



Ordinary Meeting of Council

AGENDA

to be held on
Thursday, 6 December 2018
at **6:00pm**, at the
EMRC Administration Office
1st Floor, Ascot Place, 226 Great Eastern Highway
BELMONT WA 6104

Meeting Room: Council Chambers

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

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

NOTICE OF MEETING

Dear Councillors

I wish to advise that an Ordinary Meeting of Council will be held at the EMRC Administration Office, 1st Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Thursday, 6 December 2018**, commencing at **6:00pm**.



PETER B. SCHNEIDER
Chief Executive Officer

30 November 2018

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 Director (SOURCE OF REPORT)** prior to the meeting.

EMRC Council Members

Cr David McDonnell (Chairman)	EMRC Member	City of Swan
Cr Dylan O'Connor (Deputy Chairman)	EMRC Member	City of Kalamunda
Cr Melissa Mykytiuk	EMRC Member	Town of Bassendean
Cr Jai Wilson	EMRC Member	Town of Bassendean
Cr Barry McKenna	EMRC Member	City of Bayswater
Cr Sally Palmer	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Steve Wolff	EMRC Member	City of Belmont
Cr Geoff Stallard	EMRC Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr David Lavell	EMRC Member	Shire of Mundaring
Cr Adam Kovalevs	EMRC Member	City of Swan

EMRC Council Deputies

Cr Kathryn Hamilton	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 Doug Jeans	EMRC Deputy Member	Shire of Mundaring
Cr Ian Johnson	EMRC Deputy Member	City of Swan

ORDINARY MEETING OF COUNCIL

AGENDA

6 December 2018

(REF: D2018/14131)

TABLE OF CONTENTS

1	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS	1
2	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	1
3	DISCLOSURE OF INTERESTS	1
4	ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION	1
5	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	1
6	PUBLIC QUESTION TIME	1
7	APPLICATIONS FOR LEAVE OF ABSENCE	1
8	PETITIONS, DEPUTATIONS AND PRESENTATIONS	1
9	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	2
	9.1 <i>MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 18 OCTOBER 2018</i> <i>(Ref: D2018/15076)</i>	2
10	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	2
11	QUESTIONS BY MEMBERS WITHOUT NOTICE	2
12	ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC	2
	12.1 <i>ITEM 14.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005</i>	2
	12.2 <i>ITEM 14.2 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE</i>	2
13	BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING	2
14	REPORTS OF EMPLOYEES	3
	14.1 <i>LIST OF ACCOUNTS PAID DURING THE MONTH OF OCTOBER 2018</i> <i>(Ref: D2018/14281)</i>	4
	14.2 <i>FINANCIAL REPORT FOR PERIOD ENDED 30 SEPTEMBER 2018 (Ref: D2018/14282)</i>	14
	14.3 <i>FINANCIAL REPORT FOR PERIOD ENDED 31 OCTOBER 2018 (Ref: D2018/14858)</i>	30
	14.4 <i>EMRC ANNUAL REPORT 2017/2018 (Ref: D2018/10001)</i>	46
	14.5 <i>SUNDRY DEBTOR WRITE OFF (Ref: D2018/14283)</i>	49
	14.6 <i>REVIEW OF THE MANAGEMENT OF INVESTMENT POLICY (Ref: D2018/14284)</i>	52
	14.7 <i>REVIEW OF COUNCIL POLICIES (D2018/14285)</i>	55
	14.8 <i>DISABILITY ACCESS AND INCLUSION PLAN 2018 TO 2023 (D2018/15165)</i>	62
	14.9 <i>ITEMS CONTAINED IN THE INFORMATION BULLETIN (Ref: D2018/15619)</i>	87

TABLE OF CONTENTS *continued*

15	REPORTS OF COMMITTEES	88
15.1	<i>CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD 20 NOVEMBER 2018</i> <i>(REFER TO MINUTES OF COMMITTEE – MAUVE PAGES)</i>	88
15.2	<i>TECHNICAL ADVISORY COMMITTEE MEETING HELD 22 NOVEMBER 2018</i> <i>(REFER TO MINUTES OF COMMITTEE –YELLOW PAGES)</i>	89
15.3	<i>RESOURCE RECOVERY COMMITTEE MEETING HELD 22 NOVEMBER 2018</i> <i>(REFER TO MINUTES OF COMMITTEE – SAND PAGES)</i>	90
16	REPORTS OF DELEGATES	91
17	MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	91
17.1	<i>NOTICE OF MOTION RECEIVED FROM CR DAW</i>	91
18	NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING	92
19	CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC	92
19.1	<i>ITEM 14.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005 (Ref: D2018/15614)</i>	93
19.2	<i>ITEM 14.2 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE (Ref: D2018/15615)</i>	93
20	FUTURE MEETINGS OF COUNCIL	94
21	DECLARATION OF CLOSURE OF MEETING	94



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 18 OCTOBER 2018

That the minutes of the Ordinary Meeting of Council held on 18 October 2018 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 14.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES
RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005
- 12.2 ITEM 14.2 OF THE RESOURCE RECOVERY COMMITTEE MINUTES
HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE

13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



14 REPORTS OF EMPLOYEES

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 OCTOBER 2018

REFERENCE: D2018/14281

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 October 2018 for noting.

KEY ISSUES 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 October 2018 is provided for noting.

Recommendation(s)

That Council notes the CEO's list of accounts for October 2018 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 \$9,453,896.23.

SOURCE OF REPORT

Director Corporate Services

BACKGROUND

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



Item 14.1 continued

REPORT

The table below summarises the payments drawn on the funds during the month of October 2018. A list detailing the payments made is appended as an attachment to this report.

Municipal Fund	EFT Payments	EFT40368 – EFT40555	
	Cheque Payments	220383 – 220393	
	Payroll EFT	PAY 2019-7, PAY 2019-8 & PAY 2019-9	
	Direct Debits		
	- Superannuation	DD17676.1 – DD17676.19 DD17758.1 – DD17758.19 DD17759.1 – DD17759.2 & DD17760.1	
	- Bank Charges	1*OCT18	
	- Other	1405 – 1419	\$9,462,974.82
	Less		
	Cancelled EFT & Cheques	EFT's 40407, 40509 & 40512	(\$9,078.59)
Trust Fund	Not Applicable		Nil
Total			\$9,453,896.23

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices

FINANCIAL IMPLICATIONS

As contained within the report.

SUSTAINABILITY IMPLICATIONS

Nil



Item 14.1 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

CEO's Delegated Payments List for the month of October 2018 (Ref: D2018/15876)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council notes the CEO's list of accounts for October 2018 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 \$9,453,896.23.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF OCTOBER 2018

Cheque / EFT No	Date	Payee	Description	Amount
EFT40368	28/09/2018	ADAM KOVALEVS	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40369	28/09/2018	BARRY MCKENNA	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40370	28/09/2018	DAVID LAVELL	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40371	28/09/2018	DAVID MCDONNELL	QUARTERLY COUNCILLORS PAYMENT	8,886.50
EFT40372	28/09/2018	DYLAN O'CONNOR	QUARTERLY COUNCILLORS PAYMENT	3,855.25
EFT40373	28/09/2018	GEOFF STALLARD	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40374	28/09/2018	JAI WILSON	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40375	28/09/2018	JANET POWELL	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40376	28/09/2018	JOHN DAW	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40377	28/09/2018	KATHRYN HAMILTON	COUNCILLORS ATTENDANCE FEE	236.00
EFT40378	28/09/2018	MELISSA MYKYTIUK	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40379	28/09/2018	SALLY PALMER	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40380	28/09/2018	STEPHEN K WOLFF	QUARTERLY COUNCILLORS PAYMENT	2,613.75
EFT40381	28/09/2018	ACCESS INDUSTRIAL TYRES PTY LTD	TYRE REPLACEMENT & REPAIRS	2,016.85
EFT40382	28/09/2018	ADVANCED NATIONAL SERVICES PTY LTD	CLEANING SERVICES & CONSUMABLES -ASCOT PLACE	2,773.53
EFT40383	28/09/2018	AIMEE KONTOR	STAFF REIMBURSEMENT	136.00
EFT40384	28/09/2018	AIR FILTER DRY CLEAN SYSTEMS WA	PLANT PARTS MAINTENANCE & SERVICE	1,803.35
EFT40385	28/09/2018	AIRWELL GROUP PTY LTD	QUARTERLY PLANT SERVICE & MAINTENANCE	6,682.11
EFT40386	28/09/2018	ALCOLIZER PTY LTD	SIX-MONTHLY CALIBRATION OF BREATH ANALYSERS	99.00
EFT40387	28/09/2018	ALLIGHTSYKES PTY LTD	SERVICE AGREEMENT - BACKUP GENERATOR AT RED HILL	321.75
EFT40388	28/09/2018	ALLWEST PLANT HIRE	EQUIPMENT HIRE	8,658.67
EFT40389	28/09/2018	ARMAGUARD (LINFOX ARMAGUARD PTY LTD)	COURIER SERVICE	445.72
EFT40390	28/09/2018	AUSTRALIAN INSTITUTE OF MANAGEMENT - AIM	CORPORATE MEMBERSHIP RENEWAL	2,750.00
EFT40391	28/09/2018	AUTOSWEEP WA (LAMBERT FAMILY TRUST)	SITE SWEEPING - HAZELMERE	2,772.00
EFT40392	28/09/2018	BARFIELD EARTHMOVING (JAYCOURT NOMINEES P/L)	SUPPLY OF SAND TO RED HILL & PRODUCT TRANSPORTATION COST	4,418.74
EFT40393	28/09/2018	BATTERY WORLD	BATTERY PURCHASE	438.00
EFT40394	28/09/2018	BELMONT - REDCLIFFE NEWSROUND	NEWSPAPERS	56.80
EFT40395	28/09/2018	BIN BATH AUSTRALIA PTY LTD	BIN CLEANING	155.10
EFT40396	28/09/2018	BLACKWOODS ATKINS	PROTECTIVE CLOTHING	96.31
EFT40397	28/09/2018	BRIGHTMARK GROUP PTY LTD	CLEANING SERVICES & CONSUMABLES	4,292.39
EFT40398	28/09/2018	BRING COURIERS	COURIER SERVICE	599.06
EFT40399	28/09/2018	BUDGET ELECTRICS	BUILDING REPAIRS & MAINTENANCE	309.10
EFT40400	28/09/2018	BULLANT SECURITY PTY LTD	BUILDING REPAIRS & MAINTENANCE	187.00
EFT40401	28/09/2018	BUNNINGS GROUP LTD	HARDWARE SUPPLIES	383.86
EFT40402	28/09/2018	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	COURIER SERVICE	1,454.80
EFT40403	28/09/2018	CARBRIDGE PTY LTD	BUS HIRE	594.00
EFT40404	28/09/2018	CBC AUSTRALIA PTY LTD (WA DIVISION)	PLANT PARTS	772.99
EFT40405	28/09/2018	CHEMCENTRE	WATER, DUST & WOODCHIP SAMPLE MONITORING - HAZELMERE & RED HILL	1,965.05
EFT40406	28/09/2018	CJD EQUIPMENT PTY LTD	PLANT MAINTENANCE, PARTS & SERVICE	6,845.90
EFT40407	28/09/2018	CMA RECYCLING PTY LTD	HARDWARE SUPPLIES	60.50
EFT40408	28/09/2018	COATES HIRE OPERATIONS PTY LTD	EQUIPMENT HIRE	106.13



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF OCTOBER 2018

Cheque / EFT No	Date	Payee	Description	Amount
EFT40409	28/09/2018	COMPU-STOR	IT BACKUP DATA SERVICES	787.45
EFT40410	28/09/2018	COVS PARTS PTY LTD	AIR FRESHENERS	87.11
EFT40411	28/09/2018	CSE CROSSCOM PTY LTD	TWO-WAY RADIO SERVICE	66.00
EFT40412	28/09/2018	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	STAFF TRAINING	110.00
EFT40413	28/09/2018	ILLION AUSTRALIA PTY LTD (DUN & BRADSTREET)	ONLINE CREDIT REFERENCE CHECKS	9.90
EFT40414	28/09/2018	ECOTECH P/L	E-SAMPLER ANNUAL SERVICE & MAINTENANCE	1,195.70
EFT40415	28/09/2018	ELAN ENERGY MATRIX	TYRE DISPOSAL COSTS	593.80
EFT40416	28/09/2018	ELEMENT HYDROGRAPHIC SOLUTIONS	EQUIPMENT MAINTENANCE & SERVICE	309.10
EFT40417	28/09/2018	FILTERS PLUS	PLANT FILTERS	986.70
EFT40418	28/09/2018	FRESH BOOST PTY LTD ATF BANDITS TRUST	STAFF AMENITIES	906.00
EFT40419	28/09/2018	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER MAINTENANCE & SUPPLIES	320.45
EFT40420	28/09/2018	GOODCHILD ENTERPRISES	BATTERY PURCHASE	704.00
EFT40421	28/09/2018	GREG WOOD TWISTECH	FENCE REPAIRS	330.00
EFT40422	28/09/2018	GTA CONSULTANTS (WA) PTY LTD	CONSULTING FEE - REGIONAL CONGESTION MANAGEMENT ACTION PLAN	7,450.26
EFT40423	28/09/2018	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	PLANT SERVICE & MAINTENANCE & REPAIR	1,486.41
EFT40424	28/09/2018	ID CONSULTING PTY LTD	ANNUAL SUBSCRIPTION FEE	4,510.00
EFT40425	28/09/2018	INNOVATIONS CATERING (WHATEVER WITH ATTITUDE)	CATERING COSTS	2,356.36
EFT40426	28/09/2018	IPING PTY LTD	INTERNET SERVICE	1,128.80
EFT40427	28/09/2018	JCB CONSTRUCTION EQUIPMENT AUSTRALIA	PLANT SERVICE & MAINTENANCE	460.00
EFT40428	28/09/2018	JJ RICHARDS & SONS P/L	PRODUCT TRANSPORTATION COST	945.00
EFT40429	28/09/2018	K2 AUDIOVISUAL PTY LTD	EQUIPMENT PURCHASE	117.48
EFT40430	28/09/2018	KALAMUNDA TOYOTA	VEHICLE SERVICE	368.80
EFT40431	28/09/2018	KENNARDS HIRE	PLANT HIRE	1,845.60
EFT40432	28/09/2018	KLB SYSTEMS	IT EQUIPMENT PURCHASES	1,089.00
EFT40433	28/09/2018	KONICA MINOLTA BUSINESS SOLUTIONS AUSTRALIA P/L	PHOTOCOPIER MAINTENANCE & SUPPLIES	1,088.11
EFT40434	28/09/2018	KOOL KREATIVE	ART WORK & PRINTING COST - ENVIRONMENTAL SERVICES	374.00
EFT40435	28/09/2018	KOTT GUNNING LAWYERS	LEGAL ADVICE & CONTRACT PREPARATION	3,508.78
EFT40436	28/09/2018	LANDFILL GAS & POWER PTY LTD	ELECTRICITY CHARGES	31,908.73
EFT40437	28/09/2018	LIFTRITE HIRE & SALES	PLANT REPAIR	170.50
EFT40438	28/09/2018	LLOYD GEORGE ACOUSTICS PTY LTD	ENVIRONMENTAL CONSULTING - RED HILL	1,056.00
EFT40439	28/09/2018	LO-GO APPOINTMENTS	LABOUR HIRE	4,268.95
EFT40440	28/09/2018	MACRI PARTNERS	AUDIT FEE - GRANT ACQUITTAL	660.00
EFT40441	28/09/2018	MAIL PLUS PERTH	MAIL EXPENSES	369.60
EFT40442	28/09/2018	MAJOR MOTORS PTY LTD	PLANT PARTS	166.58
EFT40443	28/09/2018	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	3,426.44
EFT40444	28/09/2018	MARKET CREATIONS PTY LTD	INTERNET SERVICE	462.00
EFT40445	28/09/2018	MAXIPLAST	EQUIPMENT HIRE & MAINTENANCE - LEACHATE CONTROL	17,006.05
EFT40446	28/09/2018	MCINTOSH & SON	PLANT MAINTENANCE	2,022.93
EFT40447	28/09/2018	MIDLAND TOYOTA	FLOOR MATS FOR VEHICLE	51.32
EFT40448	28/09/2018	MIDWAY FORD (WA)	VEHICLE SERVICE	282.34
EFT40449	28/09/2018	MISS MAUD	CATERING COSTS	471.95



