



# Ordinary Council Meeting

## Minutes

26 July 2018

### Open Council Meetings – Procedures

1. All Council meetings are open to the public, except for matters raised by Council under “confidential items”.
2. Members of the public may ask a question at an ordinary Council meeting under “public question time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the Council.

**Undersigned**

**Chief Executive Officer**

**Bunbury-Harvey Regional Council**  
Lot 45 Stanley Road, Wellesley  
Western Australia 6233

*Correspondence to:*  
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### ATTACHMENTS

- Attachment 1 - Preliminary Financial Statements for Period Ending 30 June 2018**
- Attachment 2 - Summary of Accounts Paid for Period Ending 30 June 2018**
- Attachment 3 - Budget 2018/2019**

# Vision

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To be a leader in the development, implementation and maintenance of innovative and sustainable waste reduction, recycling and collection services while managing waste facilities with best practice standards within an engaged community.

# Mission

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To ensure the delivery of an integrated, cost-effective and environmentally sound waste management system and to promote sustainable community programs and policies. Intergenerational equity – ensuring that the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations.

# Core Values

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The Bunbury-Harvey Regional Council aspires to act in accordance with the following values in all its decisions and actions:

**Leadership:** with good leadership, employee wellbeing and performance are enhanced and consequently the organisation thrives and prospers. Leadership is a critical determinant of organisational effectiveness empowering people to help create change. This means that the essence of leadership is building and maintaining a team and guiding that team towards desired results.

**Team Work:** a team environment demands that you make responsible decisions; it requires you to take charge. It requires you to develop excellent interpersonal skills to interact at a much different level with your team members.

**Integrity:** acting with a level of trust, respect, honesty, hard work, communication and shared responsibility that is exhibited by its people.

**Accountability:** ensuring the collection and management of solid waste and recovered materials in an environmentally sound manner and in accordance with regulatory requirements and the Department of Water and Environment Regulation Licence Conditions.

**Respect:** 'respect yourself', 'respect others' and 'respect our environment'.

**Innovation:** embracing new and better ways to achieve improved results through creativity, inventiveness, teamwork and the adoption of appropriate new processes and technology.

# Bunbury-Harvey Regional Council

## Minutes

Minutes of the Ordinary Meeting of the Bunbury-Harvey Regional Council held in the Shire of Harvey Council Chambers, Administration Building, 7 Mulgara Street, Australind on Thursday, 26 July 2018 at 4:00pm.

### MINUTES

#### 1. Declaration of Opening / Announcement of Visitors

The meeting was declared open by Deputy Chairperson Cr Anita Shortland at 4:00pm.

These Minutes were confirmed as being true and correct by Council on 30 August 2018 by Council Resolution: OC30082018-1555

\_\_\_\_\_  
**Cr Murray Cook**  
Chairperson

\_\_\_\_\_  
**Mr Tony Battersby**  
Chief Executive Officer

#### 2. Attendances

<b>Council Members:</b>	<b>Representing</b>
Cr Anita Shortland ( <b>Deputy Chairperson</b> )	Shire of Harvey
Cr Jaysen Miguel	City of Bunbury
Cr Betty McCleary	City of Bunbury
Cr James Hayward	City of Bunbury
Cr Peter Monagle	Shire of Harvey
<b>Executive Leadership Team (Non-Voting)</b>	<b>Representing</b>
Mr Tony Battersby	Chief Executive Officer (BHRC)
<b>Officers (Non-Voting)</b>	<b>Representing</b>
Mr Gavin Harris	Director Works and Service (City of Bunbury)
Mr David Ransom	Manager Finance (City of Bunbury)
Miss Martinette Pieterse	Council Meeting Support Officer
Mrs Maryna Quinn	Acting Council Meeting Support Officer
<b>Others(Non-Voting)</b>	<b>Representing</b>

##### 2.1 Apologies

Cr Murray Cook – Leave of Absence (Cr Miguel standing as Proxy)

Mr Michael Parker – Shire of Harvey

Mr Mal Osborne – City of Bunbury

Mr Chris Welham – Accountant

### 3. Public Question Time

Nil

### 4. Summary of Response to previous Questions taken on notice

Nil

### 5. Applications for Leave of Absence

Nil

### 6. Confirmation of Minutes

The minutes of the Ordinary meeting of Council held on 28 June 2018, are confirmed as a true accurate record.

