Expenses (Other Expenses) of \$267,870 is \$327,074 (54.98%) below the budget of \$594,944. 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 was not due to be commissioned until approximately June 2020. The full year forecast for Contract Expenses (Other Expenses) is \$231,058 (25.95%) below the budget of \$890,463.
9. Year to date for Material Expenses (Other Expenses) is \$37,113 (80.44%) below the budget of \$46,140. The variance relates principally to the timing of the WWtE Project (\$845 compared to a budget of \$27,910) which was not due to be commissioned until approximately June 2020 together with the lower level of expenditure at the Hazelmere C&I facility (\$1,764 compared to a budget of \$11,010) due to the lower level of tonnages received through the facility. The full year forecast for Material Expenses (Other Expenses) is \$36,823 (48.79%) below the budget of \$75,475.
10. Year to date Depreciation Expenses (Other Expenses) of \$64,039 is \$128,455 (66.73%) below the budget of \$192,494. The variance is due to the timing of the WWtE Project (\$27,300 compared to a budget of \$163,670) which was not due to be commissioned until approximately June 2020 as well as the timing and/or carry forward of capital expenditure associated with the Hazelmere Resource Recovery Park projects. The full year forecast for Depreciation Expenses (Other Expenses) is \$314,138 (62.42%) below the budget of \$503,290.
11. 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 was not due to be commissioned until approximately June 2020.



Item 14.2 continued

12. Year to date Carrying Amount of Assets Disposed Of (Other Expenses) of \$170,261 is \$41,587 (32.32%) above the budget of \$128,674. 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. The full year forecast for Carrying Amount of Assets Disposed Of (Other Expenses) is \$37,836 (24.57%) above the budget of \$153,999.

13. Year to date Costs Allocated of \$411,488 is \$181,037 (30.55%) below the budget of \$592,525. 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.

There were no further significant Other Revenues and Expenses variances as at 30 April 2020.

<u>Other Comprehensive Income</u>	<i>Actuals for the Year</i>	n/a.
	<i>End of Year Forecast</i>	An unfavourable variance of \$18,789,200.

The full year forecast of \$18,789,200 represents the EMRC's FOGO contribution of \$13,789,200 to Member Councils as well as a Dividend distribution of \$5,000,000 to Member Councils which is anticipated to be paid by 30 June 2020.

Capital Expenditure Statement (refer Attachment 2)

<u>Capital Expenditure</u>	<i>Actuals for the Year</i>	A favourable variance of \$4,948,863.
	<i>End of Year Forecast</i>	A favourable variance of \$7,022,643.

Capital Expenditure variances:

A favourable variance of \$4,948,863 existed as at 30 April 2020 when compared to the budget of \$13,985,213. 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 30 April 2020 include:

- Construct Class III Cell - Stage 14 - Red Hill Landfill Facility - \$3,414,117;
- Purchase / Replace Plant - Red Hill Landfill Facility - \$1,758,975;
- Construct and Commission Resource Recovery Park - WWtE Building - \$1,234,797;
- Purchase Resource Recovery Park - WWtE Plant and Equipment - \$819,823;
- Construct and Commission Resource Recovery Park - Site Infrastructure - \$467,658;
- Purchase Vehicles - Ascot Place and Red Hill Landfill Facility - \$378,733; and
- Purchase / Replace Minor Plant and Equipment Plant - Red Hill Landfill Facility - \$194,423.

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 \$7,022,643 (26.07%) below the budget of \$26,940,712.



Item 14.2 continued

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 Recycling Centre - \$529,182 (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);
- 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);
- Purchase Vehicles - Ascot Place and - \$110,000;
- 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 / Refurbish Plant - Red Hill Landfill Facility - \$531,475; and
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 - \$86,000.
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 30 April 2020 totals \$203,658,009. This is an increase of \$8,144,407 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 \$19,691,073.



Item 14.2 continued

Statement of Cash and Investments (refer Attachment 4)

The level of cash and investments in the Municipal Fund as at 30 April 2020 is \$23,915,209 and Restricted Cash amount to 80,107,946.

The net movement for the month is a reduction of \$1,997,669.

It has been forecast that Total Cash and Investments as at 30 June 2020 will be below the original budget of \$90,373,880 by \$13,127,666. This is primarily as a result of the proposed payments by 30 June 2020 to member councils for the FOGO contribution totalling \$13,789,200 and a dividend distribution of \$5,000,000 to Member Councils. This is off-set by the lower level of forecast capital expenditure compared to budget that has been forecast for 2019/2020.

Investment Report (refer Attachment 5)

Term deposits valued at \$22,000,000 matured during April 2020 of which \$6,000,000 was reinvested into further term deposits. The remaining funds were redeemed and are currently held to fund the FOGO and Dividend distribution to Member Councils.

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

Member Council	Implication Details
Town of Bassendean	As outlined in the report.
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: D2020/10309)
2. Capital Expenditure Statement (Ref: D2020/10310)
3. Statement of Financial Position (Ref: D2020/10311)
4. Statement of Cash and Investments (Ref: D2020/10317)
5. Investment Report (Ref: D2020/10318)



Item 14.2 continued

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 30 April 2020.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

APRIL 2020

Year to Date				Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Operating Income							
\$28,006,403	\$28,641,851	(\$635,448)	(U)	User Charges	\$34,659,733	\$34,022,683	\$637,050 (F)
(\$12,082,795)	(\$12,173,100)	\$90,305	(F)	<u>Less</u> Landfill Levy Charges	(\$14,770,011)	(\$14,607,723)	(\$162,288) (U)
\$15,923,608	\$16,468,751	(\$545,143)	(U)	Net User Charges	\$19,889,722	\$19,414,960	\$474,762 (F)
\$380,814	\$376,186	\$4,628	(F)	Special Charges	\$460,285	\$442,603	\$17,682 (F)
\$526,681	\$513,026	\$13,655	(F)	Contributions	\$521,955	\$563,447	(\$41,492) (U)
\$239,154	\$232,500	\$6,654	(F)	Operating Grants	\$336,929	\$285,000	\$51,929 (F)
\$213,328	\$224,990	(\$11,662)	(U)	Interest Municipal Cash Investments	\$262,000	\$270,000	(\$8,000) (U)
\$758,784	\$658,510	\$100,274	(F)	Reimbursements	\$1,101,889	\$790,259	\$311,630 (F)
\$1,582,665	\$1,470,500	\$112,165	(F)	Other	\$1,953,806	\$2,675,597	(\$721,791) (U)
\$19,625,034	\$19,944,463	\$319,429	(U)	Total Operating Income	\$24,526,586	\$24,441,866	\$84,720 (F)
Operating Expenditure							
\$6,978,031	\$7,941,901	\$963,870	(F)	Salary Expenses	\$8,696,446	\$9,645,073	\$948,627 (F)
\$3,158,721	\$3,830,158	\$671,437	(F)	Contract Expenses	\$4,854,576	\$4,666,382	(\$188,194) (U)
\$911,246	\$923,229	\$11,983	(F)	Material Expenses	\$1,311,500	\$1,114,269	(\$197,231) (U)
\$266,401	\$269,850	\$3,449	(F)	Utility Expenses	\$332,144	\$327,525	(\$4,619) (U)
\$612,147	\$612,120	(\$27)	(U)	Fuel Expenses	\$821,188	\$734,688	(\$86,500) (U)
\$227,688	\$215,200	(\$12,488)	(U)	Insurance Expenses	\$565,675	\$258,545	(\$307,130) (U)
\$3,787,585	\$4,070,490	\$282,905	(F)	Depreciation Expenses	\$4,749,975	\$4,923,631	\$173,656 (F)
\$676,716	\$760,490	\$83,774	(F)	Miscellaneous Expenses	\$1,034,956	\$936,306	(\$98,650) (U)
\$195,135	\$197,340	\$2,205	(F)	Provision Expenses	\$239,956	\$236,821	(\$3,135) (U)
(\$568,460)	(\$890,526)	(\$322,066)	(U)	Costs Allocated	(\$1,360,256)	(\$2,192,805)	(\$832,549) (U)
\$16,245,210	\$17,930,252	\$1,685,042	(F)	Total Operating Expenditure	\$21,246,160	\$20,650,435	(\$595,725) (U)
\$3,379,824	\$2,014,211	\$1,365,613	(F)	OPERATING RESULT FROM NORMAL ACTIVITIES	\$3,280,426	\$3,791,431	(\$511,005) (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