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF OCTOBER 2018

Cheque / EFT No	Date	Payee	Description	Amount
EFT40450	28/09/2018	MUNDARING TYRE CENTRE	TYRE REPAIR	356.00
EFT40451	28/09/2018	NEVERFAIL SPRINGWATER	BOTTLED WATER	487.94
EFT40452	28/09/2018	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - TRANSFER STATION	1,012.00
EFT40453	28/09/2018	OFFICEWORKS	OFFICE CONSUMABLES	258.80
EFT40454	28/09/2018	ONSITE RENTALS PTY LTD	EQUIPMENT RENTAL	964.58
EFT40455	28/09/2018	PAXON GROUP	PART AUDIT FEE - INTERNAL AUDIT	27,720.00
EFT40456	28/09/2018	PETRO MIN ENGINEERS	CONSULTING FEE - WWtE	5,379.00
EFT40457	28/09/2018	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	HYDRAULIC HOSE SUPPLIES & REPAIRS	3,083.07
EFT40458	28/09/2018	PRESTIGE ALARMS	SECURITY MONITORING & MAINTENANCE - RED HILL	1,061.50
EFT40459	28/09/2018	PRUDENTIAL INVESTMENT SERVICES CORP P/L	INVESTMENT ADVISORY SERVICES	1,925.00
EFT40460	28/09/2018	PUMPS UNITED PTY LTD	PUMP PURCHASES	3,003.00
EFT40461	28/09/2018	RADIATION PROFESSIONALS PTY LTD	RADIATION MONITORING, SAMPLING AND ANALYSIS - RED HILL	9,253.20
EFT40462	28/09/2018	RAV DG SERVICES	UPDATE DANGEROUS GOODS STORAGE & HANDLING DOSSIER	1,650.00
EFT40463	28/09/2018	RELATIONSHIPS AUSTRALIA WA INC	EAP - COUNSELLING FEES	495.00
EFT40464	28/09/2018	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF PAPER RECYCLABLES	1,648.90
EFT40465	28/09/2018	RUDD INDUSTRIAL AND FARM SUPPLIES	HARDWARE SUPPLIES	593.39
EFT40466	28/09/2018	S&L ENGINEERING (WA) PTY LTD	PLANT MAINTENANCE	231.00
EFT40467	28/09/2018	SAFETY SIGNS SERVICE	SIGNAGE	95.90
EFT40468	28/09/2018	SHERRIN RENTALS PTY LTD	PLANT HIRE - POSI TRACK LOADER	2,350.57
EFT40469	28/09/2018	SIGN SUPERMARKET	SIGNAGE	309.00
EFT40470	28/09/2018	SOUTHSIDE MITSUBISHI VOLKSWAGEN	BRAKE LIGHT REPAIR TO VEHICLE	211.85
EFT40471	28/09/2018	SPUDS GARDENING SERVICES	SITE REHABILITATION & WEED CONTROL - RED HILL	18,644.00
EFT40472	28/09/2018	STANTONS INTERNATIONAL	PROBITY SERVICES - RRF TENDER	1,922.80
EFT40473	28/09/2018	STRATEGEN ENVIRONMENTAL CONSULTANTS PTY LTD	CONSULTING FEE - COMPLETION OF CAR RED HILL	2,115.38
EFT40474	28/09/2018	TALIS CONSULTANTS	CONSULTING FEE - RRF, CONTRACT NEGOTIATION & LEACHATE POND CONSTRUCTION PROJECT	19,827.94
EFT40475	28/09/2018	THE FOLAN FAMILY TRUST T/A INSPIRED DEVELOPMENT SOLUTIONS P/L	CONSULTING FEE - STRATEGIC PLANNING	1,650.00
EFT40476	28/09/2018	TIM DAVIES LANDSCAPING PTY LTD (TDL)	GARDEN MAINTENANCE ASCOT PLACE	1,004.94
EFT40477	28/09/2018	TOOLMART AUSTRALIA PTY LTD	HARDWARE SUPPLIES	815.45
EFT40478	28/09/2018	TOTALLY WORKWEAR MIDLAND	PROTECTIVE CLOTHING	1,882.49
EFT40479	28/09/2018	TUDOR HOUSE (WA) PTY LTD	FLAG POLES	769.00
EFT40480	28/09/2018	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	PLANT PARTS	2,254.34
EFT40481	28/09/2018	UNITED CRANE SERVICES PTY LTD	PLANT PARTS & MAINTENANCE	1,012.00
EFT40482	28/09/2018	VISY RECYCLING	RECYCLING COSTS	28.18
EFT40483	28/09/2018	VOLICH WASTE CONTRACTORS PTY LTD	BULK BIN HIRE	44.00
EFT40484	28/09/2018	WA HYDROMULCH PTY LTD	SITE REHABILITATION - RED HILL	8,272.00
EFT40485	28/09/2018	WA MACHINERY GLASS	PLANT TRANSPORTATION	286.00
EFT40486	28/09/2018	WA RECYCLING PTY LTD	SUPPLY OF SUB-BASE TO HRRP	5,440.14
EFT40487	28/09/2018	WATERLOGIC AUSTRALIA PTY LTD	EQUIPMENT RENTAL	519.31
EFT40488	28/09/2018	WESTERN MAZE T/A WESTERN EDUCTING SERVICE	DUST EXTRACTION UNIT MAINTENANCE - GRINDER	1,831.50
EFT40489	28/09/2018	WESTERN TREE RECYCLERS	PLANT HIRE - HAZELMERE	6,169.12
EFT40490	28/09/2018	WESTRAC EQUIPMENT PTY LTD	PLANT SERVICE AGREEMENT & PLANT PARTS	7,893.86



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF OCTOBER 2018

Cheque / EFT No	Date	Payee	Description	Amount
EFT40491	28/09/2018	WINC AUSTRALIA PTY LTD	STATIONERY & CONSUMABLES	1,049.14
EFT40492	28/09/2018	WORKFORCE INTERNATIONAL	LABOUR HIRE	5,323.07
EFT40493	28/09/2018	WREN OIL	WASTE OIL REMOVAL	16.50
EFT40494	28/09/2018	WURTH AUSTRALIA PTY LTD	PROTECTIVE CLOTHING	127.06
EFT40495	01/10/2018	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	339.47
EFT40496	01/10/2018	ENERAQUE PTY LTD	PURCHASE OF MEGA PUMP FOR RED HILL	57,915.00
EFT40497	01/10/2018	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	AMENDMENT TO RED HILL LICENCE	4,454.00
EFT40498	05/10/2018	BRIAN NAUGHTON (BG'S CAR CLEANING SERVICE)	CLEANING CAR POOL VEHICLES	100.00
EFT40499	05/10/2018	CABCHARGE	ADMIN FEE	6.00
EFT40500	05/10/2018	COMSYNC CONSULTING PTY LTD	IT CONSULTING	165.00
EFT40501	05/10/2018	JH & SH INVESTMENTS T/A HAYTO'S RECYCLERS	REFUND OF OVERPAYMENT TO CUSTOMER	4,903.85
EFT40502	05/10/2018	MISS MAUD	CATERING COSTS	26.80
EFT40503	05/10/2018	SHUGS ELECTRICAL	SECURITY LIGHTS INSTALLATION - RED HILL WEIGHBRIDGE OFFICE	528.00
EFT40504	05/10/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	630.90
EFT40505	05/10/2018	TREE AESTHETICS	CUT OVERHANGING BRANCHES AT HAZELMERE	330.00
EFT40506	09/10/2018	AIR FILTER DRY CLEAN SYSTEMS WA	PLANT PARTS MAINTENANCE & SERVICE	322.69
EFT40507	09/10/2018	ANERGY AUSTRALIA PTY LTD T/A ANSAC	WWtE - CONTRACT VARIATION PAYMENT	28,781.50
EFT40508	09/10/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	STAFF TRAINING	100.00
EFT40509	09/10/2018	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	313.24
EFT40510	09/10/2018	PAYG PAYMENTS	PAYG TAXATION PAYMENT	66,458.68
EFT40511	09/10/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	415.11
EFT40512	09/10/2018	WA BROILER GROWERS ASSOCIATION (INC)	REFUND OF PAYMENT GUARANTEE	8,704.85
EFT40513	12/10/2018	CARPENTRY, HOUSE AND YARD MAINTENANCE	BUILDING REPAIRS & MAINTENANCE & BUILT DIVIDING WALLS IN HOUSE AT HAZELMERE	7,120.00
EFT40514	12/10/2018	CATHY LEVETT	STAFF REIMBURSEMENT	200.00
EFT40515	12/10/2018	ISENTIA PTY LTD	MONTHLY SUBSCRIPTION - MEDIA MONITORING	1,031.25
EFT40516	12/10/2018	LGIS	VARIOUS INSURANCE PREMIUMS	201,232.11
EFT40517	12/10/2018	MAJOR SECURITY SERVICES PTY LTD	SECURITY MONITORING	309.85
EFT40518	12/10/2018	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	2,113.25
EFT40519	12/10/2018	YOGA BY LAUREN CATALANO	STAFF HEALTH PROMOTION	360.00
EFT40520	16/10/2018	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	HRRP ANNUAL LICENCE FEE	1,827.00
EFT40521	16/10/2018	PITNEY BOWES AUSTRALIA PTY LTD	POSTAGE EXPENSE	333.63
EFT40522	16/10/2018	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	1,421.20
EFT40523	16/10/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	320.29
EFT40524	19/10/2018	ANERGY AUSTRALIA PTY LTD T/A ANSAC	WWtE - CONTRACT VARIATION PAYMENT	9,724.00
EFT40525	19/10/2018	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY ACMA	ANNUAL APPARATUS LICENCE RENEWAL - HRRP	655.00
EFT40526	19/10/2018	BRIAN NAUGHTON (BG'S CAR CLEANING SERVICE)	CLEANING CAR POOL VEHICLES	130.00
EFT40527	19/10/2018	MONADELPHOUS ENGINEERING ASSOCIATES PTY LTD	CONSULTING FEE - WWtE SUPERINTENDENT SERVICES	18,658.75
EFT40528	19/10/2018	TALIS CONSULTANTS	CONSULTING FEE - STAGE 15B TIE IN LANDFILL	10,876.80
EFT40529	22/10/2018	DEPUTY COMMISSIONER OF TAXATION	GST PAYMENT	268,912.00
EFT40530	22/10/2018	AUSTRALIAN HVAC SERVICES	AIRCONDITIONING MAINTENANCE & REPAIRS	880.00
EFT40531	22/10/2018	BP AUSTRALIA PTY LTD (A/C 50209244)	FUEL PURCHASES	41,072.51