#### COUNCIL DECISION:

MOVED BY: Cr Betty McCleary

SECONDED BY: Cr James Hayward

RESULT: CARRIED / ~~LOST~~ 5/0

RESOLUTION: OC260718-1547

### 7. Petitions / Memorials / Presentations

Nil

### 8. Declarations of Interests

Nil

### 9. Announcements (by the presiding member without discussion)

Nil

### 10. Reports of Committees

Nil

### 11. Reports of Officers

#### 11.1 Financial Statements for the period ending 30 June 2018

<b>Applicant / Proponent:</b>	Internal			
<b>Responsible Officer:</b>	Chris Welham, Accountant			
<b>Responsible Manager:</b>	David Ransom, Manager Finance			
<b>Executive:</b>	Tony Battersby, Chief Executive Officer			
<b>Authority / Discretion:</b>	Advocacy	<input checked="" type="checkbox"/>	Review	<input type="checkbox"/>
	Executive/Strategic	<input checked="" type="checkbox"/>	Quasi-Judicial	<input type="checkbox"/>
	Legislative	<input checked="" type="checkbox"/>	Information Purposes	<input type="checkbox"/>
<b>Attachment(s):</b>	<b>Attachment 1</b> – Preliminary Financial Statements for the Period Ending 30 June 2018 (Appendices 1 – 8)			

#### *Summary*

**NOTE: this is a preliminary report to June 2018 and is to change as end-of-year figures have not been finalised including restricted cash and asset revaluations. Council will receive a final report after the annual audit due to commence 17 September 2018.**

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 30 June 2018

	ACTUAL	BUDGET	VARIANCE	
• Year-to-date Income	3,880,614	3,906,269	(25,655)	Unfavourable
• Year-to-date Expenditure	(4,842,260)	(5,315,402)	473,142	Favourable
• Year-to-date Operating Surplus	(961,646)	(1,409,133)	447,487	Favourable

2. Statement of Financial Activity **(attached at Appendix 3)**

Closing Funding Surplus to 30 June 2018 is \$421,877 being \$293,150 more than the Budgeted Closing Surplus of \$128,727

3. Capital Works **(attached at Appendix 4)**

	ACTUAL	BUDGET	VARIANCE	
• Year-to-date Capital Expenditure	(1,216,110)	(2,492,934)	1,276,824	Favourable

The Favourable variance is made up as follows:

New Admin building carried forward	\$ 275K
Lined Cell Clearing Offset (deferred)	\$ 120K
10,000 litre bulk fuel storage (deferred)	\$ 34K
Gabion Wall Work in Progress (Transferred from operating to capital expenditure)	(\$180K)
Compost facilities infrastructure (deferred)	\$1.027M
Other	\$ 1K
<b>TOTAL Variance</b>	<b>\$1.277M</b>

4. Statement of Financial Position **(attached at Appendix 5)**

• Current Assets of <b>\$5,702,570</b> includes:	<b>Year-to-date</b>	<b>Forecast</b>
○ Cash and Cash Equivalents	5,314,647	5,314,647
○ Trade and Other Receivables	373,511	373,511
○ Prepayments	12,125	12,125
○ Inventories	2,287	2,287

• Current Liabilities of <b>\$716,516</b> includes:		
○ Trade and Other Payables	422,133	422,133
○ Provisions	294,383	294,383

• Working Capital <b>(Current Assets less Current Liabilities)</b> is:	4,986,054	4,986,054
• Equity <b>(Total Assets less Total Liabilities)</b> is	9,768,851	9,768,851
• Reserves of <b>\$4,564,176</b> includes:		
○ Plant and Infrastructure Reserve	746,900	746,900
○ Site Post Closure Rehabilitation Reserve	1,852,553	1,852,553
○ Waste Minimisation Reserve	351,641	351,641
○ Stanley Road Lined Cell Construction Reserve	553,794	553,794
○ Organics Processing Reserve	1,059,289	1,059,289

## 5. Investments

Total of \$5,149,733 includes:			
	Invested Funds \$	% of Total Funds	Max % of Total Funds Allowed
o Bankwest	393,115	8	50
o Commonwealth Bank	152,323	3	75
o National Australia Bank	250,000	5	75
o Westpac	4,354,295	84	75
<b>TOTAL:</b>	<b>5,149,733</b>	<b>100</b>	

Funds which are not required for payment of creditors are invested in interest bearing Term Deposits for 1 to 3 months. Quotations are obtained to ensure the best interest rate is received. Interest earnings are shown in the financial statements. The percentage of total funds invested with Westpac is 66% as at 18/7/18.