APRIL 2020

Year to Date				Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance	
Other Revenues							
\$32,747	\$37,510	(\$4,763)	(U)	User Charges	\$45,000	\$815,500	(\$770,500) (U)
\$4,134,552	\$4,042,586	\$91,966	(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)
\$1,707,549	\$1,498,597	\$208,952	(F)	Interest Restricted Cash Investments	\$1,860,569	\$1,604,959	\$255,610 (F)
\$0	\$40	(\$40)	(U)	Reimbursements	\$35,050	\$50	\$35,000 (F)
\$326,136	\$205,000	\$121,136	(F)	Proceeds from Sale of Assets	\$301,795	\$205,000	\$96,795 (F)
\$6,976	\$7,500	(\$524)	(U)	Other	\$8,000	\$956,262	(\$948,262) (U)
\$6,207,960	\$5,791,233	\$416,727	(F)	Total Other Revenues	\$7,247,794	\$8,577,775	(\$1,329,981) (U)
Other Expenses							
\$434,488	\$455,203	\$20,715	(F)	Salary Expenses	\$737,880	\$1,040,075	\$302,195 (F)
\$267,870	\$594,944	\$327,074	(F)	Contract Expenses	\$659,405	\$890,463	\$231,058 (F)
\$9,027	\$46,140	\$37,113	(F)	Material Expenses	\$38,652	\$75,475	\$36,823 (F)
\$9,497	\$14,820	\$5,323	(F)	Utility Expenses	\$17,670	\$28,700	\$11,030 (F)
\$0	\$300	\$300	(F)	Fuel Expenses	\$500	\$1,000	\$500 (F)
\$43,927	\$26,437	(\$17,490)	(U)	Insurance Expenses	\$56,745	\$55,406	(\$1,339) (U)
\$64,039	\$192,494	\$128,455	(F)	Depreciation Expenses	\$189,152	\$503,290	\$314,138 (F)
\$32,780	\$50,796	\$18,016	(F)	Miscellaneous Expenses	\$88,055	\$133,350	\$45,295 (F)
\$170,261	\$128,674	(\$41,587)	(U)	Carrying Amount of Assets Disposed Of	\$191,835	\$153,999	(\$37,836) (U)
\$411,488	\$592,525	\$181,037	(F)	Costs Allocated	\$691,866	\$729,115	\$37,249 (F)
\$1,443,377	\$2,102,333	\$658,956	(F)	Total Other Expenses	\$2,671,760	\$3,610,873	\$939,113 (F)
\$4,764,583	\$3,688,900	\$1,075,683	(F)	OPERATING RESULT FROM OTHER ACTIVITIES	\$4,576,034	\$4,966,902	(\$390,868) (U)
Surplus	Surplus			Surplus	Surplus		
\$8,144,407	\$5,703,111	\$2,441,296	(F)	NET RESULT	\$7,856,460	\$8,758,333	(\$901,873) (U)
Surplus	Surplus			Surplus	Surplus		
Realised/Unrealised (Gain)/Loss From Change in Fair Value of Investments							
\$0	\$0	\$0	(F)	Unrealised (Gain)/Loss	\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Realised (Gain)/Loss	\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Total (Gain)/Loss from change in Fair Value of Investments	\$0	\$0	\$0 (F)
Other Comprehensive Income							
\$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)
\$0	\$0	\$0	(F)	FOGO Contribution to Member Councils	(\$13,789,200)	\$0	\$13,789,200 (U)
\$0	\$0	\$0	(F)	Dividend Distribution to Member Councils	(\$5,000,000)	\$0	\$5,000,000 (U)
\$0	\$0	\$0	(F)	Total Other Comprehensive Income	(\$18,789,200)	\$0	\$18,789,200 (U)
\$8,144,407	\$5,703,111	\$2,441,296	(F)	CHANGE IN NET ASSETS FROM OPERATIONS	\$10,932,740	\$8,758,333	(\$19,691,073) (U)
Surplus	Surplus			Deficit	Surplus		



CAPITAL EXPENDITURE STATEMENT

APRIL 2020

Year to Date				On (F) = Favourable variation Order (U) = Unfavourable variation		Full Year			
Actual	Budget	Variance	Forecast			Budget	Variance		
Governance and Corporate Services									
\$177,346	\$280,830	\$103,484	(F)	\$0	Purchase Vehicles - Ascot Place (24440/00)	\$227,000	\$337,000	\$110,000	(F)
\$20,530	\$12,500	(\$8,030)	(U)	\$0	Purchase Furniture Fittings & Equipment - Corporate Services (24510/01)	\$0	\$25,000	\$25,000	(F)
\$51,663	\$280,000	\$228,337	(F)	\$100,044	Purchase Information Technology & Communication Equipment (24550/00)	\$256,000	\$336,000	\$80,000	(F)
\$0	\$0	\$0	(F)	\$0	Purchase Art Works (24620/00)	\$20,000	\$20,000	\$0	(F)
\$6,299	\$4,500	(\$1,799)	(U)	\$0	Capital Improvement Administration Building - Ascot Place (25240/01)	\$4,250	\$160,000	\$155,750	(F)
\$0	\$0	\$0	(F)	\$0	Upgrade Security Equipment - Ascot Place (25530/01)	\$0	\$4,500	\$4,500	(F)
\$255,837	\$577,830	\$321,993	(F)	\$100,044		\$507,250	\$882,500	\$375,250	(F)

CAPITAL EXPENDITURE STATEMENT

APRIL 2020

Year to Date			On (F) = Favourable variation Order (U) = Unfavourable variation		Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance

Resource Recovery

\$1,234,797	\$0	(\$1,234,797) (U)	\$0	Construct Wood Waste to Energy Building - HRRP (24259/05)	\$1,495,000	\$0	(\$1,495,000) (U)
\$27,818	\$20,000	(\$7,818) (U)	\$111,408	Construct Community Recycling Centre (CRC) - HRRP (24259/06)	\$20,818	\$550,000	\$529,182 (F)
\$0	\$0	\$0 (F)	\$0	Construct Site/Administration Office - HRRP (24259/07)	\$0	\$800,000	\$800,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Community Reuse Store - HRRP (24259/08)	\$0	\$500,000	\$500,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct MRF Building - HRRP (24259/09)	\$0	\$10,000	\$10,000 (F)
\$79,495	\$175,000	\$95,505 (F)	\$0	Construct Commercial Transfer Station - HRRP (24259/10)	\$210,000	\$210,000	\$0 (F)
\$65,127	\$66,000	\$873 (F)	\$0	Construct Weighbridge Office - HRRP (24259/12)	\$78,055	\$78,055	\$0 (F)
\$0	\$0	\$0 (F)	\$0	Construct Site Workshop - HRRP (24259/13)	\$0	\$600,000	\$600,000 (F)
\$52,625	\$95,000	\$42,375 (F)	\$0	Construct Weighbridges (x2) - HRRP (24392/02)	\$115,337	\$115,337	\$0 (F)
\$35,327	\$83,330	\$48,003 (F)	\$1,395	Construct FOGO Processing Area - Red Hill Landfill Facility (24395/05)	\$100,000	\$100,000	\$0 (F)
\$467,658	\$710,000	\$242,342 (F)	\$373,203	Construct Site Infrastructure - HRRP (24399/01)	\$1,000,000	\$2,550,000	\$1,550,000 (F)
\$0	\$0	\$0 (F)	\$0	Construct Reuse Store Infrastructure (Car Park) - HRRP (24399/07)	\$0	\$250,000	\$250,000 (F)
\$5,206	\$25,500	\$20,294 (F)	\$10,939	Wood Waste to Energy Utilities/Infrastructure - HRRP (24399/11)	\$50,000	\$123,685	\$73,685 (F)
\$819,823	\$1,033,830	\$214,007 (F)	\$188,141	Purchase Wood Waste to Energy Plant & Equipment - HRRP (24410/03)	\$835,000	\$1,240,613	\$405,613 (F)

CAPITAL EXPENDITURE STATEMENT

APRIL 2020

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Resource Recovery							
\$0	\$0	\$0 (F)	\$0	Purchase C & I Building - Plant & Equipment - HRRP (24410/04)	\$0	\$500,000	\$500,000 (F)
\$0	\$0	\$0 (F)	\$0	Purchase Transfer Station - Plant & Equipment - HRRP (24410/05)	\$0	\$300,000	\$300,000 (F)
\$52,630	\$300,000	\$247,370 (F)	\$433,170	Purchase FOGO Processing Plant - Red Hill Landfill Facility (24410/10)	\$600,000	\$600,000	\$0 (F)
\$2,840,507	\$2,508,660	(\$331,847) (U)	\$1,118,256		\$4,504,210	\$8,527,690	\$4,023,480 (F)