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF OCTOBER 2018

Cheque / EFT No	Date	Payee	Description	Amount
EFT40532	22/10/2018	PAYG PAYMENTS	PAYG TAXATION PAYMENT	59,083.00
EFT40533	22/10/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	107.23
EFT40534	23/10/2018	MARKETFORCE	ADVERTISING FOR HRRP & VARIOUS PUBLIC NOTICES	1,244.08
EFT40535	23/10/2018	PROFICIENCY GROUP PTY LTD T/AS INFORMATION	ANNUAL LICENCE UPGRADE FOR TRIM	33,764.50
EFT40536	23/10/2018	PROFICIENCY & SIGMA DATA SAI GLOBAL LIMITED	LICENCE RENEWAL - PRODUCT LISTING MODIFICATION	252.11
EFT40537	23/10/2018	STRATEGEN ENVIRONMENTAL CONSULTANTS PTY LTD	ANNUAL COMPLIANCE ASSESSMENT AUDIT REPORT FOR RRF	4,111.25
EFT40538	23/10/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	17.81
EFT40539	26/10/2018	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	QUARTERLY LANDFILL LEVY	3,428,220.66
EFT40540	26/10/2018	BUNBURY INSULATION SERVICES (BIS)	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	9,028.25
EFT40541	26/10/2018	CITY OF BAYSWATER	VENUE HIRE	690.00
EFT40542	26/10/2018	DOOLEE CONSTRUCTION PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	18,421.70
EFT40543	26/10/2018	EES SHIPPING PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,320.00
EFT40544	26/10/2018	EMR PROJECT MANAGEMENT P/L	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	21,950.00
EFT40545	26/10/2018	KAREN WARNER	STAFF REIMBURSEMENT	235.77
EFT40546	26/10/2018	MVLV POWER SOLUTIONS P/L	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	102,631.54
EFT40547	26/10/2018	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - TRANSFER STATION	1,837.00
EFT40548	26/10/2018	PEDCO ENGINEERING P/L	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,237.50
EFT40549	26/10/2018	ROBAYNE	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	2,767.90
EFT40550	26/10/2018	STAINLESS FASTENER SUPPLIES	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,465.56
EFT40551	26/10/2018	SYSTEM CONTROL ENGINEERING PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	30,510.36
EFT40552	26/10/2018	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	5,313.00
EFT40553	30/10/2018	BRIAN NAUGHTON (BG'S CAR CLEANING SERVICE)	CLEANING CAR POOL VEHICLES	70.00
EFT40554	30/10/2018	CARPENTRY, HOUSE AND YARD MAINTENANCE	BUILDING REPAIRS & MAINTENANCE	4,080.00
EFT40555	30/10/2018	PERTH ENERGY PTY LTD	GAS SUPPLY - WWtE	156.30
220383	03/10/2018	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	485.30
220384	03/10/2018	EMRC PETTY CASH - COPPIN ROAD	PETTY CASH RECOUP	37.05
220385	03/10/2018	EMRC PETTY CASH - HAZELMERE	PETTY CASH RECOUP	52.60
220386	03/10/2018	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	30.20
220387	03/10/2018	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	100.00
220388	16/10/2018	EAST GIDGEGANNUP VOLUNTEER BUSH FIRE BRIGADE (INC)	EMRC 2018 COMMUNITY GRANT PROGRAM	1,020.03
220389	16/10/2018	GIDGEGANNUP COMMUNITY WEBSITE INCORPORATED	EMRC 2018 COMMUNITY GRANT PROGRAM	1,500.00
220390	16/10/2018	GIDGEGANNUP SCOUT GROUP - SCOUTS WA	EMRC 2018 COMMUNITY GRANT PROGRAM	1,500.00
220391	16/10/2018	WATER CORPORATION	WATER USAGE & RATES	2,110.56
220392	16/10/2018	X SPEED AUSTRALIA CYCLE CLUB INC	EMRC 2018 COMMUNITY GRANT PROGRAM	1,500.00
220393	22/10/2018	WATER CORPORATION	WATER USAGE & RATES	482.81
PAY 2019-7	02/10/2018	PAYROLL FE 2/10/2018	PAYROLL	197,230.12
PAY 2019-8	16/10/2018	PAYROLL FE 16/10/2018	PAYROLL	181,170.35
PAY 2019-9	30/10/2018	PAYROLL FE 30/10/2018	PAYROLL	184,005.36
1*OCT18	01/10/2018	BANK CHARGES 1794 - 1798	BANK FEES & CHARGES	1,211.89
DD17676.1	02/10/2018	WALGS PLAN	SUPERANNUATION	28,624.50
DD17676.2	02/10/2018	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	807.30



Cheque / EFT No	Date	Payee	Description	Amount
DD17676.3	02/10/2018	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND	SUPERANNUATION	191.47
DD17676.4	02/10/2018	MLC SUPER FUND	SUPERANNUATION	458.07
DD17676.5	02/10/2018	SUNSUPER	SUPERANNUATION	544.16
DD17676.6	02/10/2018	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	255.77
DD17676.7	02/10/2018	ASGARD SUPERANNUATION FUND	SUPERANNUATION	325.42
DD17676.8	02/10/2018	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	586.99
DD17676.9	02/10/2018	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	258.89
DD17676.10	02/10/2018	CBUS INDUSTRY SUPER	SUPERANNUATION	1,113.53
DD17676.11	02/10/2018	MTAA SUPERANNUATION FUND	SUPERANNUATION	219.79
DD17676.12	02/10/2018	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	568.06
DD17676.13	02/10/2018	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	SUPERANNUATION	453.87
DD17676.14	02/10/2018	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	496.67
DD17676.15	02/10/2018	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	2,009.48
DD17676.16	02/10/2018	AUSTRALIAN SUPER	SUPERANNUATION	2,292.80
DD17676.17	02/10/2018	LEGALSUPER	SUPERANNUATION	302.08
DD17676.18	02/10/2018	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	46.63
DD17676.19	02/10/2018	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	261.13
DD17758.1	16/10/2018	WALGS PLAN	SUPERANNUATION	27,086.87
DD17758.2	16/10/2018	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	809.38
DD17758.3	16/10/2018	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND	SUPERANNUATION	191.47
DD17758.4	16/10/2018	MLC SUPER FUND	SUPERANNUATION	513.54
DD17758.5	16/10/2018	SUNSUPER	SUPERANNUATION	546.74
DD17758.6	16/10/2018	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	255.77
DD17758.7	16/10/2018	ASGARD SUPERANNUATION FUND	SUPERANNUATION	306.34
DD17758.8	16/10/2018	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	517.38
DD17758.9	16/10/2018	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	262.62
DD17758.10	16/10/2018	CBUS INDUSTRY SUPER	SUPERANNUATION	1,011.95
DD17758.11	16/10/2018	MTAA SUPERANNUATION FUND	SUPERANNUATION	219.70
DD17758.12	16/10/2018	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	568.06
DD17758.13	16/10/2018	ETHAN Y WANG SUPER PTY LTD ATF ETHAN Y WANG SUPERANNUATION FUND	SUPERANNUATION	453.85
DD17758.14	16/10/2018	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	496.67
DD17758.15	16/10/2018	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	1,895.81
DD17758.16	16/10/2018	AUSTRALIAN SUPER	SUPERANNUATION	2,158.88
DD17758.17	16/10/2018	LEGALSUPER	SUPERANNUATION	302.08
DD17758.18	16/10/2018	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	15.04
DD17758.19	16/10/2018	COLONIAL FIRST STATE FIRSTCHOICE	SUPERANNUATION	261.13
DD17759.1	02/10/2018	WALGS PLAN	SUPERANNUATION	438.68
DD17759.2	16/10/2018	WALGS PLAN	SUPERANNUATION	151.27
DD17760.1	16/10/2018	WALGS PLAN	SUPERANNUATION	-589.95
1405	15/10/2018	NATIONAL AUSTRALIA BANK	TERM DEPOSIT INVESTMENT	1,000,000.00
1406	22/10/2018	AUSTRACLEAR LIMITED (ASX)	FINANCIAL SERVICES FEE	55.55



Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST
FOR THE MONTH OF OCTOBER 2018

Cheque / EFT No	Date	Payee	Description	Amount
1407	29/10/2018	NATIONAL AUSTRALIA BANK	TERM DEPOSIT INVESTMENT	2,000,000.00
1408	16/10/2018	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	666.41
1409	16/10/2018	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	454.69
1410	16/10/2018	WBC - CORPORATE MASTERCARD - DOUGLAS DARMAGO	CREDIT CARD PURCHASES	573.93
1411	16/10/2018	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KUA	CREDIT CARD PURCHASES	1,661.71
1412	16/10/2018	WBC - CORPORATE MASTERCARD - H LIEW	CREDIT CARD PURCHASES	17.00
1413	16/10/2018	WBC - CORPORATE MASTERCARD - P SCHNEIDER	CREDIT CARD PURCHASES	370.09
1414	16/10/2018	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	265.97
1415	16/10/2018	WBC - CORPORATE MASTERCARD - T BEINHAUER	CREDIT CARD PURCHASES	145.79
1416	16/10/2018	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	292.02
1417	16/10/2018	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	933.00
1418	16/10/2018	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	468.17
1419	31/10/2018	NATIONAL AUSTRALIA BANK	TERM DEPOSIT INVESTMENT	1,000,000.00
SUB TOTAL				9,462,974.82
LESS CANCELLED EFTs & CHEQUES				
EFT40407	28/09/2018	CMA RECYCLING PTY LTD	CANCELLED EFT	-60.50
EFT40509	9/10/2018	MAJOR SECURITY SERVICES PTY LTD	CANCELLED EFT	-313.24
EFT40512	9/10/2018	WA BROILER GROWERS ASSOCIATION (INC)	CANCELLED EFT	-8,704.85
SUB TOTAL				-9,078.59
TOTAL				9,453,896.23

REPORT

Bank Code Bank

EMRC - Municipal Fund	9,453,896.23
	9,453,896.23

All Employee Superannuation obligations for the period October 2018 have been paid by the EMRC.



14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 SEPTEMBER 2018

REFERENCE: D2018/14282

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 September 2018.

KEY ISSUES 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 September 2018 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 September 2018.

SOURCE OF REPORT

Director Corporate Services

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 2018/2019 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.

REPORT

Outlined below are financial statements for the period ended 30 September 2018. 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 September 2018 is a favourable variance of \$652,655 (70.46%) 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>	A favourable variance of \$161,601 (1.86%).
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.

Operating Income variances previously reported to Council:

1. Year to date Reimbursements of \$132,328 is \$61,703 (31.80%) below the budget of \$194,031. This is attributable to a lower level of reimbursements compared to budget relating to the Coppin & Mathieson Transfer Stations.
2. Year to date Other Income of \$351,159 is \$279,258 (44.3%) below the budget of \$630,417. This is mainly attributable to a lower level of sales of ferricrete to 30 September 2018 (\$41,116 compared to a budget of \$180,003), a lower level of woodwaste product sales (\$165,986 compared to a budget of \$252,513), a lower level of Greenwaste products sales (\$16,198 compared to a budget of \$64,227) and royalty income for landfill gas yet to be received for 2018/2019 (\$0 compared to a budget of \$45,000). However, it is anticipated that the budget for the sale of products will be achieved as at year end.

There were no further significant Operating Income variances as at 30 September 2018.

<u>Operating Expenditure</u>	<i>Actuals for the Year</i>	A favourable variance of \$491,054 (6.33%).
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.

Operating Expenditure variances previously reported to Council:

1. Year to date Contract Expenses of \$464,276 is \$804,103 (63.40%) below the budget of \$1,268,379 due to the timing of various projects from different business units. Major variances from the Waste Services directorate include:
 - Operate and Maintain Leachate Project - Red Hill Landfill Facility - \$114,370;
 - Operate and Maintain Class IV Cell - Leachate Removal - \$99,999;
 - Crush and Screen Lateritic Caprock- \$66,249;
 - Monitor Environmental Impacts - \$65,330;
 - Operate and Maintain Plant - Waste Management Facilities - \$55,119;
 - Manage Greenwaste Mulching - \$41,395;
 - Operate and Maintain Class IV Cells - Maintain Liner - \$24,999;
 - Update Red Hill Development Plan - \$20,124;
 - Operate and Maintain Monitoring Bores - \$13,893;
 - Undertake Greenwaste Waste Stream Audits - \$12,498; and
 - Operate and Maintain Security System Project - Red Hill Landfill Facility - \$10,975.

Other projects where the expenditures are lower than budget for various directorates/business units include: Corporate Services (\$107,615), Environmental Services (\$58,337), Regional Development (\$57,670) and other Waste Services minor projects (\$53,849).



Item 14.2 continued

2. Year to date Costs Allocated of \$73,363 is \$219,630 (74.96%) below the budget of \$292,993. This variance relates specifically to internal costs allocated between the Resource Recovery C & I Project and the Red Hill Landfill Facility Class III cell. This variance is predominantly offset against Costs Allocated (Other Expenses).

There were no further significant Operating Expenditure variances as at 30 September 2018.

<u>*Other Revenues and Expenses (Net)</u>	<i>Actuals for the Year</i>	A favourable variance of \$45,251 (3.05%).
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.

Other Revenues and Expenses variances previously reported to Council:

1. Year to date User Charges of \$31,926 is \$221,199, (87.39%) below the budget of \$253,125. The variance is due to the lower level of tonnages received through the Hazelmere C & I facility.
2. Year to date Other Revenue of \$4,125 is \$54,480 (92.96%) below the budget of \$58,605. The variance relates specifically to the sale of products from the Hazelmere C&I Project due to the lower level of tonnages received through the facility and resulting recoverable material available for sale.
3. Year to date Salary Expenses (Other Expenses) of \$76,909 is \$112,859 (59.47%) below the budget of \$189,768. The variance is principally attributable to the low level of activity in the Hazelmere C & I facility due to the lower level of tonnages received.
4. Year to date Contract Expenses (Other Expenses) of \$34,029 is \$41,790 (55.12%) below the budget of \$75,819. This variance is due to the timing of the various Resource Recovery projects and the associated consultancy expenditure.
5. Year to date Costs Allocated (Other Expenses) of \$73,564 is \$202,256 (73.33%) below the budget of \$275,820. This variance relates specifically to the timing of internal costs allocated between the Resource Recovery C & I Project and the Red Hill Landfill Facility Class III cell. This variance is predominantly offset against Costs Allocated (Operating Expenditure).

There were no further significant Other Revenues and Expenses variances as at 30 September 2018.

<u>Other Comprehensive Income</u>	<i>Actuals for the Year</i>	An unfavourable variance of \$302,794.
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.

As a result of a change to the *Local Government (Financial Management) Regulations 1996 (Reg.17A.5)* which states: "An asset is to be excluded from the assets of a local government if the fair value of the asset as at the date of acquisition by the local government is under \$5,000", the amount of \$302,794 was written back and recognised in the Statement of Comprehensive Income.

This value represents the net of the acquisition cost of the assets less the accumulated depreciation and assets revaluation reserve values applicable to these assets.



Item 14.2 continued

Capital Expenditure Statement (refer Attachment 2)

<u>Capital Expenditure</u>	<i>Actuals for the Year</i>	A favourable variance of \$4,812,666.
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.

Capital Expenditure variances:

A favourable variance of \$4,812,666 existed as at 30 September 2018 when compared to the budget of \$4,987,911. The year to date budget provisions are used as a guide only as expenditure of a capital nature is undertaken as and when required.

There was no major capital expenditure incurred to 30 September 2018.

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 September 2018 totals \$188,634,541. This is an increase of \$2,805,648 from the 30 June 2018 equity of \$186,130,189 and represents the net change in assets from operations.

As end of year forecasts are yet to be reviewed, the forecast balances as at 30 September 2018 are as per the budget estimates.

Statement of Cash and Investments (refer Attachment 4)

The level of cash and investments in the Municipal Fund as at 30 September 2018 is \$12,644,260 and Restricted Cash amount to \$88,103,751.

The net movement for the month is an increase of \$2,010,385.

As end of year forecasts are yet to be reviewed, the forecast balances as at 30 September 2018 are as per the budget estimates.

Investment Report (refer Attachment 5)

Term deposits valued at \$16,500,000 matured during September 2018. These were reinvested into further term deposits.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 - Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices

FINANCIAL IMPLICATIONS

As outlined within the report and attachments.