### *Executive Recommendation*

#### **That Council:**

Receive and accept the Financial Statements for period ending 30 June 2018 as presented to Council.

#### **COUNCIL DECISION:**

**MOVED BY: Cr Peter Monagle**

**SECONDED BY: Cr James Hayward**

**RESULT: CARRIED / ~~LOST~~ 5/0**

**RESOLUTION: OC260718-1548**

### *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**)
- Statement of Financial Position (**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 Regulations 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 27 July 2017, 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 2017/18.

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

<b>Preliminary Statement of Comprehensive Income</b>	<b>YTD Actual to YTD Budget Variance</b>
<b>Contributions</b>	
<b>Waste Education Contributions:</b> Favourable compared to budget due to successful grants received for events held to promote waste education initiatives.	\$24,396 19%
<b>Fees and Charges</b>	
<b>Sale of Scrap Metal:</b> Favourable compared to budget due to a good market price (up to \$200 per tonne)	\$54,079 57%
<b>Banksia Road:</b> Unfavourable compared to budget. The variance amount is equivalent to the amount of compost which was transferred to Stanley Road during the year (\$16,251).	(\$16,545) (12%)
<b>Interest Earnings:</b> Unfavourable compared to budget due to interest rates being less than expected.	(\$19,726) (12%)
<b>Other Revenue</b>	
<b>Insurance Reimbursements:</b> Favourable budget variance due to receipt of break-in claim and ongoing workers compensation reimbursements.	\$37,554 94%
<b>Landfill Levy Income:</b> Unfavourable compared to budget due to an increase in casual tipping fees from outside the Bunbury-Harvey Region.	\$21,354 11%
<b>Employee Costs</b>	
<b>Employee Costs:</b> Unfavourable compared to budget. Comments are provided below for each cost centre. When recoups received from LGIS Workcare (\$68.5K) for workers compensation paid, the variance amount is reduced to (\$103,078) or (6%).	(\$171,578) (10%)
<b>Waste Education Operations:</b> Unfavourable compared to budget due to extra staff taken on for new initiatives which were funded through grants.	(\$17,496) (13%)
<b>Gatehouse:</b> Unfavourable compared to budget. A detailed analysis of wages cost will be undertaken in the new year.	(\$32,076) (21%)
<b>Site Clean-up (Litter and weed control):</b> Unfavourable compared to budget. A detailed analysis of wages cost will be undertaken in the new year.	(\$18,040) (47%)
<b>Waste Transfer Station:</b> Unfavourable compared to budget due to increased staffing required for busy Sunday operations.	(\$44,409) (15%)
<b>Earthworks Operations:</b> Unfavourable compared to budget. This is largely due to workers compensation wages paid which will be fully reimbursed from our insurers.	(\$50,010) (18%)
<b>Site Rehabilitation:</b> Favourable compared to budget. Operating costs have been reduced by transferring Gabion Wall Work in Progress (\$179K) to capital expenditure. The contract should be completed in July 2018.	\$41,129 30%
<b>Organics Expenditure:</b> Unfavourable compared to budget. A detailed analysis of wages cost will be undertaken in the new year.	(\$24,876) (14%)
<b>Materials and Contracts</b>	
<b>General Administration Other:</b> Favourable budget variance mainly due to savings in advertising costs (\$15K).	\$17,247 19%
<b>Waste Education Operations:</b> Unfavourable variance due to expenditure on the "Scrap Battle" competition. This is largely covered by grant funds which are included in the Waste Education contributions (\$14,570).	(\$17,305) (76%)
<b>Technical Services:</b> Unfavourable variance due to expenditure to fast track Stanley Road new lined cell approval plus consultant fees with regard to the offsite contamination investigation required by DWER.	(\$38,772) (52%)
<b>Organics Expenditure:</b> Favourable year-to-date budget variance due to the reduction in tipping volumes.	\$35,330 18%
<b>Earthworks Operations:</b> Favourable budget variance due to savings in repairs and maintenance of plant and transfer of fuel costs to site rehabilitation for the D7 bulldozer.	\$78,834 35%
<b>Monitoring Bores:</b> Unfavourable compared to budget due to extra monitoring being required by DWER.	(\$15,268) (25%)
<b>Site Rehabilitation:</b> Favourable budget variance. Site Rehabilitation expenditure was delayed because the contractor for the gabion wall and capping commenced later than	\$579,257 35%