Waste Management

\$0	\$73,334	\$73,334 (F)	\$0	Construct Waste Management Facility Buildings - Red Hill Landfill Facility (24250/01)	\$110,000	\$110,000	\$0 (F)
\$0	\$33,000	\$33,000 (F)	\$0	Construct Storage Shed - Hazelmere (24250/05)	\$63,000	\$63,000	\$0 (F)
\$6,018	\$50,000	\$43,982 (F)	\$0	Upgrade Power Supply to Transfer Station - Red Hill Landfill Facility (24259/14)	\$80,000	\$80,000	\$0 (F)
\$0	\$40,000	\$40,000 (F)	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility (24259/15)	\$80,000	\$80,000	\$0 (F)
\$3,414,117	\$4,145,403	\$731,286 (F)	\$109,998	Construct Class III Cell Stage 14 - Red Hill Landfill Facility (24310/12)	\$4,974,352	\$4,974,352	\$0 (F)
\$165,403	\$0	(\$165,403) (U)	\$0	Construct Class III Cell Stage 16 - Red Hill Landfill Facility (24310/19)	\$0	\$0	\$0 (F)
\$10,370	\$69,160	\$58,790 (F)	\$0	Leachate Project - Red Hill Landfill Facility (24320/02)	\$83,000	\$83,000	\$0 (F)
\$0	\$30,000	\$30,000 (F)	\$6,750	Design and Construct Class IV Cell Stage 2 - Red Hill Landfill Facility (24330/04)	\$30,000	\$450,000	\$420,000 (F)

CAPITAL EXPENDITURE STATEMENT

APRIL 2020

Year to Date				On (F) = Favourable variation Order (U) = Unfavourable variation		Full Year			
Actual	Budget	Variance	Forecast			Budget	Variance		
Waste Management									
\$0	\$0	\$0 (F)	\$0		Construct Leachate and Stormwaste Infrastructure and Siltation Ponds - Red Hill Landfill Facility (24350/01)	\$0	\$200,000	\$200,000 (F)	
\$7,945	\$71,846	\$63,901 (F)	\$0		Construct Roads / Carparks - Red Hill Landfill Facility (24370/00)	\$123,690	\$123,690	\$0 (F)	
\$3,420	\$310,000	\$306,580 (F)	\$116,243		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	\$20,000	\$20,000 (F)	\$0		Construct Monitoring Bores - Red Hill Landfill Facility (24396/00)	\$40,000	\$40,000	\$0 (F)	
\$0	\$0	\$0 (F)	\$2,968		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)	
\$77,704	\$1,250,170	\$1,172,466 (F)	\$2,201,410		Develop Lots 8 9 & 10 For Future Waste Activities - Red Hill Landfill Facility (24399/19)	\$1,500,000	\$1,500,000	\$0 (F)	
\$1,758,975	\$2,800,000	\$1,041,025 (F)	\$1,097,985		Purchase / Replace Plant - Red Hill Landfill Facility (24410/00)	\$3,996,475	\$3,595,000	(\$401,475) (U)	
\$32,263	\$1,040,000	\$1,007,737 (F)	\$323,271		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)	

CAPITAL EXPENDITURE STATEMENT

APRIL 2020

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Waste Management							
\$194,423	\$733,330	\$538,907 (F)	\$35,760		\$880,000	\$880,000	\$0 (F)
				Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility (24420/00)			
\$9,080	\$14,000	\$4,920 (F)	\$0		\$27,502	\$14,000	(\$13,502) (U)
				Purchase / Replace Minor Plant and Equipment - Hazelmere (24420/02)			
\$201,387	\$86,000	(\$115,387) (U)	\$0		\$172,000	\$86,000	(\$86,000) (U)
				Purchase / Replace Vehicles - Red Hill Landfill Facility (24430/00)			
\$0	\$67,000	\$67,000 (F)	\$0		\$100,000	\$100,000	\$0 (F)
				Purchase / Replace Security System - Red Hill Waste Management Facility (24530/08)			
\$22,250	\$36,480	\$14,230 (F)	\$0		\$36,480	\$36,480	\$0 (F)
				Purchase / Replace Security System - Hazelmere (24530/10)			
\$25,194	\$20,000	(\$5,194) (U)	\$0		\$20,000	\$20,000	\$0 (F)
				Purchase / Replace Other Equipment - Red Hill Landfill Facility (24590/00)			
\$11,457	\$0	(\$11,457) (U)	\$0		\$8,572	\$0	(\$8,572) (U)
				Purchase / Replace Miscellaneous Equipment - Hazelmere (24590/02)			
\$0	\$9,000	\$9,000 (F)	\$0		\$6,538	\$20,000	\$13,462 (F)
				Purchase Office Furniture and Fittings-Hazelmere (24610/10)			
\$0	\$0	\$0 (F)	\$93,267		\$150,000	\$20,000	(\$130,000) (U)
				Refurbish Plant - Red Hill Landfill Facility (25410/00)			
\$5,940,006	\$10,898,723	\$4,958,717 (F)	\$3,987,652		\$14,906,609	\$17,530,522	\$2,623,913 (F)
\$9,036,350	\$13,985,213	\$4,948,863 (F)	\$5,205,952	TOTAL CAPITAL EXPENDITURE	\$19,918,069	\$26,940,712	\$7,022,643 (F)



STATEMENT OF FINANCIAL POSITION

APRIL 2020

Actual June 2019	Actual Year to Date		Full Year			
			Forecast	Budget	Variance	
		(F) = Favourable variation (U) = Unfavourable variation				
Current Assets						
\$1,498,764	\$16,605,706	Cash and Cash Equivalents	\$4,719,638	\$4,277,914	\$441,724	(F)
\$103,399,001	\$87,417,449	Investments	\$72,526,576	\$86,095,966	(\$13,569,390)	(U)
\$2,716,470	\$4,084,402	Trade and Other Receivables	\$2,426,402	\$2,426,402	\$0	(F)
\$54,739	\$34,382	Inventories	\$29,845	\$29,845	\$0	(F)
\$42,555	\$128,610	Other Assets	\$21,377	\$21,377	\$0	(F)
\$107,711,529	\$108,270,549	Total Current Assets	\$79,723,838	\$92,851,504	(\$13,127,666)	(U)
Current Liabilities						
\$5,541,725	\$2,775,669	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	\$4,404,993	Total Current Liabilities	\$5,192,737	\$5,205,150	\$12,413	(F)
\$100,540,480	\$103,865,556	Net Current Assets	\$74,531,101	\$87,646,354	(\$13,115,253)	(U)
Non Current Assets						
\$50,570,000	\$50,570,000	Land	\$50,570,000	\$50,570,000	\$0	(F)
\$7,282,047	\$7,307,210	Buildings	\$9,633,644	\$10,683,789	(\$1,050,145)	(U)
\$17,270,648	\$15,644,626	Structures	\$23,037,557	\$27,371,536	(\$4,333,979)	(U)
\$10,479,107	\$11,061,075	Plant	\$18,245,638	\$19,411,090	(\$1,165,452)	(U)
\$310,204	\$409,805	Equipment	\$910,564	\$918,978	(\$8,414)	(U)
\$143,201	\$152,344	Furniture and Fittings	\$109,746	\$124,441	(\$14,695)	(U)
\$13,411,331	\$19,335,945	Work in Progress	\$11,954,052	\$11,954,052	\$0	(F)
\$99,466,539	\$104,481,005	Total Non Current Assets	\$114,461,201	\$121,033,886	(\$6,572,685)	(U)
Non Current Liabilities						
\$4,493,417	\$4,688,552	Provisions	\$4,043,244	\$4,040,109	(\$3,135)	(U)
\$4,493,417	\$4,688,552	Total Non Current Liabilities	\$4,043,244	\$4,040,109	(\$3,135)	(U)
\$195,513,602	\$203,658,009	Net Assets	\$184,949,058	\$204,640,131	(\$19,691,073)	(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	\$8,144,407	Net change in assets from operations	(\$10,932,740)	\$8,758,333	(\$19,691,073)	(U)
\$195,513,602	\$203,658,009	Total Equity	\$184,949,058	\$204,640,131	(\$19,691,073)	(U)