SUSTAINABILITY IMPLICATIONS

Nil



Item 14.2 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Statement of Comprehensive Income by Nature and Type (Ref: D2018/14863)
2. Capital Expenditure Statement (Ref: D2018/14864)
3. Statement of Financial Position (Ref: D2018/14865)
4. Statement of Cash and Investments (Ref: D2018/14866)
5. Investment Report (Ref: D2018/14867)

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 September 2018.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

SEPTEMBER 2018

Year to Date			Full Year				
Actual	Budget	Variance		Forecast	Budget	Variance	
Operating Income							
\$7,744,979	\$7,262,060	\$482,919	(F)	\$30,773,307	\$30,773,307	\$0	(F)
\$109,303	\$111,800	(\$2,497)	(U)	\$445,165	\$445,165	\$0	(F)
\$335,016	\$315,735	\$19,281	(F)	\$488,557	\$488,557	\$0	(F)
\$71,800	\$71,000	\$800	(F)	\$382,426	\$382,426	\$0	(F)
\$102,058	\$99,999	\$2,059	(F)	\$400,000	\$400,000	\$0	(F)
\$132,328	\$194,031	(\$61,703)	(U)	\$776,185	\$776,185	\$0	(F)
\$351,159	\$630,417	(\$279,258)	(U)	\$3,041,744	\$3,041,744	\$0	(F)
\$8,846,643	\$8,685,042	\$161,601	(F)	\$36,307,384	\$36,307,384	\$0	(F)
Operating Expenditure							
\$1,640,013	\$1,811,179	\$171,166	(F)	\$8,519,311	\$8,519,311	\$0	(F)
\$464,276	\$1,268,379	\$804,103	(F)	\$5,482,741	\$5,482,741	\$0	(F)
\$238,895	\$236,894	(\$2,001)	(U)	\$1,787,559	\$1,787,559	\$0	(F)
\$90,844	\$75,549	(\$15,295)	(U)	\$302,318	\$302,318	\$0	(F)
\$164,301	\$160,938	(\$3,363)	(U)	\$643,908	\$643,908	\$0	(F)
\$59,250	\$59,364	\$114	(F)	\$237,806	\$237,806	\$0	(F)
\$975,014	\$1,022,049	\$47,035	(F)	\$4,634,193	\$4,634,193	\$0	(F)
\$3,649,856	\$3,366,863	(\$282,993)	(U)	\$13,499,714	\$13,499,714	\$0	(F)
\$58,671	\$50,589	(\$8,082)	(U)	\$202,373	\$202,373	\$0	(F)
(\$73,363)	(\$292,993)	(\$219,630)	(U)	(\$1,192,699)	(\$1,192,699)	\$0	(F)
\$7,267,757	\$7,758,811	\$491,054	(F)	\$34,117,224	\$34,117,224	\$0	(F)
\$1,578,886	\$926,231	\$652,655	(F)	\$2,190,160	\$2,190,160	\$0	(F)
Surplus	Surplus		OPERATING RESULT FROM NORMAL ACTIVITIES	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;
5. Other Operating Income - includes income from the sale of products; and
6. Miscellaneous Expenses - includes the landfill levy expense of \$3,482,221 as at 30 September 2018.

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



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

SEPTEMBER 2018

Year to Date							Full Year			
Actual	Budget	Variance					Forecast	Budget	Variance	
Other Revenues										
\$31,926	\$253,125	(\$221,199)	(U)	User Charges	\$1,012,500	\$1,012,500	\$0	(F)		
\$1,186,718	\$1,213,818	(\$27,100)	(U)	Secondary Waste Charge	\$4,833,223	\$4,833,223	\$0	(F)		
\$0	\$0	\$0	(F)	Operating Grants	\$0	\$0	\$0	(F)		
\$550,559	\$592,881	(\$42,322)	(U)	Interest Restricted Cash Investments	\$2,371,599	\$2,371,599	\$0	(F)		
\$0	\$12	(\$12)	(U)	Reimbursements	\$50	\$50	\$0	(F)		
\$0	\$0	\$0	(F)	Proceeds from Sale of Assets	\$274,418	\$274,418	\$0	(F)		
\$4,125	\$58,605	(\$54,480)	(U)	Other	\$1,010,112	\$1,010,112	\$0	(F)		
\$1,773,328	\$2,118,441	(\$345,113)	(U)	Total Other Revenues	\$9,501,902	\$9,501,902	\$0	(F)		
Other Expenses										
\$76,909	\$189,768	\$112,859	(F)	Salary Expenses	\$855,131	\$855,131	\$0	(F)		
\$34,029	\$75,819	\$41,790	(F)	Contract Expenses	\$1,510,454	\$1,510,454	\$0	(F)		
\$1,658	\$6,690	\$5,032	(F)	Material Expenses	\$126,850	\$126,850	\$0	(F)		
\$2,515	\$8,424	\$5,909	(F)	Utility Expenses	\$42,800	\$42,800	\$0	(F)		
\$0	\$249	\$249	(F)	Fuel Expenses	\$1,000	\$1,000	\$0	(F)		
\$7,551	\$7,671	\$120	(F)	Insurance Expenses	\$71,894	\$71,894	\$0	(F)		
\$19,555	\$22,542	\$2,987	(F)	Depreciation Expenses	\$432,660	\$432,660	\$0	(F)		
\$3,143	\$20,084	\$16,941	(F)	Miscellaneous Expenses	\$193,175	\$193,175	\$0	(F)		
\$24,848	\$27,069	\$2,221	(F)	Carrying Amount of Assets Disposed Of	\$204,121	\$204,121	\$0	(F)		
\$73,564	\$275,820	\$202,256	(F)	Costs Allocated	\$1,169,699	\$1,169,699	\$0	(F)		
\$243,772	\$634,136	\$390,364	(F)	Total Other Expenses	\$4,607,784	\$4,607,784	\$0	(F)		
\$1,529,556	\$1,484,305	\$45,251	(F)	OPERATING RESULT FROM OTHER ACTIVITIES	\$4,894,118	\$4,894,118	\$0	(F)		
Surplus	Surplus				Surplus	Surplus				
\$3,108,442	\$2,410,536	\$697,906	(F)	NET RESULT	\$7,084,278	\$7,084,278	\$0	(F)		
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										
\$302,794	\$0	(\$302,794)	(U)	Revaluation of Assets/Accumulated Depreciation Reversal	\$0	\$0	\$0	(F)		
\$0	\$0	\$0	(F)	Other Comprehensive Income	\$0	\$0	\$0	(F)		
\$302,794	\$0	(\$302,794)	(U)	Total Other Comprehensive Income	\$0	\$0	\$0	(F)		
\$2,805,648	\$2,410,536	\$395,112	(F)	CHANGE IN NET ASSETS FROM OPERATIONS	\$7,084,278	\$7,084,278	\$0	(F)		
Surplus	Surplus				Surplus	Surplus				



CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2018

Year to Date				Full Year					
Actual	Budget	Variance		On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance	
Governance and Corporate Services									
\$0	\$52,122	\$52,122	(F)	\$0	Purchase Vehicles - Ascot Place (24440/00)	\$208,493	\$208,493	\$0	(F)
\$0	\$12,000	\$12,000	(F)	\$0	Purchase Furniture Fittings & Equipment - Corporate Services (24510/01)	\$48,000	\$48,000	\$0	(F)
\$0	\$70,500	\$70,500	(F)	\$0	Purchase Information Technology & Communication Equipment (24550/00)	\$282,000	\$282,000	\$0	(F)
\$0	\$7,500	\$7,500	(F)	\$0	Purchase Art Works (24620/00)	\$30,000	\$30,000	\$0	(F)
\$0	\$64,248	\$64,248	(F)	\$0	Capital Improvement Administration Building - Ascot Place (25240/01)	\$257,000	\$257,000	\$0	(F)
\$0	\$1,248	\$1,248	(F)	\$0	Upgrade Security Equipment - Ascot Place (25530/01)	\$5,000	\$5,000	\$0	(F)
\$0	\$207,618	\$207,618	(F)	\$0		\$830,493	\$830,493	\$0	(F)



CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2018

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

Resource Recovery

\$0	\$2,499	\$2,499	(F)	\$0	Construct and Commission Resource Recovery Park - MRF Building - Hazelmere (24259/09)	\$10,000	\$10,000	\$0	(F)
\$0	\$17,499	\$17,499	(F)	\$0	Construct and Commission Resource Recovery Park - Weighbridge Office (24259/12)	\$70,000	\$70,000	\$0	(F)
\$0	\$56,250	\$56,250	(F)	\$0	Construct and Commission Resource Recovery Park - Weighbridges (x2) (24392/02)	\$225,000	\$225,000	\$0	(F)
\$25,321	\$662,496	\$637,175	(F)	\$2,612,215	Construct and Commission Resource Recovery Park - Site Infrastructure (24399/01)	\$2,650,000	\$2,650,000	\$0	(F)
\$3,577	\$56,247	\$52,670	(F)	\$34,668	Wood Waste to Energy Utilities/Infrastructure - Resource Recovery Park (24399/11)	\$225,000	\$225,000	\$0	(F)
\$28,928	\$509,601	\$480,673	(F)	\$0	Purchase Resource Recovery Park - Wood Waste to Energy Plant & Equipment (24410/03)	\$2,038,407	\$2,038,407	\$0	(F)
\$0	\$124,998	\$124,998	(F)	\$0	Purchase Resource Recovery Park C & I Building - Plant & Equipment (24410/04)	\$500,000	\$500,000	\$0	(F)
\$0	\$498	\$498	(F)	\$0	Purchase Other Equipment - Resource Recovery (24590/07)	\$2,000	\$2,000	\$0	(F)
\$57,825	\$1,430,088	\$1,372,263	(F)	\$2,646,883		\$5,720,407	\$5,720,407	\$0	(F)

Waste Management

\$0	\$7,500	\$7,500	(F)	\$0	Construct Waste Management Facility Buildings - Red Hill Landfill Facility (24250/01)	\$30,000	\$30,000	\$0	(F)
\$0	\$15,750	\$15,750	(F)	\$0	Construct Storage Shed - Hazelmere (24250/05)	\$63,000	\$63,000	\$0	(F)



CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2018

Year to Date			On (F) = Favourable variation Order (U) = Unfavourable variation	Full Year		
Actual	Budget	Variance		Forecast	Budget	Variance
Waste Management						
\$0	\$9,999	\$9,999 (F)	\$0	Upgrade Power Supply to Transfer Station - Red Hill Landfill Facility (24259/14)	\$40,000	\$40,000 \$0 (F)
\$0	\$9,999	\$9,999 (F)	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility (24259/15)	\$40,000	\$40,000 \$0 (F)
\$0	\$187,500	\$187,500 (F)	\$0	Construct Class III Landfill Cell Farm Stage 3 - Red Hill Landfill Facility (24310/13)	\$750,000	\$750,000 \$0 (F)
\$3,740	\$377,805	\$374,065 (F)	\$0	Construct Class III Cell Stage 15B - Red Hill Landfill Facility (24310/18)	\$1,511,222	\$1,511,222 \$0 (F)
(\$721)	\$132,498	\$133,219 (F)	\$0	Construct Class III Leachate Pond - Red Hill Landfill Facility (24320/01)	\$530,000	\$530,000 \$0 (F)
\$61,751	\$117,798	\$56,047 (F)	\$0	Leachate Project - Red Hill Landfill Facility (24320/02)	\$471,192	\$471,192 \$0 (F)
\$0	\$124,998	\$124,998 (F)	\$0	Design and Construct Class IV Cell Stage 2 - Red Hill Landfill Facility (24330/04)	\$500,000	\$500,000 \$0 (F)
\$0	\$49,998	\$49,998 (F)	\$0	Construct Stormwater and Siltation Ponds - Red Hill Landfill Facility (24350/01)	\$200,000	\$200,000 \$0 (F)
\$0	\$30,747	\$30,747 (F)	\$9,640	Construct Roads / Carparks - Red Hill Landfill Facility (24370/00)	\$123,000	\$123,000 \$0 (F)
\$0	\$3,750	\$3,750 (F)	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility (24370/02)	\$15,000	\$15,000 \$0 (F)
\$0	\$49,998	\$49,998 (F)	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility (24380/00)	\$200,000	\$200,000 \$0 (F)
\$0	\$37,500	\$37,500 (F)	\$0	Construct Water Storage Dams - Red Hill Landfill Facility (24393/00)	\$150,000	\$150,000 \$0 (F)
\$0	\$1,149	\$1,149 (F)	\$0	Construct Perimeter Fencing - Red Hill Landfill Facility (24394/00)	\$4,600	\$4,600 \$0 (F)



CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2018

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

Waste Management

\$0	\$3,249	\$3,249	(F)	\$0	Construct Litter Fence - Red Hill Farm (24394/04)	\$13,000	\$13,000	\$0	(F)
\$0	\$7,368	\$7,368	(F)	\$0	Construct Litter Fence - Redhill Landfill Facility (24394/05)	\$29,474	\$29,474	\$0	(F)
\$0	\$12,960	\$12,960	(F)	\$0	Construct Hardstand and Road - Hazelmere (24395/01)	\$51,845	\$51,845	\$0	(F)
\$0	\$9,999	\$9,999	(F)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility (24396/00)	\$40,000	\$40,000	\$0	(F)
\$0	\$124,998	\$124,998	(F)	\$0	Construct Storage Bunkers for Wood Fines (QA process) - Hazelmere (24399/09)	\$500,000	\$500,000	\$0	(F)
\$0	\$12,498	\$12,498	(F)	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility (24399/10)	\$50,000	\$50,000	\$0	(F)
\$0	\$212,499	\$212,499	(F)	\$0	New Waste Project - Red Hill Landfill Facility (24399/16)	\$850,000	\$850,000	\$0	(F)
\$0	\$977,499	\$977,499	(F)	\$753,000	Purchase / Replace Plant - Red Hill Landfill Facility (24410/00)	\$3,910,000	\$3,910,000	\$0	(F)
\$0	\$500,319	\$500,319	(F)	\$0	Purchase / Replace Plant - Hazelmere (24410/01)	\$2,001,276	\$2,001,276	\$0	(F)
\$0	\$112,500	\$112,500	(F)	\$0	Purchase Plant for Leachate Project - Red Hill Landfill Facility (24410/08)	\$450,000	\$450,000	\$0	(F)
\$52,650	\$95,499	\$42,849	(F)	\$23,200	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility (24420/00)	\$382,000	\$382,000	\$0	(F)
\$0	\$4,749	\$4,749	(F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere (24420/02)	\$19,000	\$19,000	\$0	(F)
\$0	\$24,699	\$24,699	(F)	\$0	Purchase Minor Plant for Leachate Project - Red Hill Landfill Facility (24420/06)	\$98,800	\$98,800	\$0	(F)
\$0	\$10,011	\$10,011	(F)	\$37,530	Purchase / Replace Vehicles - Red Hill Landfill Facility (24430/00)	\$40,044	\$40,044	\$0	(F)

CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2018

Year to Date				Full Year			
Actual	Budget	Variance	On (F) = Favourable variation Order (U) = Unfavourable variation	Forecast	Budget	Variance	
Waste Management							
\$0	\$999	\$999 (F)	\$0	Purchase / Replace Office Equipment - Red Hill Landfill Facility (24510/08)	\$4,000	\$4,000	\$0 (F)
\$0	\$4,425	\$4,425 (F)	\$0	Purchase Fire Fighting System/Equipment - Hazelmere (24520/07)	\$17,700	\$17,700	\$0 (F)
\$0	\$25,749	\$25,749 (F)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility (24530/08)	\$103,000	\$103,000	\$0 (F)
\$0	\$12,867	\$12,867 (F)	\$0	Purchase / Replace Security System - Hazelmere (24530/10)	\$51,480	\$51,480	\$0 (F)
\$0	\$23,466	\$23,466 (F)	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility (24590/00)	\$93,870	\$93,870	\$0 (F)
\$0	\$624	\$624 (F)	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere (24590/02)	\$2,500	\$2,500	\$0 (F)
\$0	\$498	\$498 (F)	\$0	Purchase/Replace Other Equipment - Engineering and Waste Management (24590/03)	\$2,000	\$2,000	\$0 (F)
\$0	\$750	\$750 (F)	\$0	Purchase / Replace Office Furniture and Fittings - Red Hill Landfill Facility (24610/08)	\$3,000	\$3,000	\$0 (F)
\$0	\$498	\$498 (F)	\$1,840	Purchase Office Furniture and Fittings-Hazelmere (24610/10)	\$2,000	\$2,000	\$0 (F)
\$0	\$249	\$249 (F)	\$0	Purchase Miscellaneous Furniture and Fittings - Red Hill Education Programme (24690/01)	\$1,000	\$1,000	\$0 (F)
\$0	\$498	\$498 (F)	\$0	Refurbish Environmental Education Centre - Redhill Landfill Facility (25253/00)	\$2,000	\$2,000	\$0 (F)
\$0	\$4,998	\$4,998 (F)	\$0	Refurbish Plant - Red Hill Landfill Facility (25410/00)	\$20,000	\$20,000	\$0 (F)
\$0	\$8,748	\$8,748 (F)	\$0	Refurbish Plant - Hazelmere (25410/01)	\$35,000	\$35,000	\$0 (F)



CAPITAL EXPENDITURE STATEMENT

SEPTEMBER 2018

Year to Date				On (F) = Favourable variation Order (U) = Unfavourable variation	Full Year		
Actual	Budget	Variance	Forecast		Budget	Variance	
\$117,420	\$3,350,205	\$3,232,785 (F)	\$825,210	\$13,401,003	\$13,401,003	\$0 (F)	
\$175,245	\$4,987,911	\$4,812,666 (F)	\$3,472,093	TOTAL CAPITAL EXPENDITURE	\$19,951,903	\$19,951,903	\$0 (F)



STATEMENT OF FINANCIAL POSITION

SEPTEMBER 2018

Actual June 2018	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Current Assets					
\$1,680,201	\$4,038,475	Cash and Cash Equivalents	\$4,081,732	\$4,081,732	\$0 (F)
\$96,740,676	\$96,709,536	Investments	\$87,641,439	\$87,641,439	\$0 (F)
\$2,426,064	\$4,592,321	Trade and Other Receivables	\$2,578,375	\$2,578,375	\$0 (F)
\$29,845	\$27,791	Inventories	\$28,834	\$28,834	\$0 (F)
\$21,377	\$297,861	Other Assets	\$115,197	\$115,197	\$0 (F)
\$100,898,163	\$105,665,984	Total Current Assets	\$94,445,577	\$94,445,577	\$0 (F)
Current Liabilities					
\$3,604,991	\$4,361,528	Trade and Other Payables	\$3,846,227	\$3,846,227	\$0 (F)
\$1,541,191	\$1,541,191	Provisions	\$1,496,643	\$1,496,643	\$0 (F)
\$5,146,182	\$5,902,719	Total Current Liabilities	\$5,342,870	\$5,342,870	\$0 (F)
\$95,751,981	\$99,763,265	Net Current Assets	\$89,102,707	\$89,102,707	\$0 (F)
Non Current Assets					
\$50,570,000	\$50,570,000	Land	\$50,570,000	\$50,570,000	\$0 (F)
\$7,393,454	\$7,356,168	Buildings	\$7,785,986	\$7,785,986	\$0 (F)
\$13,297,576	\$12,570,162	Structures	\$24,919,226	\$24,919,226	\$0 (F)
\$10,030,392	\$9,463,896	Plant	\$16,624,030	\$16,624,030	\$0 (F)
\$550,237	\$388,543	Equipment	\$1,064,458	\$1,064,458	\$0 (F)
\$156,852	\$78,885	Furniture and Fittings	\$193,763	\$193,763	\$0 (F)
\$11,953,602	\$12,076,198	Work in Progress	\$7,402,372	\$7,402,372	\$0 (F)
\$93,952,113	\$92,503,852	Total Non Current Assets	\$108,559,835	\$108,559,835	\$0 (F)
Non Current Liabilities					
\$3,573,905	\$3,632,576	Provisions	\$3,713,856	\$3,713,856	\$0 (F)
\$3,573,905	\$3,632,576	Total Non Current Liabilities	\$3,713,856	\$3,713,856	\$0 (F)
\$186,130,189	\$188,634,541	Net Assets	\$193,948,686	\$193,948,686	\$0 (F)
Equity					
\$57,548,966	\$57,548,966	Accumulated Surplus/Deficit	\$56,856,098	\$56,856,098	\$0 (F)
\$86,979,194	\$86,979,194	Cash Backed Reserves	\$86,678,310	\$86,678,310	\$0 (F)
\$41,602,029	\$41,300,733	Asset Revaluation Reserve	\$43,330,000	\$43,330,000	\$0 (F)
\$0	\$2,805,648	Net change in assets from operations	\$7,084,278	\$7,084,278	\$0 (F)
\$186,130,189	\$188,634,541	Total Equity	\$193,948,686	\$193,948,686	\$0 (F)



CASH AND INVESTMENTS SEPTEMBER 2018

Actual June 2018	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,676,751	4,035,025	Cash at Bank - Municipal Fund 01001/00	1,631,205	1,631,205	0 (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,487,484	8,605,785	Investments - Municipal Fund 02021/00	2,447,076	2,447,076	0 (F)
11,167,685	12,644,260	Total Municipal Cash	4,081,731	4,081,731	0 (F)
Restricted Cash and Investments					
3,383,664	3,425,314	Restricted Investments - Plant and Equipment 02022/01	383,106	383,106	0 (F)
2,482,057	2,512,609	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,683,542	2,683,542	0 (F)
16,089,599	16,287,651	Restricted Investments - Future Development 02022/03	20,327,842	20,327,842	0 (F)
975,126	987,129	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,081,210	1,081,210	0 (F)
11,844	11,990	Restricted Investments - Environmental Insurance Red Hill 02022/05	13,129	13,129	0 (F)
14,737	14,919	Restricted Investments - Risk Management 02022/06	15,166	15,166	0 (F)
589,575	596,832	Restricted Investments - Class IV Cells Red Hill 02022/07	171,292	171,292	0 (F)
328,109	332,148	Restricted Investments - Regional Development 02022/08	400,342	400,342	0 (F)
56,190,599	56,882,267	Restricted Investments - Secondary Waste Processing 02022/09	54,618,921	54,618,921	0 (F)
5,929,276	6,002,261	Restricted Investments - Class III Cells 02022/10	6,737,441	6,737,441	0 (F)
74,410	75,326	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	76,555	76,555	0 (F)
273,998	53,903	Restricted Investments - Accrued Interest 02022/19	169,765	169,765	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
910,197	921,401	Restricted Investments - Long Service Leave 02022/90	963,129	963,129	0 (F)
87,253,192	88,103,751	Total Restricted Cash	87,641,440	87,641,440	0 (F)
98,420,877	100,748,011	TOTAL CASH AND INVESTMENTS	91,723,171	91,723,171	0 (F)

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

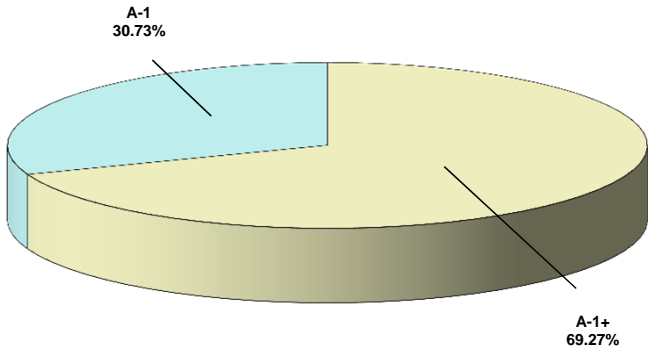
EMRC Investment Report

September 2018

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	69.27%	100%
AA	A-1	30.73%	100%

Investment by S&P Rating



II. Single Entity Exposure

	% Portfolio
AMP	10.42%
Bankwest	30.73%
ING	11.98%
NAB	1.56%
Suncorp	8.33%
Westpac / St. George Bank	36.98%
	<u>100.00%</u>

III. Term to Maturity Framework

Investment Policy Guidelines

Maturity Profile	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater Than 1 Year	0.00%	0%	0%
	<u>100.00%</u>		

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



14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 OCTOBER 2018

REFERENCE: D2018/14858

PURPOSE OF REPORT

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 31 October 2018.

KEY ISSUES AND RECOMMENDATION(S)

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Financial Activity as at 31 October 2018 have been identified and are reported on in the body of the report.

Recommendation(s)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 October 2018.

SOURCE OF REPORT

Director Corporate Services

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 2018/2019 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.

REPORT

Outlined below are financial statements for the period ended 31 October 2018. 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 14.3 continued

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

The year to date operating result from normal activities as at 31 October 2018 is a favourable variance of \$1,039,874 (113.11%) 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>	A favourable variance of \$569,029 (4.90%).
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.

Operating Income variances previously reported to Council:

1. Year to date Reimbursements of \$211,180 is \$47,528 (18.37%) below the budget of \$258,708. This is attributable to a lower level of reimbursements compared to budget relating to the Coppin & Mathieson Transfer Stations.
2. Year to date Other Income of \$466,201 is \$359,355 (43.53%) below the budget of \$825,556. This is mainly attributable to a lower level of sales of ferricrete to 31 October 2018 (\$50,298 compared to a budget of \$240,004), a lower level of woodwaste product sales (\$219,535 compared to a budget of \$336,684), a lower level of Greenwaste products sales (\$42,051 compared to a budget of \$85,636) and royalty income for landfill gas received to date (\$14,390 compared to a budget of \$45,000). However, it is anticipated that the budget for the sale of products will be achieved as at year end.

There were no further significant Operating Income variances as at 31 October 2018.

<u>Operating Expenditure</u>	<i>Actuals for the Year</i>	A favourable variance of \$470,845 (4.40%).
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.

Operating Expenditure variances previously reported to Council:

1. Year to date Contract Expenses of \$779,810 is \$950,428 (54.93%) below the budget of \$1,730,238 due to the timing of various projects from different business units. Major variances from the Waste Services directorate include:
 - Operate and Maintain Leachate Project - Red Hill Landfill Facility - \$153,128;
 - Operate and Maintain Class IV Cell - Leachate Removal - \$133,332;
 - Monitor Environmental Impacts - \$89,329;
 - Crush and Screen Lateritic Caprock- \$88,332;
 - Manage Greenwaste Mulching - \$55,983;
 - Operate and Maintain Plant - Waste Management Facilities - \$37,740;
 - Operate and Maintain Class IV Cells - Maintain Liner - \$33,332;
 - Update Red Hill Development Plan - \$26,832;
 - Operate and Maintain Monitoring Bores - \$19,726;
 - Undertake Greenwaste Waste Stream Audits - \$16,664; and
 - Operate and Maintain Security System Project - Red Hill Landfill Facility - \$13,513.

Other projects where the expenditures are lower than budget for various directorates/business units include: Corporate Services (\$119,758), Environmental Services (\$78,486), Regional Development (\$36,119) and other Waste Services minor projects (\$47,027).



Item 14.3 continued

2. Year to date Costs Allocated of \$79,976 is \$338,045 (80.87%) below the budget of \$418,021. This variance relates specifically to internal costs allocated between the Resource Recovery C & I Project and the Red Hill Landfill Facility Class III cell. This variance is predominantly offset against Costs Allocated (Other Expenses).

There were no further significant Operating Expenditure variances as at 31 October 2018.

<u>*Other Revenues and Expenses (Net)</u>	<i>Actuals for the Year</i>	A favourable variance of \$158,250 (8.02%).
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.

Other Revenues and Expenses variances previously reported to Council:

1. Year to date User Charges of \$36,299 is \$301,201, (89.24%) below the budget of \$337,500. The variance is due to the lower level of tonnages received through the Hazelmere C & I facility.
2. Year to date Other Revenue of \$5,665 is \$72,475 (92.75%) below the budget of \$78,140. The variance relates specifically to the sale of products from the Hazelmere C&I Project due to the lower level of tonnages received through the facility and resulting recoverable material available for sale.
3. Year to date Salary Expenses (Other Expenses) of \$117,687 is \$166,589 (58.60%) below the budget of \$284,276. The variance is principally attributable to the low level of activity in the Hazelmere C & I facility due to the lower level of tonnages received.
4. Year to date Contract Expenses (Other Expenses) of \$39,431 is \$46,337 (54.03%) below the budget of \$85,768. This variance is due to the timing of the various Resource Recovery projects and the associated consultancy expenditure.
5. Year to date Costs Allocated (Other Expenses) of \$77,139 is \$315,913 (80.37%) below the budget of \$393,052. This variance relates specifically to the timing of internal costs allocated between the Resource Recovery C & I Project and the Red Hill Landfill Facility Class III cell. This variance is predominantly offset against Costs Allocated (Operating Expenditure).

There were no further significant Other Revenues and Expenses variances as at 31 October 2018.