expected. Operating costs have been reduced by transferring Gabion Wall Work in Progress (\$179K) to capital expenditure. The contract should be completed in July 2018.	
<b>Other Expenditure</b>	
<b>Landfill Levy:</b> Unfavourable compared to budget due to an increase in causal tipping fees from outside the Bunbury-Harvey Region. Landfill levy costs are fully covered by levy income received from customers.	(\$20,361) (12%)
<b>City of Bunbury Tonnage Rebate:</b> Favourable compared to budget due to a reduction in co-mingled waste delivered to Stanley Road.	\$17,257 16%
<b>Shire of Harvey Tonnage Rebate:</b> Favourable compared to budget due to a reduction in co-mingled waste delivered to Stanley Road.	\$19,359 18%
<b>Preliminary Statement of Financial Activity</b>	
<b>Operating Revenues by Nature and Type</b>	
<b>Contributions</b> – Favourable variance. See explanation above included in the Statement of Comprehensive Income variances.	\$24,396 19%
<b>Interest Earnings</b> - Unfavourable variance. See explanation above included in the Statement of Comprehensive Income variances.	(\$19,726) (12%)
<b>Other Revenue</b> – Favourable variance. See explanation above included in the Statement of Comprehensive Income variances.	\$59,797 20%
<b>Expenses by Nature and Type</b>	
<b>Employee Costs</b> – Unfavourable variance. See explanation above included in the Statement of Comprehensive Income variances.	(\$171,578) (10%)
<b>Materials and Contracts</b> - Favourable variance. See explanation above included in the Statement of Comprehensive Income variances.	\$608,241 23%
<b>Capital Expenditure</b>	
<b>Land and Buildings</b> Favourable variance. The New Administration Building (\$275K) has been carried forward to the Draft Budget for 2018/19 and the Lined Cell Clearing Offset (\$120K) has been deferred.	\$390,730 87%
<b>Stanley Road Infrastructure</b> - Gabion Wall Work in Progress (\$180K) transferred from operating to capital expenditure, and Lined cell expenditure (\$7K) transferred to operating costs.	(\$172,251) (2328%)
<b>Banksia Road Infrastructure</b> - Favourable variance. Organics processing facility upgrade and rehabilitation expenditure has been deferred.	\$1,027,571 100%
<b>Financial Transfers</b>	
<b>Transfers from Reserves</b> – Favourable compared to budget due to savings in purchase of Plant and Site Rehabilitation expenditure, and the deferment of the Organics Processing Facility upgrade and rehabilitation.	\$1,471,467 31%

### Voting Requirement

Absolute Majority

### 11.2 Summary of Accounts paid for period ending 30 June 2018

<b>Applicant / Proponent:</b>	Internal			
<b>Responsible Officer:</b>	Chris Welham, Accountant			
<b>Responsible Manager:</b>	David Ransom, Manager Finance			
<b>Executive:</b>	Tony Battersby, Chief Executive Officer			
<b>Authority / Discretion:</b>	Advocacy	<input checked="" type="checkbox"/>	Review	<input type="checkbox"/>
	Executive/Strategic	<input checked="" type="checkbox"/>	Quasi-Judicial	<input type="checkbox"/>
	Legislative	<input checked="" type="checkbox"/>	Information Purposes	<input type="checkbox"/>
<b>Attachment(s):</b>	<b>Attachment 2</b> - Summary of Accounts paid for period ending 30 June 2018			

### ***Summary***

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 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 June 18

### ***Officer Recommendation***

#### **That Council:**

Receive and accept the Summary of Accounts paid for period ending 30 June 2018 as presented to Council.

#### **COUNCIL DECISION:**

**MOVED BY:** Cr Betty McCleary

**SECONDED BY:** Cr Peter Monagle

**RESULT:** CARRIED / ~~LOST~~ – 5/0

**RESOLUTION:** OC260718-1549

### ***Background***

As noted in Summary.

