

# Bunbury - Harvey Regional Council

## Council Agenda



For the Ordinary Council Meeting of

**27<sup>th</sup> August 2015**

**BUNBURY-HARVEY REGIONAL COUNCIL  
AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD ON 27<sup>TH</sup> AUGUST 2015**

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**BUNBURY-HARVEY REGIONAL COUNCIL**

**MEETING NOTICE AND AGENDA – 27<sup>TH</sup> AUGUST 2015**

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**TO: THE CHAIRMAN AND COUNCILLORS**

**NOTICE** is hereby given that an Ordinary meeting of the Bunbury-Harvey Regional Council will be held at **City of Bunbury – Waste Operations Depot, 21 McCombe Road, Davenport, commencing at 4:00pm.**

Your attendance is respectfully requested.

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**TONY BATTERSBY**  
CHIEF EXECUTIVE OFFICER

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**AGENDA**

**1. Attendance, Apologies & Leave of Absence**

Cr Peter Monagle – Leave of Absence

<b>Name</b>	<b>Attended</b>	<b>Apologies</b>	<b>Leave of Absence</b>
Cr. Judy Jones (City of Bunbury)			
Cr. Neville McNeill (City of Bunbury)			
Cr. Murray Cook (City of Bunbury)			
Cr. Peter Monagle (Shire of Harvey)			✓
Cr. Greg Campbell (Shire of Harvey)			
Tony Battersby – CEO			
Michael Parker – CEO Shire of Harvey			
Chris Welham – Accountant			
Martinette Pieterse – Secretary to CEO			

**2. Public Question Time**

3. **Summary of Response to previous Questions taken on notice**

4. **Applications for leave of absence**

5. **Confirmation of Minutes**

Minutes of the Ordinary meeting of Council held 23<sup>rd</sup> July 2015.

6. **Petitions and Memorials**

7. **Declarations of Interests**

8. **Announcements (by the presiding member without discussion)**

9. **Reports of Committees**

10. **Business of Previous Meeting**

11. **Reports of Officers**

11.1 **Financial Statements for the period ended 31 July 2015**

**Reporting Officer:** Chris Welham, Accountant

**File Number:**

**Attachments:** Appendices 1 to 7

**Summary**

The following comments are provided on the key elements of Council's financial performance.

1. Statement of Comprehensive Income (**attached** at Appendix 1)

a. Year-to-date Financial Performance to 31 July 2015

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>VARIANCE</b>	
Year-to-date income	298,244	337,244	(39,020)	<i>unfavourable</i>

Year-to-date expenditure	221,770	261,614	39,844	<i>favourable</i>
Year-to-date operating surplus	76,454	75,630	824	<i>favourable</i>

2. Capital Works (**attached** at Appendix 3)

Year-to-date capital expenditure	0	0	0
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3. Balance Sheet (**attached** at Appendix 4)

Current Assets of \$7,192,623 includes:	<b>Actual</b>
Cash and Cash Equivalents	6,805,329
Trade and Other Receivables	377,879
Prepayments	7,593
Inventories	1,822
Current Liabilities of \$218,663 includes:	
Trade and Other Payables	95,893
Provisions	122,770
Working Capital (Current Assets <i>less</i> Current Liabilities) is	6,973,960
Equity (Total Assets <i>less</i> Total Liabilities) is	9,744,314
Reserves of \$5,552,575 include:	
Plant and Infrastructure Reserve	436,365
Site Post Closure Rehabilitation Reserve	3,015,513
Waste Minimisation Reserve	608,551
Stanley Road Lined Cell Construction Reserve	512,146
Site Acquisition and Investigation Reserve	980,000

4. Investments

Total of \$6,618,955 includes:	
ANZ Banking Group	2,923,078
Commonwealth Bank	392,095
National Australia Bank	3,303,782

**Background**

A financial management report is provided to Councillors on a monthly basis which includes the following summaries:

- Statement of Comprehensive Income (**attached** at Appendix 1)
- Banksia Road Operations (**attached** at Appendix 2)
- Statement of Financial Activity (**attached** at Appendix 3)
- Capital Works Expenditure Summary (**attached** at Appendix 4)
- Balance Sheet Summary (**attached** at Appendix 5)
- Statement of Net Current Assets (**attached** at Appendix 6)
- Fees and Charges Summary (**attached** at Appendix 7)
- Debtors Report (**attached** at Appendix 8)

**Legislative Compliance**

In accordance with the provisions of Section 6.4 of the Local Government Act 1995 and Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, a Local Government is to prepare each month a Statement of Financial Activity (Attached at Appendix 3) reporting on the revenue and expenditure as set out in the annual budget under Regulations 22 (1) (d) for this month.

At the Council Meeting on 16 July 2015, Council adopted that a variance between actual and budget-to-date of greater than or equal to 10% and \$15,000 is considered to be a material variance for reporting purposes in the Statement of Financial Activity for 2015/16.

The following is an explanation of significant variances identified in the Statement of Comprehensive Income and the Statement of Financial Activity.