<u>Other Comprehensive Income</u>	<i>Actuals for the Year</i>	An unfavourable variance of \$302,794.
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.

As a result of a change to the *Local Government (Financial Management) Regulations 1996 (Reg.17A.5)* which states: "An asset is to be excluded from the assets of a local government if the fair value of the asset as at the date of acquisition by the local government is under \$5,000", the amount of \$302,794 was written back and recognised in the Statement of Comprehensive Income.

This value represents the net of the acquisition cost of the assets less the accumulated depreciation and assets revaluation reserve values applicable to these assets.



Item 14.3 continued

Capital Expenditure Statement (refer Attachment 2)

<u>Capital Expenditure</u>	Actuals for the Year	A favourable variance of \$5,881,625.
	End of Year Forecast	As per budget - not yet due to be reviewed.

Capital Expenditure variances:

A favourable variance of \$5,881,625 existed as at 31 October 2018 when compared to the budget of \$6,650,548. The year to date budget provisions are used as a guide only as expenditure of a capital nature is undertaken as and when required.

Major capital expenditures to 31 October 2018 include:

- Purchase / Replace Plant - Red Hill Landfill Facility - \$445,000;
- Leachate Project - Red Hill Landfill Facility - \$65,116;
- Purchase Resource Recovery Park – WWtE Plant and Equipment - \$60,890; and
- Purchase / Replace Minor Plant and Equipment - Red Hill Landfill Facility - \$52,650.

Statement of Financial Position (refer Attachment 3)

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

Total Equity as at 31 October 2018 totals \$189,617,287. This is an increase of \$3,788,394 from the 30 June 2018 equity of \$186,130,189 and represents the net change in assets from operations.

As end of year forecasts are yet to be reviewed, the forecast balances as at 31 October 2018 are as per the budget estimates.

Statement of Cash and Investments (refer Attachment 4)

The level of cash and investments in the Municipal Fund as at 31 October 2018 is \$10,967,708 and Restricted Cash amount to \$88,315,926.

The net movement for the month is a decrease of \$1,464,377.

As end of year forecasts are yet to be reviewed, the forecast balances as at 31 October 2018 are as per the budget estimates.

Investment Report (refer Attachment 5)

Term deposits valued at \$5,000,000 matured during October 2018. Of this amount \$4,000,000 was reinvested into further term deposits.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 - Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices



Item 14.3 continued

FINANCIAL IMPLICATIONS

As outlined within the report and attachments.

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. Statement of Comprehensive Income by Nature and Type (Ref: D2018/15457)
2. Capital Expenditure Statement (Ref: D2018/15458)
3. Statement of Financial Position (Ref: D2018/15459)
4. Statement of Cash and Investments (Ref: D2018/15460)
5. Investment Report (Ref: D2018/15456)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 October 2018.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

OCTOBER 2018

Year to Date

Full Year

Year to Date			Full Year			
Actual	Budget	Variance		Forecast	Budget	Variance
Operating Income						
\$10,730,251	\$9,778,004	\$952,247	(F)	\$30,773,307	\$30,773,307	\$0 (F)
\$152,145	\$149,926	\$2,219	(F)	\$445,165	\$445,165	\$0 (F)
\$342,407	\$320,735	\$21,672	(F)	\$488,557	\$488,557	\$0 (F)
\$152,402	\$156,602	(\$4,200)	(U)	\$382,426	\$382,426	\$0 (F)
\$137,306	\$133,332	\$3,974	(F)	\$400,000	\$400,000	\$0 (F)
\$211,180	\$258,708	(\$47,528)	(U)	\$776,185	\$776,185	\$0 (F)
\$466,201	\$825,556	(\$359,355)	(U)	\$3,041,744	\$3,041,744	\$0 (F)
\$12,191,892	\$11,622,863	\$569,029	(F)	\$36,307,384	\$36,307,384	\$0 (F)
Operating Expenditure						
\$2,440,956	\$2,682,921	\$241,965	(F)	\$8,519,311	\$8,519,311	\$0 (F)
\$779,810	\$1,730,238	\$950,428	(F)	\$5,482,741	\$5,482,741	\$0 (F)
\$261,875	\$283,481	\$21,606	(F)	\$1,787,559	\$1,787,559	\$0 (F)
\$112,722	\$100,732	(\$11,990)	(U)	\$302,318	\$302,318	\$0 (F)
\$230,736	\$214,584	(\$16,152)	(U)	\$643,908	\$643,908	\$0 (F)
\$79,000	\$79,152	\$152	(F)	\$237,806	\$237,806	\$0 (F)
\$1,330,747	\$1,409,732	\$78,985	(F)	\$4,634,193	\$4,634,193	\$0 (F)
\$4,995,485	\$4,553,211	(\$442,274)	(U)	\$13,499,714	\$13,499,714	\$0 (F)
\$81,282	\$67,452	(\$13,830)	(U)	\$202,373	\$202,373	\$0 (F)
(\$79,976)	(\$418,021)	(\$338,045)	(U)	(\$1,192,699)	(\$1,192,699)	\$0 (F)
\$10,232,637	\$10,703,482	\$470,845	(F)	\$34,117,224	\$34,117,224	\$0 (F)
\$1,959,255	\$919,381	\$1,039,874	(F)	\$2,190,160	\$2,190,160	\$0 (F)
Surplus	Surplus		OPERATING RESULT FROM NORMAL ACTIVITIES	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;
5. Other Operating Income - includes income from the sale of products; and
6. Miscellaneous Expenses - includes the landfill levy expense of \$4,749,419 as at 31 October 2018.

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



STATEMENT OF COMPREHENSIVE INCOME

Nature and Type

OCTOBER 2018

Year to Date			Full Year				
Actual	Budget	Variance		Forecast	Budget	Variance	
Other Revenues							
\$36,299	\$337,500	(\$301,201)	(U)	User Charges	\$1,012,500	\$1,012,500	\$0 (F)
\$1,651,859	\$1,627,766	\$24,093	(F)	Secondary Waste Charge	\$4,833,223	\$4,833,223	\$0 (F)
\$0	\$0	\$0	(F)	Operating Grants	\$0	\$0	\$0 (F)
\$742,733	\$790,508	(\$47,775)	(U)	Interest Restricted Cash Investments	\$2,371,599	\$2,371,599	\$0 (F)
\$0	\$16	(\$16)	(U)	Reimbursements	\$50	\$50	\$0 (F)
\$0	\$0	\$0	(F)	Proceeds from Sale of Assets	\$274,418	\$274,418	\$0 (F)
\$5,665	\$78,140	(\$72,475)	(U)	Other	\$1,010,112	\$1,010,112	\$0 (F)
\$2,436,556	\$2,833,930	(\$397,374)	(U)	Total Other Revenues	\$9,501,902	\$9,501,902	\$0 (F)
Other Expenses							
\$117,687	\$284,276	\$166,589	(F)	Salary Expenses	\$855,131	\$855,131	\$0 (F)
\$39,431	\$85,768	\$46,337	(F)	Contract Expenses	\$1,510,454	\$1,510,454	\$0 (F)
\$2,070	\$8,756	\$6,686	(F)	Material Expenses	\$126,850	\$126,850	\$0 (F)
\$3,628	\$11,132	\$7,504	(F)	Utility Expenses	\$42,800	\$42,800	\$0 (F)
\$0	\$332	\$332	(F)	Fuel Expenses	\$1,000	\$1,000	\$0 (F)
\$10,068	\$10,228	\$160	(F)	Insurance Expenses	\$71,894	\$71,894	\$0 (F)
\$26,141	\$30,056	\$3,915	(F)	Depreciation Expenses	\$432,660	\$432,660	\$0 (F)
\$3,611	\$3,315	(\$296)	(U)	Miscellaneous Expenses	\$193,175	\$193,175	\$0 (F)
\$24,848	\$33,332	\$8,484	(F)	Carrying Amount of Assets Disposed Of	\$204,121	\$204,121	\$0 (F)
\$77,139	\$393,052	\$315,913	(F)	Costs Allocated	\$1,169,699	\$1,169,699	\$0 (F)
\$304,623	\$860,247	\$555,624	(F)	Total Other Expenses	\$4,607,784	\$4,607,784	\$0 (F)
\$2,131,933	\$1,973,683	\$158,250	(F)	OPERATING RESULT FROM OTHER ACTIVITIES	\$4,894,118	\$4,894,118	\$0 (F)
Surplus	Surplus				Surplus	Surplus	
\$4,091,188	\$2,893,064	\$1,198,124	(F)	NET RESULT	\$7,084,278	\$7,084,278	\$0 (F)
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							
\$302,794	\$0	(\$302,794)	(U)	Revaluation of Assets/Accumulated Depreciation Reversal	\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Other Comprehensive Income	\$0	\$0	\$0 (F)
\$302,794	\$0	(\$302,794)	(U)	Total Other Comprehensive Income	\$0	\$0	\$0 (F)
\$3,788,394	\$2,893,064	\$895,330	(F)	CHANGE IN NET ASSETS FROM OPERATIONS	\$7,084,278	\$7,084,278	\$0 (F)
Surplus	Surplus				Surplus	Surplus	



CAPITAL EXPENDITURE STATEMENT

OCTOBER 2018

Year to Date				On (F) = Favourable variation Order (U) = Unfavourable variation		Full Year			
Actual	Budget	Variance			Forecast	Budget	Variance		
Governance and Corporate Services									
\$29,232	\$69,496	\$40,264	(F)	\$0	Purchase Vehicles - Ascot Place (24440/00)	\$208,493	\$208,493	\$0	(F)
\$0	\$16,000	\$16,000	(F)	\$0	Purchase Furniture Fittings & Equipment - Corporate Services (24510/01)	\$48,000	\$48,000	\$0	(F)
\$15,676	\$94,000	\$78,324	(F)	\$0	Purchase Information Technology & Communication Equipment (24550/00)	\$282,000	\$282,000	\$0	(F)
\$0	\$10,000	\$10,000	(F)	\$0	Purchase Art Works (24620/00)	\$30,000	\$30,000	\$0	(F)
\$0	\$85,664	\$85,664	(F)	\$0	Capital Improvement Administration Building - Ascot Place (25240/01)	\$257,000	\$257,000	\$0	(F)
\$0	\$1,664	\$1,664	(F)	\$0	Upgrade Security Equipment - Ascot Place (25530/01)	\$5,000	\$5,000	\$0	(F)
\$44,908	\$276,824	\$231,916	(F)	\$0		\$830,493	\$830,493	\$0	(F)



CAPITAL EXPENDITURE STATEMENT

OCTOBER 2018

Year to Date					Full Year			
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance	
Resource Recovery								
\$35,005	\$0	(\$35,005)	(U)	\$0	Construct and Commission Resource Recovery Park - Wood Waste to Energy Building (24259/05)	\$0	\$0	\$0 (F)
\$0	\$3,332	\$3,332	(F)	\$0	Construct and Commission Resource Recovery Park - MRF Building - Hazelmere (24259/09)	\$10,000	\$10,000	\$0 (F)
\$0	\$23,332	\$23,332	(F)	\$0	Construct and Commission Resource Recovery Park - Weighbridge Office (24259/12)	\$70,000	\$70,000	\$0 (F)
\$0	\$75,000	\$75,000	(F)	\$0	Construct and Commission Resource Recovery Park - Weighbridges (x2) (24392/02)	\$225,000	\$225,000	\$0 (F)
\$33,976	\$883,328	\$849,352	(F)	\$2,652,415	Construct and Commission Resource Recovery Park - Site Infrastructure (24399/01)	\$2,650,000	\$2,650,000	\$0 (F)
\$7,314	\$74,996	\$67,682	(F)	\$40,622	Wood Waste to Energy Utilities/Infrastructure - Resource Recovery Park (24399/11)	\$225,000	\$225,000	\$0 (F)
\$60,890	\$679,468	\$618,578	(F)	\$0	Purchase Resource Recovery Park - Wood Waste to Energy Plant & Equipment (24410/03)	\$2,038,407	\$2,038,407	\$0 (F)
\$0	\$166,664	\$166,664	(F)	\$0	Purchase Resource Recovery Park C & I Building - Plant & Equipment (24410/04)	\$500,000	\$500,000	\$0 (F)
\$0	\$664	\$664	(F)	\$0	Purchase Other Equipment - Resource Recovery (24590/07)	\$2,000	\$2,000	\$0 (F)
\$137,185	\$1,906,784	\$1,769,599	(F)	\$2,693,037		\$5,720,407	\$5,720,407	\$0 (F)

Waste Management



CAPITAL EXPENDITURE STATEMENT

OCTOBER 2018

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

Waste Management

\$0	\$10,000	\$10,000	(F)	\$0	Construct Waste Management Facility Buildings - Red Hill Landfill Facility (24250/01)	\$30,000	\$30,000	\$0	(F)
\$0	\$21,000	\$21,000	(F)	\$0	Construct Storage Shed - Hazelmere (24250/05)	\$63,000	\$63,000	\$0	(F)
\$7,909	\$0	(\$7,909)	(U)	\$0	Construct Waste Management Facility Buildings - Other - Hazelmere (24259/02)	\$0	\$0	\$0	(F)
\$0	\$13,332	\$13,332	(F)	\$0	Upgrade Power Supply to Transfer Station - Red Hill Landfill Facility (24259/14)	\$40,000	\$40,000	\$0	(F)
\$0	\$13,332	\$13,332	(F)	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility (24259/15)	\$40,000	\$40,000	\$0	(F)
\$0	\$250,000	\$250,000	(F)	\$0	Construct Class III Landfill Cell Farm Stage 3 - Red Hill Landfill Facility (24310/13)	\$750,000	\$750,000	\$0	(F)
\$13,628	\$503,740	\$490,112	(F)	\$0	Construct Class III Cell Stage 15B - Red Hill Landfill Facility (24310/18)	\$1,511,222	\$1,511,222	\$0	(F)
\$56	\$176,664	\$176,608	(F)	\$0	Construct Class III Leachate Pond - Red Hill Landfill Facility (24320/01)	\$530,000	\$530,000	\$0	(F)
\$65,116	\$157,064	\$91,948	(F)	\$4,573	Leachate Project - Red Hill Landfill Facility (24320/02)	\$471,192	\$471,192	\$0	(F)
\$0	\$166,664	\$166,664	(F)	\$0	Design and Construct Class IV Cell Stage 2 - Red Hill Landfill Facility (24330/04)	\$500,000	\$500,000	\$0	(F)
\$0	\$66,664	\$66,664	(F)	\$0	Construct Stormwater and Siltation Ponds - Red Hill Landfill Facility (24350/01)	\$200,000	\$200,000	\$0	(F)
\$0	\$40,996	\$40,996	(F)	\$7,150	Construct Roads / Carparks - Red Hill Landfill Facility (24370/00)	\$123,000	\$123,000	\$0	(F)
\$0	\$5,000	\$5,000	(F)	\$0	Construct Access Road to Lots 8 9 10 - Red Hill Landfill Facility (24370/02)	\$15,000	\$15,000	\$0	(F)