### ***Officer Comment***

The attachment details all payments made for 30 June 2018

### ***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 service and as to prices, computation and costing(s). Sufficient allocations are contained within the 2017/2018 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

### 11.3 Budget 2018/2019

<b>Applicant / Proponent:</b>	Internal			
<b>Responsible Officer:</b>	Chris Welham, Accountant			
<b>Responsible Manager:</b>	David Ransom, Manager Finance			
<b>Executive:</b>	Tony Battersby, Chief Executive Officer			
<b>Authority / Discretion:</b>	Advocacy	<input checked="" type="checkbox"/>	Review	<input type="checkbox"/>
	Executive/Strategic	<input checked="" type="checkbox"/>	Quasi-Judicial	<input type="checkbox"/>
	Legislative	<input checked="" type="checkbox"/>	Information Purposes	<input type="checkbox"/>
<b>Attachment(s):</b>	<b>Attachment 3 – Budget 2018/2019</b>			

#### *Précis*

Section 6.1 of the Local Government Act 1995 requires a local government to prepare and adopt (in the period June 1 to August 31) an annual budget of its Municipal fund for that same year.

#### *Officer Recommendations*

##### Recommendation 1 – Elected Member Meeting Attendance Fees

That Council adopt the Elected Member sitting fees as prescribed by the Local Government (Administration) Regulations 1996 being:

**a. Council Meeting fees:**

Chairman \$180.00 per meeting (This is double the minimum prescribed fee)

Councillors \$90.00 per meeting

**b. Committee Meeting fees:**

Chairman and Councillors \$44.00 per meeting.

**Note: Absolute Majority Vote Required**

**COUNCIL DECISION:**

**MOVED BY:** Cr James Hayward

**SECONDED BY:** Cr Peter Monagle

**RESULT:** CARRIED / ~~LOST~~ – 5/0

**RESOLUTION:** OC260718-1550

##### Recommendation 2 – Closure and Change of Purpose of Waste Minimisation and Environmental Protection Reserve and the Stanley Road Lined Cell Construction Reserve and to transfer the funds from these two Reserves into a New Reserve called the Stanley Road Environmental Protection Cell Construction Reserve.

That Council close the Waste Minimisation and Environmental Protection Reserve and the Stanley Road Lined Cell Construction Reserve and move these funds (\$905K) into a new reserve for the purpose of new lined cell construction at Stanley Road and environmental protection initiatives.

**Note: Absolute Majority Vote Required**

**COUNCIL DECISION:**

**MOVED BY:** Cr James Hayward

**SECONDED BY:** Cr Peter Monagle

**RESULT:** CARRIED / ~~LOST~~ – 5/0

**RESOLUTION:** OC260718-1551

### Recommendation 3 – Adoption of the 2018/19 Budget

Budgets for the following funds for the year ended 30 June 2019, be adopted:

- Municipal Fund
- Plant and Infrastructure Reserve
- Site (Post Closure) Rehabilitation Reserve
- Waste Minimisation and Environmental Protection Reserve
- Stanley Road Lined Cell Construction Reserve
- Site Acquisition and Investigation Reserve
- Stanley Road Environmental Protection Cell Construction Reserve.
- Organics Processing Reserve

**Note: Absolute Majority Vote Required**

**COUNCIL DECISION:**

**MOVED BY:** Cr Peter Monagle

**SECONDED BY:** Cr James Hayward

**RESULT:** CARRIED / ~~LOST~~ – 5/0

**RESOLUTION:** OC260718-1552

### Recommendation 4 – Reporting of Material Variances in the Monthly Statement of Financial Activity for 2018/19

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 2018/19.

**Note: Absolute Majority Vote Required**

**COUNCIL DECISION:**

**MOVED BY:** Cr Betty McCleary

**SECONDED BY:** Cr James Hayward

**RESULT:** CARRIED / ~~LOST~~ – 5/0

**RESOLUTION:** OC260718-1553

### Recommendation 5 – Late Payment Interest Charge

An interest charge on outstanding fees and charges (including amounts allowed on ad hoc payment plans) of 11% will be calculated daily at 0.0301% on a simple interest basis for the number of days from the account due date until the day prior to the day on which the payment is received.

