

Bunbury - Harvey Regional Council

Minutes (Confirmed)



For the Ordinary Council Meeting of

27th August 2015

BUNBURY-HARVEY REGIONAL COUNCIL

**MINUTES (CONFIRMED) FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD ON
27TH AUGUST 2015**

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These Minutes are confirmed as being true & correct by Council **Resolution Nr: OC81023-1344**

Cr Neville McNeill
Chairman

Tony Battersby
Chief Executive Officer

• **Meeting was declared open 4:04pm**

1. Attendance, Apologies & Leave of Absence

Cr Peter Monagle – Leave of Absence

Chris Welham – Apology

Phil Harris (Director Works & Services – City of Bunbury) – Attended

Name	Attended	Apologies	Leave of Absence
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

Nil

3. Summary of Response to previous Questions taken on notice

Nil

4. Applications for leave of absence

Cr Judy Jones requested leave of absence between 9-14 September 2015, council accepts and approves her leave absence application

OC81023-1340

Moved:

Cr Greg Campbell

Second:

Cr Murray Cook

**4/0
Unanimous
CARRIED**

5. **Confirmation of Minutes**

Minutes of the Ordinary meeting of Council held 23rd July 2015.

OC81023-1341	Moved:	Cr Judy Jones	
	Second:	Cr Murray Cook	
			4/0
			Unanimous
			CARRIED

6. **Petitions and Memorials**

Nil

7. **Declarations of Interests**

Tony Battersby declared his interest.

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

Nil

9. **Reports of Committees**

Nil

10. **Business of Previous Meeting**

Nil

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

	ACTUAL	BUDGET	VARIANCE	
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:	Actual
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.

Statement of Comprehensive Income	YTD Actual to YTD Budget Variance
Operating Income	
Fees and Charges	
Casual Tipping Fees. 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)%
Operating Expenditure	
Employee Costs	
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%
Statement of Financial Activity	YTD Actual to YTD Budget Variance
Revenues by Nature and Type	
Fees and Charges are below budget for the following reasons:	(49,865)
Casual Tipping Fees 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.	(16)%
Operating Expenditure	
Employee Costs	
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%

- **Council requested that a breakdown of the accounting and professional fees are indicated in the Financial Statements "APPENDIX 1"**

Executive Recommendation

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

OC81023-1342

Moved:

Cr Greg Campbell

Second:

Cr Judy Jones

**4/0
Unanimous
CARRIED**

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 advice 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.

OC81023-1343

Moved: Cr Judy Jones
Second: Cr Murray Cook

4/0
Unanimous
CARRIED

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 there hockey field.

- **Tender for Mobile Aerated Floor Expansion**

Tender closes 27th August 2015, agenda item to purchase Mobile Aerated Floor units will be tabled at the Ordinary Meeting of Council on 24th September 2015.

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

Tender closes 9th September 2015, agenda item to purchase Concrete Bunkers will be tabled at the Ordinary Meeting of Council on 24th 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 28th August 2015.

- **Staff Matters**

Jai Pearce – Annual leave for three weeks starting 14th August 2015.

Darryl Saunders – Annual Leave for two weeks starting 10th September 2015.

13. Confidential Reports

Nil

14. Notices of Motion

Nil

15. Next Meeting

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

16. Closure

4:58pm