CASH AND INVESTMENTS APRIL 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	16,602,256	Cash at Bank - Municipal Fund 01001/00	2,031,837	1,590,113	441,724	(F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0	(F)
11,251,348	7,309,503	Investments - Municipal Fund 02021/00	4,363,732	2,684,351	1,679,381	(F)
12,750,112	23,915,209	Total Municipal Cash	6,399,019	4,277,914	2,121,105	(F)
Restricted Cash and Investments						
1,937,863	1,974,792	Restricted Investments - Plant and Equipment 02022/01	925,660	564,514	361,146	(F)
2,709,862	2,761,503	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,906,123	2,900,531	5,592	(F)
20,180,980	20,565,558	Restricted Investments - Future Development 02022/03	16,884,694	21,861,282	(4,976,588)	(F)
1,098,527	1,119,461	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,205,674	1,203,445	2,229	(F)
37,510	38,224	Restricted Investments - Environmental Insurance Red Hill 02022/05	44,553	62,696	(18,143)	(F)
15,192	15,482	Restricted Investments - Risk Management 02022/06	15,494	15,461	33	(F)
602,871	614,359	Restricted Investments - Class IV Cells Red Hill 02022/07	645,477	220,591	424,886	(F)
312,586	318,543	Restricted Investments - Regional Development 02022/08	318,789	476,800	(158,011)	(F)
57,994,036	45,246,899	Restricted Investments - Secondary Waste Processing 02022/09	43,737,791	54,682,074	(10,944,283)	(F)
6,031,536	6,146,476	Restricted Investments - Class III Cells 02022/10	2,818,288	2,753,548	64,740	(F)
76,706	78,168	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	78,463	78,297	166	(F)
189,362	249,553	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	978,928	Restricted Investments - Long Service Leave 02022/90	992,189	1,002,727	(10,538)	(F)
92,147,653	80,107,946	Total Restricted Cash	70,847,195	86,095,966	(15,248,771)	(F)
104,897,765	104,023,155	TOTAL CASH AND INVESTMENTS	77,246,214	90,373,880	(13,127,666)	(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.

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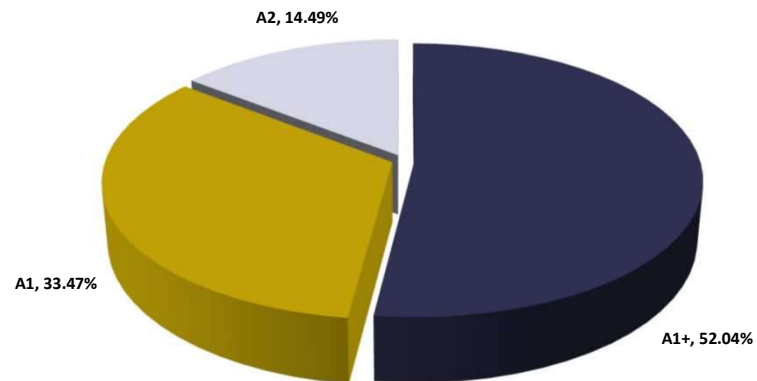
EMRC Investment Report

April 2020

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A1+	52.04%	100.00%
AA	A1	33.47%	100.00%
BBB	A2	14.49%	15.00%
		<u>100.00%</u>	

Investment by S&P Rating



II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio	
AMP	BBB	A2	4.50%	
ANZ Banking Group	AAA	A1+	11.49%	
ME Bank	BBB	A2	4.50%	*
NAB	AAA	A1+	5.49%	
Rural Bank	BBB	A2	2.50%	*
Westpac / St. George Bank	AAA	A1+	35.06%	
ING	AA	A1	0.00%	
Suncorp	AA	A1	3.00%	*
Bank of Queensland	BBB	A2	3.00%	
Macquarie Bank	AA	A1	30.46%	
			<u>100.00%</u>	

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

III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% 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	10.00%
Fossil Fuel ADI's	90.00%
	<u>100.00%</u>

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



14.3 SUNDRY DEBTOR WRITE-OFF

REFERENCE: D2020/08288

PURPOSE OF REPORT

The purpose of this report is to seek Council approval to write off an outstanding sundry debtor.

KEY POINTS AND RECOMMENDATION(S)

- A provision of \$101.40 was made in the 2018/2019 financial accounts for doubtful debts relating to Gate Civil who went into liquidation in November 2017.
- During December 2019 the EMRC received a final dividend payment for \$15.74.
- Upon making enquiries in April 2020, the liquidators confirmed the liquidation process had been completed.
- Approval is sought from Council for a write-off totalling \$85.66 following the finalisation of the liquidation process for Gate Civil.

Recommendation(s)

That Council, by an absolute majority in accordance with section 6.12(1)(c) of the *Local Government Act 1995*, authorises the write-off of \$85.66 (Inc. GST) owing from Gate Civil.

SOURCE OF REPORT

Chief Financial Officer

BACKGROUND

Section 6.12(1)(c) of the *Local Government Act 1995* states that a local government, by absolute majority, may write off any amount of money which is owed to the local government.

Prior to the setting up of an account for credit for potential clients, reference checks are undertaken together with online checks via the Illion website (previously named Dun & Bradstreet) in order to ensure the credit worthiness of the client.

Efforts are constantly being undertaken to reduce the amount of outstanding sundry debtors. This includes mailing of a monthly statement, weekly reminder calls, ongoing correspondence by mail and e-mail, and, as a last resort, the threat of legal action.

The EMRC also implemented a direct debit system in August 2015 to improve credit management processes.



Item 14.3 continued

REPORT

Gate Civil commenced disposing asbestos at the Red Hill Waste Management Facility in May 2017. They were set up as a Direct Debit client with the EMRC.

Notice was received on 2 November 2017 from the administrators of Gate Civil Pty Ltd, HLB Mann Judd Insolvency WA, advising that Gate Civil had gone into voluntary administration. On 29 November 2017, further correspondence was received confirming that the company has gone into liquidation.

In December 2019 the EMRC received a first and final dividend payment for \$15.74, a return of 15.52 cents in a dollar on the owed amount of \$101.40.

In April 2020 The EMRC received further correspondence from the liquidator confirming that the liquidation process has been finalised and that due to insufficient funds, no further distribution will be received.

Council approval is therefore sought for the write-off of the outstanding amount totalling \$85.66 owing from Gate Civil.

As a provision for impairment was made for the owed amount as at 30 June 2019, the write-off of this outstanding amount will not impact on the Statement of Comprehensive Income.

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 detailed within the report.

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	



Item 14.3 continued

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION(S)

That Council, by an absolute majority in accordance with section 6.12(1)(c) of the *Local Government Act 1995*, authorises the write-off of \$85.66 (Inc. GST) owing from Gate Civil.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



14.4 MAKING OF THE EASTERN METROPOLITAN REGIONAL COUNCIL (EMRC) WASTE MANAGEMENT FACILITIES LOCAL LAW 2020

REFERENCE: D2020/10028

PURPOSE OF REPORT

The purpose of this report is to seek Council approval to make *the Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2020* as a result of the review by the Joint Standing Committee on Delegated Legislation (JSCDL) of the existing *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2019* (EMRC Waste Local Law).

KEY POINTS AND RECOMMENDATION(S)

- The EMRC Waste Local Law was adopted by Council at the 5 December 2019 meeting. It was subsequently gazetted on 3 January 2020 with a commencement date of 17 January 2020.
- Following gazettal and the issuing of a local public notice, a copy of the gazetted EMRC Waste Local Law was submitted to the JSCDL in accordance with the statutory procedures checklist for making local laws.
- The JSCDL at its committee meeting on 18 March 2020 considered the EMRC Waste Local Law and resolved to write to the EMRC to advise that Clause 1.5 and Schedule 1 of the EMRC Waste Local Law require amendments. The JSCDL requested that the EMRC make the amendments within six (6) months.
- At the last meeting of Council on 21 May 2020 Council resolved to provide an undertaking to the JSCDL that the EMRC Waste Local Law would be amended in accordance with the JSCDL's recommendations.
- To facilitate this, the entire statutory procedures checklist will need to be restarted in accordance with section 3.12 of the *Local Government Act 1995* (the Act) and section 61 of the *Waste Avoidance and Resource Recovery Act 2007*.
- It is therefore proposed to restart the process in accordance with the procedural requirements under Section 3.12 of the Act.