**Note: Absolute Majority Vote Required**

**COUNCIL DECISION:**

**MOVED BY:** Cr Jaysen Miguel

**SECONDED BY:** Cr Betty McCleary

**RESULT:** CARRIED / ~~LOST~~ – 5/0

**RESOLUTION:** OC260718-1554

### Background

Discussions regarding the draft budget for the 2018/19 Financial Year were held at a budget workshop on the 28th June 2018. The new schedule of Fees and Charges to apply from 2 July 2018 was adopted the Ordinary Council Meeting 24 May 2018 and has been used as the basis for the 2018/19 income budget. It was resolved at the meeting held on 28 June 2018 to adopt the budget at the next Meeting of Council on 26 July 2018.

### ***1. Elected Members Meeting Attendance Fees***

In accordance with the Local Government Act 1995, fees will be paid to Councillors for attendance at meetings of Council and Council (Standing) Committees. This is in addition to any other expenses which may be reimbursed.

The prescribed minimum payments under the Local Government (Administration) Regulations 1996, 30(3A) are:

**a. Councillor Meeting Attendance Fees:**

Chairperson \$90.00 per meeting

Councillors \$90.00 per meeting

***(Note: The Council resolution is for a Chairman meeting fee of \$180.00 per meeting)***

**b. Committee Meeting fees:**

Chairman and Councillors \$44.00 per meeting.

***(Refer to Recommendation 1)***

### ***2. Closure and Change of Purpose of Waste Minimisation and Environmental Protection Reserve and the Stanley Road Lined Cell Construction Reserve and to transfer the funds from these two Reserves into a New Reserve called the Stanley Road Environmental Protection Cell Construction Reserve.***

Waste Minimisation and Environmental Protection Reserve was created by Council to set aside funds for future waste minimisation and environmental protection initiatives. The Stanley Road Lined Cell Construction Reserve was created by Council to set aside funds for cell construction.

It is proposed to close the Waste Minimisation and Environmental Protection Reserve and the Stanley Road Lined Cell Construction Reserve and to move these funds (\$905K) into a new reserve which reflects Council's desire to continue environmental protection initiatives including the construction of the new lined cells at Stanley Road. The Stanley Road Environmental Protection Cell Construction Reserve will be created to set aside funds for cell construction and environmental protection initiatives.

***(Refer to Recommendation 2)***

### ***3. Adoption of the 2018/19 Budget***

A copy of the Draft Budget 2018/19 has been circulated under separate cover. Councillors developed the Draft Budget at the Council Meeting held on 28 June 2018.

The budget as presented includes provision to charge a \$61.00/tonne (GST incl.) gate fee for Co-mingled Waste, and \$25.00/tonne (GST incl.) for Green Waste, and to provide an \$12.50/tonne (GST incl.) rebate to Member Councils on Municipal waste disposed to landfill.

***(Refer to Recommendation 3)***

### ***4. Reporting of Material Variances in the Monthly Statement of Financial Activity for 2018/19***

It is a requirement under the Local Government (Financial Management) Regulations, for the Council to adopt (each year) a percentage or value, to be used for reporting material variances in the Statement of Financial Activity.

Any variance meeting these criteria will be required to have a supporting explanation in the monthly report to Council. Information is considered "material" if its omission, miss-statement or nondisclosure has the potential to adversely affect decisions by users of the financial report or affect the discharge of accountability by management or Council.

***(Refer to Recommendation 4)***

### **5. Late Payment Interest Charge**

A charge on outstanding fees and charges as allowed under the Local Government Act 1995 General Debtor Collection charges during the 2018/19 financial year (including amounts allowed on ad hoc payment plans) of 11% will be calculated daily at 0.0301% on a simple interest basis for the number of days from the account due date until the day prior to the day on which the payment is received.

*(Refer to Recommendation 5)*

#### **Consultation**

A Budget Workshop was held with Councillors on 28 June 2018.

#### **Financial Implications**

Notes are included in the draft budget papers in regard to new items of income and expenditure in addition to Officer Comments in this report.

#### **Statutory Environment**

Section 6.1 of the Local Government Act 1995 applies.

#### **Strategic Implications**

Nil

#### **Policy Implications**

Nil

### **12. Elected Member motions of which previous notice has been given**

Nil

### **13. Urgent business approved by the person presiding or by decision of the Council**

Nil

### **14. Confidential Business (Meeting Closed to the Public)**

Nil

### **15. Next Meeting**

The next meeting is scheduled for Thursday, 30 August 2018 at Shire of Harvey Council Chambers, 7 Mulgara Street, Australind, commencing at 4:00pm.

### **16. Close of Meeting**

The Presiding Member declares meeting closed at **4:25pm**.