CAPITAL EXPENDITURE STATEMENT

OCTOBER 2018

Year to Date				Full Year		
Actual	Budget	Variance	On (F) = Favourable variation Order (U) = Unfavourable variation	Forecast	Budget	Variance
Waste Management						
\$0	\$66,664	\$66,664 (F)	\$0	Construct Drainage Diversion and Earthworks Infrastructures - Red Hill Landfill Facility (24380/00)	\$200,000	\$200,000 \$0 (F)
\$0	\$50,000	\$50,000 (F)	\$0	Construct Water Storage Dams - Red Hill Landfill Facility (24393/00)	\$150,000	\$150,000 \$0 (F)
\$0	\$1,532	\$1,532 (F)	\$0	Construct Perimeter Fencing - Red Hill Landfill Facility (24394/00)	\$4,600	\$4,600 \$0 (F)
\$0	\$4,332	\$4,332 (F)	\$0	Construct Litter Fence - Red Hill Farm (24394/04)	\$13,000	\$13,000 \$0 (F)
\$0	\$9,824	\$9,824 (F)	\$0	Construct Litter Fence - Redhill Landfill Facility (24394/05)	\$29,474	\$29,474 \$0 (F)
\$2,470	\$17,280	\$14,810 (F)	\$0	Construct Hardstand and Road - Hazelmere (24395/01)	\$51,845	\$51,845 \$0 (F)
\$0	\$13,332	\$13,332 (F)	\$0	Construct Monitoring Bores - Red Hill Landfill Facility (24396/00)	\$40,000	\$40,000 \$0 (F)
\$0	\$166,664	\$166,664 (F)	\$0	Construct Storage Bunkers for Wood Fines (QA process) - Hazelmere (24399/09)	\$500,000	\$500,000 \$0 (F)
\$0	\$16,664	\$16,664 (F)	\$0	Air Supply lines - Waste Management Structures - Red Hill Landfill Facility (24399/10)	\$50,000	\$50,000 \$0 (F)
\$0	\$283,332	\$283,332 (F)	\$0	New Waste Project - Red Hill Landfill Facility (24399/16)	\$850,000	\$850,000 \$0 (F)
\$445,000	\$1,303,332	\$858,332 (F)	\$753,000	Purchase / Replace Plant - Red Hill Landfill Facility (24410/00)	\$3,910,000	\$3,910,000 \$0 (F)
\$0	\$667,092	\$667,092 (F)	\$0	Purchase / Replace Plant - Hazelmere (24410/01)	\$2,001,276	\$2,001,276 \$0 (F)
\$0	\$150,000	\$150,000 (F)	\$0	Purchase Plant for Leachate Project - Red Hill Landfill Facility (24410/08)	\$450,000	\$450,000 \$0 (F)
\$52,650	\$127,332	\$74,682 (F)	\$23,200	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility (24420/00)	\$382,000	\$382,000 \$0 (F)



CAPITAL EXPENDITURE STATEMENT

OCTOBER 2018

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

Waste Management

\$0	\$6,332	\$6,332 (F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere (24420/02)	\$19,000	\$19,000	\$0 (F)
\$0	\$32,932	\$32,932 (F)	\$0	Purchase Minor Plant for Leachate Project - Red Hill Landfill Facility (24420/06)	\$98,800	\$98,800	\$0 (F)
\$0	\$13,348	\$13,348 (F)	\$37,530	Purchase / Replace Vehicles - Red Hill Landfill Facility (24430/00)	\$40,044	\$40,044	\$0 (F)
\$0	\$1,332	\$1,332 (F)	\$0	Purchase / Replace Office Equipment - Red Hill Landfill Facility (24510/08)	\$4,000	\$4,000	\$0 (F)
\$0	\$5,900	\$5,900 (F)	\$0	Purchase Fire Fighting System/Equipment - Hazelmere (24520/07)	\$17,700	\$17,700	\$0 (F)
\$0	\$34,332	\$34,332 (F)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility (24530/08)	\$103,000	\$103,000	\$0 (F)
\$0	\$17,156	\$17,156 (F)	\$0	Purchase / Replace Security System - Hazelmere (24530/10)	\$51,480	\$51,480	\$0 (F)
\$0	\$31,288	\$31,288 (F)	\$0	Purchase / Replace Other Equipment - Red Hill Landfill Facility (24590/00)	\$93,870	\$93,870	\$0 (F)
\$0	\$832	\$832 (F)	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere (24590/02)	\$2,500	\$2,500	\$0 (F)
\$0	\$664	\$664 (F)	\$0	Purchase/Replace Other Equipment - Engineering and Waste Management (24590/03)	\$2,000	\$2,000	\$0 (F)
\$0	\$1,000	\$1,000 (F)	\$0	Purchase / Replace Office Furniture and Fittings - Red Hill Landfill Facility (24610/08)	\$3,000	\$3,000	\$0 (F)
\$0	\$664	\$664 (F)	\$1,840	Purchase Office Furniture and Fittings-Hazelmere (24610/10)	\$2,000	\$2,000	\$0 (F)



CAPITAL EXPENDITURE STATEMENT

OCTOBER 2018

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
Waste Management							
\$0	\$332	\$332 (F)	\$0	Purchase Miscellaneous Furniture and Fittings - Red Hill Education Programme (24690/01)	\$1,000	\$1,000	\$0 (F)
\$0	\$664	\$664 (F)	\$0	Refurbish Environmental Education Centre - Redhill Landfill Facility (25253/00)	\$2,000	\$2,000	\$0 (F)
\$0	\$6,664	\$6,664 (F)	\$0	Refurbish Plant - Red Hill Landfill Facility (25410/00)	\$20,000	\$20,000	\$0 (F)
\$0	\$11,664	\$11,664 (F)	\$0	Refurbish Plant - Hazelmere (25410/01)	\$35,000	\$35,000	\$0 (F)
\$586,830	\$4,466,940	\$3,880,110 (F)	\$827,293		\$13,401,003	\$13,401,003	\$0 (F)
\$768,923	\$6,650,548	\$5,881,625 (F)	\$3,520,330	TOTAL CAPITAL EXPENDITURE	\$19,951,903	\$19,951,903	\$0 (F)



STATEMENT OF FINANCIAL POSITION

OCTOBER 2018

Actual June 2018	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Current Assets					
\$1,680,201	\$3,466,930	Cash and Cash Equivalents	\$4,081,732	\$4,081,732	\$0 (F)
\$96,740,676	\$95,816,703	Investments	\$87,641,439	\$87,641,439	\$0 (F)
\$2,426,064	\$5,110,805	Trade and Other Receivables	\$2,578,375	\$2,578,375	\$0 (F)
\$29,845	\$28,887	Inventories	\$28,834	\$28,834	\$0 (F)
\$21,377	\$501,311	Other Assets	\$115,197	\$115,197	\$0 (F)
\$100,898,163	\$104,924,636	Total Current Assets	\$94,445,577	\$94,445,577	\$0 (F)
Current Liabilities					
\$3,604,991	\$2,846,229	Trade and Other Payables	\$3,846,227	\$3,846,227	\$0 (F)
\$1,541,191	\$1,541,191	Provisions	\$1,496,643	\$1,496,643	\$0 (F)
\$5,146,182	\$4,387,420	Total Current Liabilities	\$5,342,870	\$5,342,870	\$0 (F)
\$95,751,981	\$100,537,216	Net Current Assets	\$89,102,707	\$89,102,707	\$0 (F)
Non Current Assets					
\$50,570,000	\$50,570,000	Land	\$50,570,000	\$50,570,000	\$0 (F)
\$7,393,454	\$7,354,761	Buildings	\$7,785,986	\$7,785,986	\$0 (F)
\$13,297,576	\$12,370,835	Structures	\$24,919,226	\$24,919,226	\$0 (F)
\$10,030,392	\$9,794,346	Plant	\$16,624,030	\$16,624,030	\$0 (F)
\$550,237	\$394,902	Equipment	\$1,064,458	\$1,064,458	\$0 (F)
\$156,852	\$78,356	Furniture and Fittings	\$193,763	\$193,763	\$0 (F)
\$11,953,602	\$12,172,058	Work in Progress	\$7,402,372	\$7,402,372	\$0 (F)
\$93,952,113	\$92,735,258	Total Non Current Assets	\$108,559,835	\$108,559,835	\$0 (F)
Non Current Liabilities					
\$3,573,905	\$3,655,187	Provisions	\$3,713,856	\$3,713,856	\$0 (F)
\$3,573,905	\$3,655,187	Total Non Current Liabilities	\$3,713,856	\$3,713,856	\$0 (F)
\$186,130,189	\$189,617,287	Net Assets	\$193,948,686	\$193,948,686	\$0 (F)
Equity					
\$57,548,966	\$57,548,966	Accumulated Surplus/Deficit	\$56,856,098	\$56,856,098	\$0 (F)
\$86,979,194	\$86,979,194	Cash Backed Reserves	\$86,678,310	\$86,678,310	\$0 (F)
\$41,602,029	\$41,300,733	Asset Revaluation Reserve	\$43,330,000	\$43,330,000	\$0 (F)
\$0	\$3,788,394	Net change in assets from operations	\$7,084,278	\$7,084,278	\$0 (F)
\$186,130,189	\$189,617,287	Total Equity	\$193,948,686	\$193,948,686	\$0 (F)



CASH AND INVESTMENTS OCTOBER 2018

Actual June 2018	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
Municipal Cash and Investments					
1,676,751	3,463,480	Cash at Bank - Municipal Fund 01001/00	1,631,205	1,631,205	0 (F)
3,450	3,450	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,487,484	7,500,778	Investments - Municipal Fund 02021/00	2,447,076	2,447,076	0 (F)
11,167,685	10,967,708	Total Municipal Cash	4,081,731	4,081,731	0 (F)
Restricted Cash and Investments					
3,383,664	3,429,412	Restricted Investments - Plant and Equipment 02022/01	383,106	383,106	0 (F)
2,482,057	2,515,615	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,683,542	2,683,542	0 (F)
16,089,599	16,307,134	Restricted Investments - Future Development 02022/03	20,327,842	20,327,842	0 (F)
975,126	988,310	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,081,210	1,081,210	0 (F)
11,844	12,004	Restricted Investments - Environmental Insurance Red Hill 02022/05	13,129	13,129	0 (F)
14,737	14,937	Restricted Investments - Risk Management 02022/06	15,166	15,166	0 (F)
589,575	597,546	Restricted Investments - Class IV Cells Red Hill 02022/07	171,292	171,292	0 (F)
328,109	332,545	Restricted Investments - Regional Development 02022/08	400,342	400,342	0 (F)
56,190,599	56,950,308	Restricted Investments - Secondary Waste Processing 02022/09	54,618,921	54,618,921	0 (F)
5,929,276	6,009,441	Restricted Investments - Class III Cells 02022/10	6,737,441	6,737,441	0 (F)
74,410	75,416	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	76,555	76,555	0 (F)
273,998	160,755	Restricted Investments - Accrued Interest 02022/19	169,765	169,765	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
910,197	922,503	Restricted Investments - Long Service Leave 02022/90	963,129	963,129	0 (F)
87,253,192	88,315,926	Total Restricted Cash	87,641,440	87,641,440	0 (F)
98,420,877	99,283,634	TOTAL CASH AND INVESTMENTS	91,723,171	91,723,171	0 (F)

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

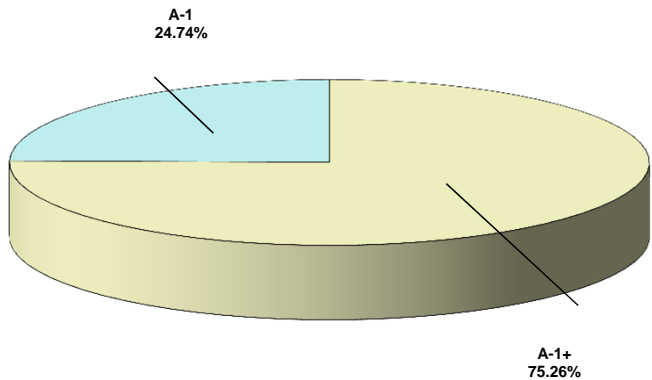
EMRC Investment Report

October 2018

I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	74.21%	100%
AA	A-1	25.79%	100%

Investment by S&P Rating



II. Single Entity Exposure

	% Portfolio
AMP	5.26%
Bankwest	31.05%
ING	12.11%
NAB	5.79%
Suncorp	8.42%
Westpac / St. George Bank	37.37%
	<u>100.00%</u>

III. Term to Maturity Framework

Investment Policy Guidelines

Maturity Profile	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater Than 1 Year	0.00%	0%	0%
	<u>100.00%</u>		

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



14.4 EMRC ANNUAL REPORT 2017/2018

REFERENCE: D2018/10001

PURPOSE OF REPORT

The purpose of this report is to present the EMRC's draft Annual Report 2017/2018 to Council for acceptance.

KEY ISSUES AND RECOMMENDATION(S)

- It is a requirement of section 5.53 of the *Local Government Act 1995* (the Act) that an annual report is prepared for each financial year.
- Section 5.54 of the Act requires the annual report to be accepted by Council, with an absolute majority, no later than 31 December after that financial year.
- Section 5.55 of the Act states that, "*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government*".

Recommendation(s)

That:

1. Council, by absolute majority, in accordance with section 5.54 of the *Local Government Act 1995*, accepts the draft EMRC Annual Report 2017/2018 and the statements therein forming the attachment to this report.
2. Local public notice be given, in accordance with section 5.55 of the *Local Government Act 1995*, of the availability of EMRC's Annual Report 2017/2018.

SOURCE OF REPORT

Director Corporate Services

BACKGROUND

It is a requirement of section 5.53 of the Act that an annual report is prepared for each financial year.