Recommendation(s)

That:

1. Council, by absolute majority in accordance with section 3.16(4) of the *Local Government Act 1995*, determines to repeal the *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2019* and recommences the process of making a local law to replace the *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2019* in accordance with section 3.12 of the *Local Government Act 1995* and section 61 of the *Waste Avoidance and Resource Recovery Act 2007*.
2. Council advertises the proposed *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2020*, forming attachment 1 to this report.
3. Council requests the Chief Executive Officer forward a copy of the proposed *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2020* to the Minister for Local Government, Sport and Cultural Industries and Director General of the Department of Water and Environmental Regulation.
4. The Chief Executive Officer prepare a further report at the conclusion of the public advertising period to enable the Council to consider any submissions made.

SOURCE OF REPORT

Chief Project Officer



Item 14.4 continued

BACKGROUND

The EMRC Waste Local Law provides for the orderly regulation of the disposal of waste and the payment of fees for that disposal at Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.

The EMRC Waste Local Law was adopted by Council at the 5 December 2019 meeting. It was subsequently gazetted on 3 January 2020 with a commencement date of 17 January 2020.

Following gazettal and the issuing of a local public notice a copy of the gazetted EMRC Waste Local Law was submitted to the JSCDL on 17 January 2020 in accordance with the statutory procedures checklist for making local laws.

The JSCDL at its committee meeting on 18 March 2020 considered the EMRC Waste Local Law and resolved to write to the EMRC to advise that Clause 1.5 and Schedule 1 of the EMRC Waste Local Law require amendments. The JSCDL requested that the EMRC make the amendments within six (6) months of the request. The requested amendments are highlighted as tracked changes, forming attachment 2 to this report.

At the last meeting of Council on 21 May 2020 Council resolved to provide an undertaking to the JSCDL that the EMRC Waste Local Law would be amended in accordance with the JSCDL's recommendations and the undertakings were approved by Council as follows: (Ref: D2020/06921):

THAT:

1. COUNCIL UNDERTAKES TO THE JOINT STANDING COMMITTEE ON DELEGATED LEGISLATION THAT WITHIN SIX (6) MONTHS, COUNCIL WILL MAKE THE FOLLOWING AMENDMENTS TO THE *EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019*:
 - (a) IN CLAUSE 1.5, DELETE THE DEFINITIONS OF 'COLLECTABLE WASTE RECEPTACLE', 'NON-COLLECTABLE-WASTE' AND 'RECYCLING WASTE'.
 - (b) IN CLAUSE 2.4(3)(B) AND 3.2, REPLACE THE WORDS 'LOCAL GOVERNMENT' WITH 'REGIONAL LOCAL GOVERNMENT.'
 - (c) DELETE SCHEDULE 1.
 - (d) MAKE ALL NECESSARY CONSEQUENTIAL AMENDMENTS.
2. UNTIL THE EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019 IS AMENDED IN ACCORDANCE WITH ITEM 1 ABOVE, COUNCIL UNDERTAKES TO:
 - (a) NOT ENFORCE THE *EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019* IN A MANNER CONTRARY TO THE UNDERTAKING IN ITEM 1 ABOVE.
 - (b) WHERE THE *EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019* IS MADE PUBLICLY AVAILABLE, WHETHER IN HARD COPY OR ELECTRONIC FORM (INCLUDING COUNCIL'S WEBSITE), ENSURE THAT IT IS ACCOMPANIED BY A COPY OF THESE UNDERTAKINGS.

A signed letter by the Chairman was sent to the JSCDL on 22 May 2020 to advise the committee of the Council's resolutions in regards to the undertakings.

In accordance with 2(b) above, where the EMRC Waste Local Law is publicly available it is to be accompanied by a copy of the undertakings. A copy of the undertakings are currently displayed on the EMRC's website alongside the current EMRC Waste Local Law.



Item 14.4 continued

REPORT

In accordance with Council's resolutions from 21 May 2020 it is therefore proposed to restart the process as per the procedural requirements under Section 3.12 of the Act provided below:

Council Initiate Process – section 3.12(2) of the Act & *Regulation (3) Local Government (Functions and General) Regulations 1996* - Council is to resolve to initiate the new Local Law and include in the resolution the purpose and effect of the Local Law. The presiding person is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner:

- a) In the agenda of that meeting; and
- b) In the minutes of that meeting.

Pursuant to the above mentioned Regulation, the purpose and effect of the proposed Waste Local Law are as follows:

Purpose

The purpose of the local law is to provide for the orderly regulation of the disposal of waste and the payment of fees for that disposal at the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.

Effect

The effect of the local law is to result in:

- The control of the nature of waste disposed of at a waste disposal site and where that waste is placed within the site;
- The payment of the appropriate fee by any person disposing of waste at a waste disposal site;
- The orderly movement of vehicles entering and leaving a waste disposal site;
- The capacity for employees operating waste disposal sites to give enforceable instructions to any person using a site; and
- The protection of property at a waste disposal site.

Statewide Public Notice – section 3.12(3) and (2a) of the Act - The local government must give statewide and local public notice for at least a six (6) week period, identifying where and during which hours (if appropriate) the proposed local law can be viewed.

Notification to the Minister – section 3.12(3b) of the Act - Send notification to the Minister for Local Government as soon as the public notice is given (after advertisement appears in the paper). In addition, Section 61 of the *Waste Avoidance and Resource Recovery Act 2007* indicates that any local law in respect of waste management requires the consent of the Director General of the Department of Water and Environmental Regulation. Accordingly this procedural step is also required prior to amending or repealing the EMRC's current Waste Local Law.

The following procedural steps are required at the conclusion of the public consultation period.

Considering Submissions – section 3.12(4) of the Act - After the last day for submissions, Council to consider any submissions made and may make the Local Law as proposed or make amendments that are not significantly different from the original proposal (by absolute majority).

Gazettal Notice – section 3.12(5) of the Act - After making the Local Law, the Local Government is to publish it in the WA Government Gazette.



Item 14.4 continued

Giving Public Notice – section 3.12(6) of the Act - After the Local Law has been published in the Gazette, Council is to give local public notice stating the title of the Local Law; summarising the purpose and effect of the Local Law (specifying the day on which it comes into operation); and advising that copies of the Local Law may be inspected or obtained.

Explanatory Memoranda – section 3.12(7) of the Act - After Gazettal to provide an Explanatory Memoranda to the Government JSCDL. This must be signed by both the Chief Executive Officer and Chairman.

The above procedures are mandatory and must be followed in chronological order. Failure to do this will render the local law invalid and will likely result in the JSCDL recommending the law for disallowance.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Good Governance

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

FINANCIAL IMPLICATIONS

Nil

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)

1. Proposed Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2020 (Ref: D2020/10408)
2. The Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2020 including track changes to show JSCDL's recommended amendments (Ref: D2020/10111)

VOTING REQUIREMENT

Simple Majority



Item 14.4 continued

RECOMMENDATION(S)

That:

1. Council, by absolute majority in accordance with section 3.16(4) of the *Local Government Act 1995*, determines to repeal the *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2019* and recommences the process of making a local law to replace the *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2019* in accordance with section 3.12 of the *Local Government Act 1995* and section 61 of the *Waste Avoidance and Resource Recovery Act 2007*.
2. Council advertises the proposed *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2020*, forming attachment 1 to this report.
3. Council requests the Chief Executive Officer forward a copy of the proposed *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2020* to the Minister for Local Government, Sport and Cultural Industries and Director General of the Department of Water and Environmental Regulation.
4. The Chief Executive Officer prepare a further report at the conclusion of the public advertising period to enable the Council to consider any submissions made.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR

EASTERN METROPOLITAN REGIONAL COUNCIL

WASTE MANAGEMENT FACILITIES LOCAL LAW *2020*

Waste Avoidance and Resource Recovery Act 2007
Local Government Act 1995

EASTERN METROPOLITAN REGIONAL COUNCIL

Waste Management Facilities Local Law 2020

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Waste Avoidance and Resource Recovery Act 2007
Local Government Act 1995

EASTERN METROPOLITAN REGIONAL COUNCIL

Waste Management Facilities Local Law 2020

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery Act 2007*, the *Local Government Act 1995* and under all other enabling powers, the Council of the Eastern Metropolitan Regional Council resolved on xxxxxx to make the following local law.

Part 1 - Preliminary

1.1 Short title

This is the *Eastern Metropolitan Regional Council Waste Facilities Local Law 2020*.

1.2 Commencement

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

This local law applies throughout the Red Hill Waste Management Facility and the Hazelmere Resource Recovery Park.

1.4 Repeal

The *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2019* published in the *Government Gazette* on 3 January 2020 is repealed.