<b>Statement of Comprehensive Income</b>	<b>YTD Actual to YTD Budget Variance</b>
<b>Operating Income</b>	
<b>Fees and Charges</b>	
<b>Casual Tipping Fees.</b> Casual tipping is less than expected due to the fall off in waste from Perth area with the diversion of waste to Perth Waste's own new landfill. Council is waiting for the Department of Environment Regulation to approve proposal for increased use of available airspace before increased tonnages are sought form outside the Bunbury-Harvey region.	\$ (43,120) (28)%
<b>Operating Expenditure</b>	
<b>Employee Costs</b>	
Costs for July are below budget because there is several staff on annual leave and a replacement was not found immediately for one employee who is on Maternity Leave.	\$27,324 24%
<b>Statement of Financial Activity</b>	<b>YTD Actual to YTD Budget Variance</b>
<b>Revenues by Nature and Type</b>	
<b>Fees and Charges are below budget for the following reasons:</b>	
<b>Casual Tipping Fees</b> Casual tipping is less than expected due to the fall off in waste from Perth area with the diversion of waste to Perth Waste's own new landfill. Council is waiting for the Department of Environment Regulation to approve proposal for increased use of available airspace before increased tonnages are sought form outside the Bunbury-Harvey region.	(49,865) (16)%
<b>Operating Expenditure</b>	
<b>Employee Costs</b>	
Costs for July are below budget because there is several staff on annual leave and a replacement was not found immediately for one employee who is on Maternity Leave.	\$27,324 24%

**Executive Recommendation**

The Financial Statements for the period ending 31 July 2015 be received.

11.2 Payments of Accounts for July 2015

**Reporting Officer:** Chris Welham, Accountant  
**File Number:** -  
**Attachments:** Summary of Accounts Paid for July 2015

**Précis**

Section 13 (2) of Government (Financial Management) Regulations 1996 require that where Local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing detail for each account paid since such list was prepared. This item is presented to Council to advise of payments made for July 2015.

**Background**

As noted above.

**Officer Comment**

The attachment details all payments made for July 2015.

**Consultation**

Nil

**Financial Implications**

As per the declaration within the schedule summary, the accounts have been checked and are fully supported by vouchers and invoices and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and costings. Sufficient allocations are contained within the 2015/2016 budget to cover payment of the accounts.

**Statutory Environment**

Sections 12 and 13 of the Local Government (Financial Management) Regulations 1996 apply.

**Strategic Implications**

Nil

**Policy Implications**

Nil

**Voting Requirement**

Simple Majority

**Officer Recommendation**

That the attached summary of schedule of accounts paid for July 2015 be received.

**12. General Business**

**12.1 Operational Update for August 2015**

**Reporting Officer:** Tony Battersby, Chief Executive Officer

**File Number:** -

- **Stanley Road Expansion**

Talis Consultants will be conducting some feasibility costing into the following:

1. Constructing lined cells at Stanley Road for medium to long term solutions of waste disposal for the City of Bunbury and the Shire of Harvey, will require DER approval.
2. Application of amendment to current licence put through to the DER on expansion of existing footprint along the southern side of cell 1- 2 and the valley between cell 1 – 2 and cell 3 to be filled with waste to allow for capping. These two amendments would allow for a further three years air space to be landfilled which equates to four years with the existing air space on cell 3.

***No correspondence received from DER.***

- **Compost Site Relocation**

Noel Jones from Elders Real Estate has been working at finding suitable sites for new compost facility, had meeting with Officers from the Shire of Harvey to discuss a couple of potential sites and their suitability with town planning. Meet with Iluka Mines to discuss possible sites that they may have available north of Capel.

- **DER Draft – Environmental Standards for Composting**

DER has released consultation papers on Environmental Standards for Composting and Separation Distances between Industrial and Sensitive Land Uses. Jai Pearce and I attended a workshop in Perth on the draft papers and will be submitting a response to the standards and what the DER are proposing.

- **Compost Sales**

Substantial compost sales have been secured over the last month with winning a contract to supply 400 tonne of compost to Fulton Hogan (Main Roads) for Coalfields Highway rehabilitation. A number of local farmers have also purchased loads ranging from 15 to 25 tonne and the Shire of Lake Grace has purchased a 20 tonne load to top dress their hockey field.

- **Tender for Mobile Aerated Floor Expansion**

Tender closes 26<sup>th</sup> August 2015, agenda item to purchase Mobile Aerated Floor units will be tabled at the Ordinary Meeting of Council on 24<sup>th</sup> September 2015.

- **Tender for Concrete Bunkers – Compost Facility**

Tender closes 9<sup>th</sup> September 2015, agenda item to purchase Concrete Bunkers will be tabled at the Ordinary Meeting of Council on 24<sup>th</sup> September 2015.



- **Waste to Energy**

Meeting held with representatives from Aecom and Martin Biopower to discuss possible future options for Waste to Energy in the Southwest region. Item discussed were current volumes of waste, possible site locations, possible partnership agreements with Worsley and possible expansion of catchment area to include Mandurah/Peel area.

***Company profile document and memory stick available for anyone that is interested.***

- **Wellington Group Regional Waste Education Program**

Position for part time Waste Education Officer has been advertised and will close on the 28<sup>th</sup> August 2015.

- **Staff Matters**

Jai Pearce – Annual leave for three weeks starting 14<sup>th</sup> August 2015.

Darryl Saunders – Annual Leave for two weeks starting 10<sup>th</sup> September 2015.

13. **Confidential Reports**

14. **Notices of Motion**

15. **Next Meeting**

To be held on Thursday 24 September 2015 at the ***City of Bunbury Waste Operations Depot, 21 McCombe Road, Davenport, commencing at 4:00pm.***

16. **Closure**