1.5 Meaning of terms used in this local law

(1) In this local law—

authorised person means a person appointed by the regional local government under section 9.10 of the LG Act to perform any of the functions of an authorised person under this local law;

costs of the regional local government include administrative costs;

Council means the council of the regional local government;

Hazelmere Resource Recovery Park is the waste facility located on 77 Lakes Road, Hazelmere WA 6055

LG Act means the *Local Government Act 1995*;

LG Regulations means the *Local Government (Functions and General) Regulations 1996*;

local government waste has the same meaning as in the WARR Act;

Red Hill Waste Management Facility is the waste facility located at 1094 Toodyay Road, Red Hill WA 6056

regional local government means the Eastern Metropolitan Regional Council established under section 3.61 of the *Local Government Act 1995*;

specified means specified by the regional local government or an authorised person, as the case may be;

WARR Act means the *Waste Avoidance and Resource Recovery Act 2007*;

WARR Regulations means the *Waste Avoidance and Resource Recovery Regulations 2008*;

waste has the same meaning as in the WARR Act;

waste facility means a waste facility, as defined in the WARR Act, that is operated by the regional local government.

1.6 Local public notice of determinations

Where, under this local law, the regional local government has a power to determine a matter –

- (a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;
- (b) the determination becomes effective only after local public notice has been given;
- (c) the determination remains in force for the period of one year after the date that local public notice has been given under paragraph (a);
- (d) after the period referred to in paragraph (c), the determination continues in force only if, and for so long as, it is the subject of local public notice, given annually, under section 1.7 of the LG Act; and
- (e) the determination must be recorded in a publicly accessible register of determinations that must be maintained by the regional local government.

1.7 Rates, fees and charges

The regional local government's powers to impose rates, fees and charges in relation to waste services are set out in sections 66 to 68 of the WARR Act and sections 6.16 and 6.17 of the LG Act.

1.8 Power to provide waste services

The regional local government's power to provide, or enter into a contract for the provision of, waste services is dealt with in section 50 of the WARR Act.

Part 2 - Operation of waste facilities

2.1 Operation of this Part

This Part applies to a person who enters a waste facility.

2.2 Hours of operation

The regional local government may from time to time determine the hours of operation of a waste facility.

2.3 Signs and directions

- (1) The regional local government or an authorised person may regulate the use of a waste facility—
 - (a) by means of a sign; or
 - (b) by giving a direction to a person within a waste facility.
- (2) A person within a waste facility must comply with a sign or direction under subclause (1).
- (3) The regional local government or an authorised person may direct a person who commits, or is reasonably suspected by the regional local government or the authorised person of having committed, an offence under this clause to leave the waste facility immediately.
- (4) A person must comply with a direction under subclause (3).

2.4 Fees and charges

- (1) Unless subclause (3) applies, a person must, on or before entering a waste facility or on demand by the regional local government or an authorised person, pay the fee or charge as assessed by an authorised person.
- (2) An authorised person may assess the fee or charge in respect of a particular load of waste at a rate that applies to any part of that load, even if that rate is higher than the rate that would apply to any other part of the load.
- (3) Subclause (1) does not apply—
 - (a) to a person who disposes of waste in accordance with the terms of—

- (i) a credit arrangement with the regional local government; or
 - (ii) any other arrangement with the regional local government to pay the fee or charge at a different time or in a different manner; and
- (b) to the deposit of waste owned by the regional local government, or in the possession of an employee on behalf of the regional local government.

2.5 Depositing waste

- (1) A person must not deposit waste at a waste facility other than—
- (a) at a location determined by a sign and in accordance with the sign; and
 - (b) in accordance with the direction of an authorised person.
- (2) The regional local government may determine the classification of any waste that may be deposited at a waste facility.

2.6 Prohibited activities

- (1) Unless authorised by the regional local government, a person must not—
- (a) remove any waste or any other thing from a waste facility;
 - (b) deposit at a waste facility that is a landfill site any waste that is toxic, poisonous or hazardous, or the depositing of which is regulated or prohibited by any written law;
 - (c) light a fire in a waste facility;
 - (d) remove, damage or otherwise interfere with any flora in a waste facility;
 - (e) remove, injure or otherwise interfere with any fauna in a waste facility; or
 - (f) damage, deface or destroy any building, equipment, plant or property within a waste facility.
- (2) A person must not act in an abusive or threatening manner towards any person using, or engaged in the management or operation of, a waste facility.

Part 3 - Enforcement

3.1 Offences and general penalty

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law a person is prohibited from doing, commits an offence.
- (2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding \$500 in respect of each day or part of a day during which the offence has continued.

3.2 Other costs and expenses

- (1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause 3.1, to pay to the regional local government the costs and expenses incurred by the regional local government in taking remedial action such as—
 - (a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or
 - (b) making good any damage caused to a waste facility.
- (2) The costs and expenses incurred by the regional local government are to be recoverable, as a debt due to the regional local government, in a court of competent civil jurisdiction.

3.3 Prescribed offences

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the LG Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.

3.4 Form of notices

- (1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations.
- (2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations.
- (3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1 of the LG Regulations.

Schedule 1 - Prescribed offences

[3.4]

Item No.	Clause No.	Description	Modified Penalty
1	2.3(2)	Failing to comply with a sign or direction	\$500
2	2.3(4)	Failing to comply with a direction to leave	\$500
3	2.4(1)	Disposing waste without payment of fee or charge	\$500
4	2.5(1)	Depositing waste contrary to sign or direction	\$500
5	2.6(1)(a)	Removing waste without authority in a waste facility	\$250
6	2.6(1)(b)	Depositing toxic, poisonous or hazardous waste at a waste facility	\$500
7	2.6(1)(c)	Lighting a fire in a waste facility	\$300
8	2.6(1)(d)	Removing or interfering with any flora in a waste facility	\$300
9	2.6(1)(e)	Removing or interfering with any fauna without approval in a waste facility	\$300
10	2.6(1)(f)	Damaging, defacing or destroying any building, equipment, plant or property within a waste facility	\$500
11	2.6(2)	Acting in an abusive or threatening manner	\$300

Consented to:

Chief Executive Officer
Department of Water and Environmental Regulation

Dated this of 2020

EASTERN METROPOLITAN REGIONAL COUNCIL

**WASTE MANAGEMENT FACILITIES LOCAL LAW
*2020***

Waste Avoidance and Resource Recovery Act 2007
Local Government Act 1995

EASTERN METROPOLITAN REGIONAL COUNCIL

Waste Management Facilities Local Law 2020

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- 1.7 Rates, fees and charges
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Part 2 - Operation of waste facilities

- 2.1 Operation of this Part
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- 2.3 Signs and directions.....
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- 2.6 Prohibited activities

Part 3 - Enforcement

- 3.1 Offences and general penalty
- 3.2 Other costs and expenses
- 3.3 Prescribed offences
- 3.4 Form of notices

Schedule 1 ~~- Prescribed offences~~.....

Deleted: -
Deleted: Meaning of 'non-collectable waste'
Deleted: Schedule 2 - Prescribed offences . ¶

Waste Avoidance and Resource Recovery Act 2007
Local Government Act 1995

EASTERN METROPOLITAN REGIONAL COUNCIL

Waste Management Facilities Local Law 2020

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery Act 2007*, the *Local Government Act 1995* and under all other enabling powers, the Council of the Eastern Metropolitan Regional Council resolved on xxxxxx to make the following local law.

Part 1 - Preliminary

1.1 Short title

This is the *Eastern Metropolitan Regional Council Waste Facilities Local Law 2020*.

1.2 Commencement

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

This local law applies throughout the Red Hill Waste Management Facility and the Hazelmere Resource Recovery Park.

1.4 Repeal

The *Eastern Metropolitan Regional Council Waste Management Facilities Local Law 2019* published in the *Government Gazette* on 3 January 2020 is repealed.

1.5 Meaning of terms used in this local law

(1) In this local law—

authorised person means a person appointed by the **regional** local government under section 9.10 of the LG Act to perform any of the functions of an authorised person under this local law;

costs of the **regional** local government include administrative costs;

Council means the council of the **regional local government**;

Hazelmere Resource Recovery Park is the waste facility located on 77 Lakes Road, Hazelmere WA 6055

LG Act means the *Local Government Act 1995*;

LG Regulations means the *Local Government (Functions and General) Regulations 1996*;

local government waste has the same meaning as in the WARR Act;

Red Hill Waste Management Facility is the waste facility located at 1094 Toodyay Road, Red Hill WA 6056

regional local government means the Eastern Metropolitan Regional Council established under section 3.61 of the *Local Government Act 1995*;

specified means specified by the regional local government or an authorised person, as the case may be;

WARR Act means the *Waste Avoidance and Resource Recovery Act 2007*;

WARR Regulations means the *Waste Avoidance and Resource Recovery Regulations 2008*;

waste has the same meaning as in the WARR Act;

waste facility means a waste facility, as defined in the WARR Act, that is operated by the regional local government.

Deleted: collectable waste receptacle means a receptacle for the deposit and collection of collectable waste that is—¶
(a) a recycling waste receptacle; ¶
(b) a general waste receptacle; or ¶
(c) an organic waste receptacle;¶

Deleted: R

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Deleted: G

Deleted: non-collectable waste has the meaning set out in Schedule 1; ¶
recycling waste means—¶
paper and cardboard; ¶
plastic containers comprised of polyethylene terephthalate or high density polyethylene;¶
glass containers; ¶
steel containers; ¶
aluminium containers; ¶
liquid paper board; and ¶
any other waste determined by the regional local government to be recycling waste; ¶

1.6 Local public notice of determinations

Where, under this local law, the regional local government has a power to determine a matter –

- (a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;
- (b) the determination becomes effective only after local public notice has been given;
- (c) the determination remains in force for the period of one year after the date that local public notice has been given under paragraph (a);
- (d) after the period referred to in paragraph (c), the determination continues in force only if, and for so long as, it is the subject of local public notice, given annually, under section 1.7 of the LG Act; and
- (e) the determination must be recorded in a publicly accessible register of determinations that must be maintained by the **regional** local government.

1.7 Rates, fees and charges

The regional local government's powers to impose rates, fees and charges in relation to waste services are set out in sections 66 to 68 of the WARR Act and sections 6.16 and 6.17 of the LG Act.

1.8 Power to provide waste services

The regional local government's power to provide, or enter into a contract for the provision of, waste services is dealt with in section 50 of the WARR Act.

Part 2 - Operation of waste facilities

2.1 Operation of this Part

This Part applies to a person who enters a waste facility.

2.2 Hours of operation

The regional local government may from time to time determine the hours of operation of a waste facility.

2.3 Signs and directions

- (1) The regional local government or an authorised person may regulate the use of a waste facility—
 - (a) by means of a sign; or
 - (b) by giving a direction to a person within a waste facility.
- (2) A person within a waste facility must comply with a sign or direction under subclause (1).
- (3) The regional local government or an authorised person may direct a person who commits, or is reasonably suspected by the regional local government or the authorised person of having committed, an offence under this clause to leave the waste facility immediately.
- (4) A person must comply with a direction under subclause (3).

2.4 Fees and charges

- (1) Unless subclause (3) applies, a person must, on or before entering a waste facility or on demand by the regional local government or an authorised person, pay the fee or charge as assessed by an authorised person.
- (2) An authorised person may assess the fee or charge in respect of a particular load of waste at a rate that applies to any part of that load, even if that rate is higher than the rate that would apply to any other part of the load.
- (3) Subclause (1) does not apply—
 - (a) to a person who disposes of waste in accordance with the terms of—

- (i) a credit arrangement with the regional local government; or
- (ii) any other arrangement with the regional local government to pay the fee or charge at a different time or in a different manner; and
- (b) to the deposit of waste owned by the regional local government, or in the possession of an employee on behalf of the regional local government.

2.5 Depositing waste

- (1) A person must not deposit waste at a waste facility other than—
 - (a) at a location determined by a sign and in accordance with the sign; and
 - (b) in accordance with the direction of an authorised person.
- (2) The regional local government may determine the classification of any waste that may be deposited at a waste facility.

2.6 Prohibited activities

- (1) Unless authorised by the regional local government, a person must not—
 - (a) remove any waste or any other thing from a waste facility;
 - (b) deposit at a waste facility that is a landfill site any waste that is toxic, poisonous or hazardous, or the depositing of which is regulated or prohibited by any written law;
 - (c) light a fire in a waste facility;
 - (d) remove, damage or otherwise interfere with any flora in a waste facility;
 - (e) remove, injure or otherwise interfere with any fauna in a waste facility; or
 - (f) damage, deface or destroy any building, equipment, plant or property within a waste facility.
- (2) A person must not act in an abusive or threatening manner towards any person using, or engaged in the management or operation of, a waste facility.

Part 3 - Enforcement

3.1 Offences and general penalty

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law a person is prohibited from doing, commits an offence.
- (2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding \$500 in respect of each day or part of a day during which the offence has continued.

3.2 Other costs and expenses

- (1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause 3.1, to pay to the regional local government the costs and expenses incurred by the regional local government in taking remedial action such as—
 - (a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or
 - (b) making good any damage caused to a waste facility.
- (2) The costs and expenses incurred by the regional local government are to be recoverable, as a debt due to the regional local government, in a court of competent civil jurisdiction.

3.3 Prescribed offences

- (1) An offence against a clause specified in Schedule 1, is a prescribed offence for the purposes of section 9.16(1) of the LG Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.

3.4 Form of notices

- (1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations.
- (2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations.
- (3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1, of the LG Regulations.

Deleted: 2

Deleted: 2

Deleted: <#>Meaning of 'non-collectable waste'
<#>[Clause 1.5(1)]
<#>
<#>non-collectable waste means –
<#>hot or burning material;
<#>household hazardous waste, including paint, acids, alkalis, fire extinguishers, solvents, pesticides, oils, gas cylinders, batteries, chemicals and heavy metals;
<#>any other hazardous material, such as radioactive waste;
<#>any explosive material, such as flares or ammunition;
<#>electrical and electronic equipment;
<#>hospital, medical, veterinary, laboratory or pathological substances;
<#>construction or demolition waste;
<#>sewage;
<#>'controlled waste' for the purposes of the *Environmental Protection (Controlled Waste) Regulations 2004*;
<#>any object that is greater in length, width, or breadth than the corresponding dimension of the receptacle or that will not allow the lid of the receptacle to be tightly closed;
<#>waste that is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious and leak-proof container; and
<#>any other waste determined by the regional local government to be non-collectable waste.

Schedule 1 - Prescribed offences

[3.4]

Item No.	Clause No.	Description	Modified Penalty
1	2.3(2)	Failing to comply with a sign or direction	\$500
2	2.3(4)	Failing to comply with a direction to leave	\$500
3	2.4(1)	Disposing waste without payment of fee or charge	\$500
4	2.5(1)	Depositing waste contrary to sign or direction	\$500
5	2.6(1)(a)	Removing waste without authority in a waste facility	\$250
6	2.6(1)(b)	Depositing toxic, poisonous or hazardous waste at a waste facility	\$500
7	2.6(1)(c)	Lighting a fire in a waste facility	\$300
8	2.6(1)(d)	Removing or interfering with any flora in a waste facility	\$300
9	2.6(1)(e)	Removing or interfering with any fauna without approval in a waste facility	\$300
10	2.6(1)(f)	Damaging, defacing or destroying any building, equipment, plant or property within a waste facility	\$500
11	2.6(2)	Acting in an abusive or threatening manner	\$300

Consented to:

Chief Executive Officer
Department of Water and Environmental Regulation

Dated this of 2020



14.5 INTERIM ARRANGEMENT TO OPERATE BAYWASTE TRANSFER STATION

REFERENCE: D2020/10284

PURPOSE OF REPORT

The purpose of this report is to seek an extension to a previous Council approval for the CEO to negotiate an interim arrangement with the City of Bayswater to operate the City of Bayswater's Baywaste Transfer Station.

KEY POINTS AND RECOMMENDATION(S)

- The City of Bayswater's transfer station at 271 Collier Road, Morley known as Baywaste is currently operated by Cleanaway on a month by month lease.
- Cleanaway have given notice of their intention to cease the interim arrangement on 30 June 2020.
- The EMRC and the City of Bayswater have been negotiating details for the EMRC to operate Baywaste on a trial basis.
- At their May 2020 Council meeting, the City of Bayswater resolved to enter into an arrangement with the EMRC to operate the transfer station on behalf of the City for a period of six months on a trial basis.
- Until a more permanent arrangement is agreed to, authority is sought to finalise an arrangement for the EMRC to operate the City of Bayswater's Baywaste Transfer Station on a temporary basis.
- The proposed agreement with the City of Bayswater will be on a cost-plus basis.

Recommendation(s)

That Council:

1. By absolute majority in accordance with s.5.42(1) of the *Local Government Act 1995* authorises the CEO to enter into an agreement with the City of Bayswater to operate the City of Bayswater's Baywaste Transfer Station at 271 Collier Road, Morley WA 6062 on a cost-plus basis, for a period up to 31 December 2020 or an earlier period as deemed appropriate by the CEO.
2. By absolute majority in accordance with *Section 6.16 of the Local Government Act 1995* adopts the 2020/2021 fees and charges for the Baywaste Transfer Station as outlined in Table 1 in the report.
3. In accordance with s.6.19 of the *Local Government Act 1995*, gives public notice that the fees and charges for the Baywaste Transfer Station as outlined in Table 1 in the report are effective from 1 July 2020.

SOURCE OF REPORT

Chief Project Officer

BACKGROUND

At its meeting on 5 December 2019 (Ref: D2019/17750), it was resolved:

"THAT COUNCIL BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH S.5.42(1) OF THE LOCAL GOVERNMENT ACT 1995 AUTHORISE THE CEO TO ENTER INTO AN AGREEMENT WITH THE CITY OF BAYSWATER TO OPERATE THE CITY OF BAYSWATER'S BAYWASTE TRANSFER STATION AT 271 COLLIER ROAD, MORLEY WA 6062 ON A COST PLUS BASIS, FOR A PERIOD UP TO 30 JUNE 2020 OR AN EARLIER PERIOD AS DEEMED APPROPRIATE BY THE CEO."



Item 14.5 continued

REPORT

The current lessee of the Baywaste site, Cleanaway Pty Ltd, are on a month by month lease and have given notice of their intention to exit the site by 30 June 2020.

To assist the City of Bayswater, the EMRC proposes to enter into an agreement with the City of Bayswater to operate the transfer station at Baywaste as an interim solution until the longer-term use of the site is resolved, including the matters referred to in a confidential report item to Council in December 2019.

At the City of Bayswater Ordinary Council Meeting of 26 May 2020, it was resolved:

"That Council:

- 1. Authorises the Chief Executive Officer to enter into an agreement with the Eastern Metropolitan Regional Council (EMRC) to operate the transfer station at 271 Collier Road, Bayswater, on behalf of the City of Bayswater for a trial period of six months.*
- 2. Notes that the City will work with the EMRC to identify complementary beneficial uses of the site during the trial period.*
- 3. Review the future of the site on or before the December 2020 Ordinary Council Meeting."*

The purpose of this short-term arrangement is to maintain operational continuity as a waste transfer station until City of Bayswater determines the long-term use of the site.

The proposed agreement with the City of Bayswater will be on a cost-plus basis, similar to the methodology used with the EMRC's operation of the Shire of Mundaring Transfer Stations.

Authority is sought for the CEO to enter into an agreement to operate the City's Baywaste Transfer Station at 271 Collier Road, Morley WA 6062 on a cost-plus basis, for a period up to 31 December 2020 or an earlier period.

The EMRC has budgeted for three new FTE's to operate Baywaste, as per the current operation, including a supervisor, a plant operator and a weighbridge operator. Surplus plant from the Hazelmere site and/or plant hire will be utilised for the operation.

The EMRC will provide skip bins for segregation and recycling of metals, cardboard, waste oil, lead acid batteries and e-waste as occurs now at Baywaste.

Non-recyclable waste will be transported to Red Hill Waste Management Facility for disposal.



Item 14.5 continued

The following fees and charges are proposed at Baywaste for Council's approval:

TABLE 1

Item	2020/2021 Charges with no GST		Value of GST	2020/2021 Charges Inc. GST	
Cars and station wagons	\$ 64.95		\$ 6.50	\$ 71.45	
Panel vans, standard vans and utes	\$108.00		\$10.80	\$118.80	
6 x 4 Trailers	\$108.00		\$10.80	\$118.80	
High sided 6x4 Trailer	\$137.18		\$13.72	\$150.90	
8x4 Standard Trailer	\$137.18		\$13.72	\$150.90	
High sided Tandem Trailer	\$221.77		\$22.18	\$243.95	
Mattresses/Bases	\$ 27.50	each	\$ 2.75	\$ 30.25	each
Small quantities of: Bricks, concrete, building materials, sand, lawn, rubble *	\$210.27	per tonne	\$21.03	\$231.30	per tonne
*Minimum charge	\$128.00	per tonne	\$12.80	\$140.80	per tonne
Weigh Only	\$ 21.68	per weigh	\$ 2.17	\$ 23.85	per weigh
City of Bayswater Passes – Household Waste Only (for up to 300 kg waste per pass)	No Charge			No Charge	
Lead acid batteries	No charge to residents				
Waste oil	No charge to residents (up to 20 litres)				
E-waste	No charge to residents				

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 1 – Environmental Sustainability

- 1.1 To provide sustainable waste disposal operations.
- 1.3 To provide resource recovery and recycling solutions in partnership with member Councils.

FINANCIAL IMPLICATIONS

As the proposed agreement with the City of Bayswater will be on a cost plus basis, there are no adverse financial impacts on the budget.

SUSTAINABILITY IMPLICATIONS

Operation of the Baywaste Transfer station by the EMRC will enable the provision of a continued service for City of Bayswater residents and local small businesses, as well as neighbouring member Councils, benefitting the Region as a whole.



Item 14.5 continued

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	Access to a local transfer station for waste disposal and some recycling.
City of Bayswater	Ongoing use of the Baywaste transfer station.
City of Belmont	Access to a local transfer station for waste disposal and some recycling.
City of Kalamunda	Nil
Shire of Mundaring	Nil
City of Swan	Access to a local transfer station for waste disposal and some recycling.

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION(S)

That Council:

1. By absolute majority in accordance with s.5.42(1) of the *Local Government Act 1995* authorises the CEO to enter into an agreement with the City of Bayswater to operate the City of Bayswater's Baywaste Transfer Station at 271 Collier Road, Morley WA 6062 on a cost-plus basis, for a period up to 31 December 2020 or an earlier period as deemed appropriate by the CEO.
2. By absolute majority in accordance with *Section 6.16 of the Local Government Act 1995* adopts the 2020/2021 fees and charges for the Baywaste Transfer Station as outlined in Table 1 in the report.
3. In accordance with s.6.19 of the *Local Government Act 1995*, gives public notice that the fees and charges for the Baywaste Transfer Station as outlined in Table 1 in the report are effective from 1 July 2020.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



14.6 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: D2020/10146

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

1.1 REGISTER OF COUNCIL RESOLUTIONS (Ref: D2020/09591)

1.2 CEO EXERCISE OF DELEGATED POWERS AND DUTIES (Ref: D2020/10147)

RECOMMENDATION(S)

That Council notes the items contained in the Information Bulletin accompanying the 18 June 2020 Ordinary Meeting of Council Agenda.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



15 REPORTS OF COMMITTEES

15.1 CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD 2 JUNE 2020

REFERENCE: D2020/08370 (CEOAC) – D2020/09588

The minutes of the Chief Executive Officers Advisory Committee meeting held on **2 June 2020** accompany and form part of this agenda – (refer to 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 Officers Advisory Committee. Any questions relating to the confidential report will be dealt with under section 19 of the agenda "Confidential Items."

RECOMMENDATION(S)

That with the exception of items, which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Chief Executive Officers Advisory Committee report (Section 15.1).

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



15.2 AUDIT COMMITTEE MEETING HELD 4 JUNE 2020
REFERENCE: D2020/07718 (AC) – D2020/10148

The minutes of the Audit Committee meeting held on **4 June 2020** accompany and form part of this agenda – (refer to 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 15.2).

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



15.3 AUDIT COMMITTEE MEETING HELD 11 JUNE 2020
REFERENCE: D2020/10101 (AC) – D2020/10304

The minutes of the Audit Committee meeting held on **11 June 2020** accompany and form part of this agenda – (refer to 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

16.1 MWAC update presented by Cr Georgia Johnson

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 OFFICERS ADVISORY COMMITTEE MINUTES – MATTRESS RECYCLING

REFERENCE: D2020/09589

This item is recommended to be confidential because it contains matters of a commercial-in-confidence nature.

See Confidential Item circulated with the Agenda under Separate Cover.

RECOMMENDATION [Meeting re-opened to the public]

That the meeting be re-opened, the members of the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

COUNCIL RESOLUTION

MOVED CR

SECONDED CR



Item 19 continued

Recording of the resolutions passed behind closed doors, namely:

**19.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MINUTES –
MATTRESS RECYCLING**

REFERENCE: D2020/09589

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR

20 FUTURE MEETINGS OF COUNCIL

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

Future Meetings 2020

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