Under the Act, the annual report is to contain:

- (a) A report from the Mayor or President (or Chairman of a regional local government);
- (b) A report from the Chief Executive Officer;
- (c) An overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or continue in the next financial year;
- (d) The financial report for the financial year;
- (e) Such information as may be prescribed in relation to the payments made to employees;
- (f) The auditor's report for the financial year;
- (g) A matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*;
- (h) Details of entries made under section 5.121 of the Act during the financial year in the register of complaints, including:
 - (i) The number of complaints recorded in the register of complaints;
 - (ii) How the recorded complaints were dealt with; and
 - (iii) Any other details that the regulations may require.
- (i) Such other information as may be prescribed.



Item 14.4 continued

Section 5.54 of the Act requires the annual report to be accepted by the council no later than 31 December after that financial year by absolute majority.

Section 5.55 of the Act states that, “*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government*”.

REPORT

The EMRC’s Annual Report 2017/2018 is presented in accordance with the provisions of the Act and addresses all the required contents.

In prior years, the Annual Report included a 10-page audited Concise Financial Report.

On 7 April 2016 Circular No 3-2016 was received titled “*Auditing of Local Government by the Auditor General - Renewal of Audit Contracts*”, which outlined the intention to amend the *Local Government Act 1995* to allow for the Auditor General and the Office of the Auditor General to take responsibility for the local government financial audits from 1 July 2017. The *Local Government Amendment (Auditing) Act 2017* (No 5 of 2017) - an Act to amend the *Local Government Act 1995* to provide for the auditing of local governments by the OAG and for related purposes was assented to on 1 September 2017.

As a result of the OAG taking responsibility for the financial audits, the Annual Report now includes the full audited Financial Report instead of the Concise Financial Report and is consistent with the approach taken by the OAG with State Government departments and agencies.

Similar to previous years, it is proposed that the annual report be distributed in predominantly e-book format, with both hard copy and e-book formats distributed to key stakeholders. A database of the key stakeholders has been compiled to allow a mail-out to be conducted following approval and production of the annual report. The annual report e-book will also be available on EMRC’s corporate website (www.emrc.org.au).

Availability of the annual report will be advertised through a local government notice in *The West Australian* newspaper and public notices sent to all member Council libraries for public display.

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

The cost for the design and production of the annual report has been included in the adopted 2018/2019 EMRC budget.

SUSTAINABILITY IMPLICATIONS

Nil



Item 14.4 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

Draft EMRC Annual Report 2017/2018 (Ref: D2018/15984) (*provided under separate cover*)

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION(S)

That:

1. Council, by absolute majority, in accordance with section 5.54 of the *Local Government Act 1995*, accepts the draft EMRC Annual Report 2017/2018 and the statements therein forming the attachment to this report.
2. Local public notice be given, in accordance with section 5.55 of the *Local Government Act 1995*, of the availability of EMRC's Annual Report 2017/2018.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



14.5 SUNDRY DEBTOR WRITE-OFF

REFERENCE: D2018/14283

PURPOSE OF REPORT

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

KEY ISSUES AND RECOMMENDATION(S)

- A provision of \$8,753.80 was made in the 2014/2015 financial accounts for doubtful debts relating to HAS Group (WA) Pty Ltd who went into liquidation in March 2015.
- Since this time the EMRC has received two dividend payments, one for \$1,137.99 in July 2016 and a further dividend of \$472.71 in July 2018.
- Upon making enquiries in July 2018, the liquidators confirmed the liquidation process had been completed.
- Approval is sought from Council for a write off totalling \$7,143.10 following the finalisation of the liquidation processes for HAS Group (WA) Pty Ltd.

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 \$7,143.10 (inc. GST) owing from HAS Group (WA) Pty Ltd.

SOURCE OF REPORT

Director Corporate Services

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 Dunn & Bradstreet website 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.

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



Item 14.5 continued

REPORT

HAS Group (WA) Pty Ltd commenced purchasing ferricrete from the Red Hill Landfill Facility in December 2014. Two invoices were issued during December 2014 totalling \$8,753.80.

Notice was received from the liquidators, Melsom Robson, Chartered Accountants, on 18 March 2015 advising that HAS Group (WA) Pty Ltd had gone into liquidation.

Since this time the EMRC has received two dividend payments, one for \$1,137.99 in July 2016 and a further dividend of \$472.71 in July 2018.

The EMRC received correspondence from the liquidators in July 2018 confirming that the liquidation process has been finalised and that due to insufficient funds, no further distribution will be received.

Approval is therefore sought from Council for the write off of the outstanding amount of \$7,143.10.

A provision for impairment was made for the outstanding amount as at 30 June 2015 and as such, the write-off of this 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 14.5 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 \$7,143.10 (inc. GST) owing from HAS Group (WA) Pty Ltd.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



14.6 REVIEW OF THE MANAGEMENT OF INVESTMENT POLICY

REFERENCE: D2018/14284

PURPOSE OF REPORT

The purpose of this report is to outline the procedure(s) required to amend the Management of Investment Policy to provide a preference of fossil fuel divestment.

KEY ISSUES AND RECOMMENDATION(S)

- At its 18 October 2018 meeting, Council resolved for a report to be tabled and provide the steps and resolutions necessary to amend the relevant policies and procedures governing investments to require the EMRC to invest with financial institutions that do not invest in or finance the fossil fuel industry.
- Council also resolved for the report to provide the steps and resolutions necessary to require existing financial statements and reporting to include the state of the EMRC's divestment from fossil fuels as a percentage of total funds.

Recommendation(s)

That Council refer the proposal to amend Council Policy 3.3 – Management of Investments to divest from financial institutions that invest in or finance the fossil fuel industry and the consequential changes to the financial statement reports on the state of Council's divestment from fossil fuels to the Investment Committee

SOURCE OF REPORT

Director Corporate Services

BACKGROUND

It was resolved at the Council meeting held on 18 October 2018 (D2018/12194):

"THAT:

1. *THE EMRC REQUESTS THAT THE CEO PREPARES FOR THE NEXT COUNCIL MEETING A REPORT OUTLINING THE STEPS AND RESOLUTIONS NECESSARY TO AMEND ALL RELEVANT POLICIES AND PROCEDURES IN ORDER TO REQUIRE THE EMRC TO INVEST WITH FINANCIAL INSTITUTIONS THAT DO NOT INVEST IN OR FINANCE THE FOSSIL FUEL INDUSTRY, SO LONG AS:*
 - a) *THE INVESTMENT IS COMPLIANT WITH COUNCIL'S EXISTING APPROACH TO RISK MANAGEMENT; AND;*
 - b) *THE INVESTMENT RATE OF INTEREST IS FAVOURABLE TO COUNCIL RELATIVE TO OTHER SIMILAR INVESTMENTS THAT MAY BE ON OFFER TO COUNCIL AT THE TIME OF INVESTMENT.*
2. *THE EMRC ALSO REQUESTS THAT THE CEO INCLUDE IN THIS REPORT THE STEPS AND RESOLUTIONS NECESSARY TO REQUIRE THAT EXISTING FINANCIAL STATEMENTS AND REPORTING INCLUDE THE STATE OF COUNCIL'S DIVESTMENT FROM FOSSIL FUELS, AS A PERCENTAGE OF TOTAL FUNDS."*



Item 14.6 continued

REPORT

Changes to Investment Policy

Fossil fuel divestment entails the removal of investment assets including shares, bonds, and investment funds from companies involved in extracting fossil fuels, in an attempt to reduce climate change by tackling its ultimate causes.

The financial risk management structure of the Eastern Metropolitan Regional Council (EMRC) has historically been focussed on preservation of capital and is enshrined in the Council Policy 3.3 Management of Investments. It has been resolved that the EMRC now consider giving preference to financial institutions/investments not aligned with the fossil fuel industry. Such a strategy will shift the primary investment objective away from EMRC's existing approach to risk management, which is the preservation of capital, to a portfolio giving preference to those institutions based on environmental factors, when the rates on offer are the same.

To facilitate this proposed change in strategy, Council will be required to adopt the necessary changes to the Council Policy giving preference to financial institutions/investments not aligned with the fossil fuel industry, when the rates on offer are the same.

The Investment Committee (IC) is a formally appointed committee of Council and has been established to deal with matters related to EMRC's Management of Investment Policy. One of the functions of the IC is to consider amendment and revision of the Investment Policy. Accordingly, it is appropriate for any proposed amendments to the Investment Policy to allow for a preference for non-fossil fuel investments to be discussed and considered by the IC.

A report detailing the background, the pros and cons of this change in strategy as well as the potential impacts on the EMRC as a result of this change will be presented at the IC.

Arrangements will be made for the EMRC's financial advisor to attend and brief the IC on the ramifications of the proposed amendments.

Changes to Financial Report

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. Accordingly, the proposed amendments can be accommodated within the attachment "Investment Report" that is distributed with the monthly Financial Report received by Council.

It should be noted that this change only applies to the monthly Financial Report presented to Council and not the Annual Financial Report. The Annual Financial Report does not include such information regarding the level of investment in fossil fuel or non-fossil fuel as the presentation of the Annual Financial Report is governed by the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* (as amended) and to the extent that they are not inconsistent with Australian Accounting Standards.

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

Council Policy 3.3 – Management of Investments



Item 14.6 continued

FINANCIAL IMPLICATIONS

May have financial risk implications.

SUSTAINABILITY IMPLICATIONS

May have present and future economic and environmental implications.

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} No direct implications
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council refer the proposal to amend Council Policy 3.3 – Management of Investments to divest from financial institutions that invest in or finance the fossil fuel industry and the consequential changes to the financial statement reports on the state of Council’s divestment from fossil fuels to the Investment Committee.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



14.7 REVIEW OF COUNCIL POLICIES

REFERENCE: D2018/14285

PURPOSE OF REPORT

The purpose of this report is to review the EMRC policies in accordance with Council's decision of 18 September 2014, that all of the policies be reviewed following the ordinary elections in 2017.

KEY ISSUES AND RECOMMENDATION(S)

- Council Policies were last fully reviewed at the meeting of Council held on 18 September 2014.
- It is proposed that existing policies, as revised, be adopted.

Recommendation(s)

That:

1. All policies, as reviewed and amended forming attachment 3 to this report, be adopted.
2. All EMRC policies be reviewed in the twelve months following the ordinary election day in 2021.

SOURCE OF REPORT

Director Corporate Services

BACKGROUND

Council policies were last reviewed at the meeting of Council held on 18 September 2014 (Ref: D2014/10191) and Council resolved inter alia that:

- “5. *All EMRC policies be reviewed in the twelve months following the ordinary election day in 2017.*”

REPORT

The policies of the EMRC, determined by Council as required by Section 2.7(2)(b) of the *Local Government Act 1995* (the Act), guide and inform management and the public about key Council principles. It is important that policies are reviewed periodically and amended where necessary.

EMRC's CEO and Directors, together with relevant Officers, have undertaken a comprehensive review of existing policies. The following objectives were used as a basis for undertaking the review:

- To ensure policies met the definition of a policy;
- To incorporate in the policies appropriate amendments to account for changes in details such as dates, times and values since the last review;
- To realign all Council policies with the adopted EMRC 10 Year Strategic Plan 2017 – 2027 under the heading 'Strategic Plan Objective'; and
- To ensure the policies are contemporary and appropriate for the Council.



Item 14.7 continued

Attachment 1 contains all policies that have current approval of Council and are the subject of this review.

The policies are grouped in the attachment as follows:

1. Management;
2. Committees;
3. Finance;
4. Staff;
5. Waste;
6. Conferences; and
7. Risk Management.

The three main types of considerations for this review are as follows:

- Maintain the current policy without amendment;
- Maintain the policy with amendments; and
- Delete the policy if it is no longer required, for example if as these are covered under the *Local Government Act 1995* and regulations or has been incorporated into another policy.

No policy has been recommended for deletion.

No new policy is being recommended. New policies are developed and referred to Council on a progressive basis, as the need for them is identified.

Attachment 2 contains all the existing policies with the proposed changes tracked on the document.

Attachment 3 contains the final policies with all proposed changes incorporated i.e. clean copy of the final document.

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

The policies under review contribute to sustainability by informing management and the public about key Council principles.



Item 14.7 continued

MEMBER COUNCIL IMPLICATIONS

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

ATTACHMENT(S)

1. Summary of EMRC policies and recommended changes (Ref: D2018/16000)
2. All policies with tracked changes to the documents (Ref: D2018/15944)
(provided under separate cover)
3. All policies incorporating changes made i.e. final policy documents (Ref: D2018/15945)
(provided under separate cover)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That:

1. All policies, as reviewed and amended forming attachment 3 to this report, be adopted.
2. All EMRC policies be reviewed in the twelve months following the ordinary election day in 2021.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR

Summary of EMRC policies and recommended changes

1.0 MANAGEMENT

No:	Policy Title	Summary of Changes
1.1	Election of MWAC Representatives	Keep with minor Amendments
1.3	Members, Chairman's and Deputy Chairman's Fees and Allowances Policy	Keep with minor amendments
1.4	Travelling expenses for Council Members	Keep with minor Amendments
1.5	Meeting Agenda / Minutes – Confidential Items Policy	Keep with minor Amendments
1.7	Legal representation costs indemnification	Keep with minor Amendments
1.8	Lobbying and Advocacy Policy	Keep with minor Amendments
1.9	Recognition of Members of Council	Keep with minor Amendments
1.10	Disability Access and Inclusion Policy	Keep with minor Amendments
1.11	Public Interest Disclosure Policy	Keep no amendments

2.0 COMMITTEES

No:	Policy Title	Summary of Changes
2.1	Committees of Council	Keep with minor Amendments

Summary of EMRC policies and recommended changes

3.0 FINANCE

No:	Policy Title	Summary of Changes
3.1	Annual Financial Reporting	<p>Keep with minor Amendments</p> <p>Changes are due to amendments in the <i>Local Government (Financial Management) Regulations 1996</i> as well as appropriate application of the Australian Accounting Standards</p>
3.2	Grants for Community Groups in the Vicinity of Red Hill Waste disposal Facility	Keep with minor Amendments
3.3	Management of Investments Policy	<p>Keep with minor Amendments</p> <p>Changes are due to amendments in the <i>Local Government (Financial Management) Regulations 1996</i></p>
3.4	Occasional Grants / Sponsorship Policy	Keep with minor Amendments
3.5	Purchasing Policy	Keep with minor Amendments
3.6	Asset Management Policy	Keep with minor Amendments
3.7	Related Party Transaction and Disclosure Policy	Keep no amendments

Summary of EMRC policies and recommended changes

4.0 STAFF

No:	Policy Title	Summary of Changes
4.1	Chief Executive Officer – Appointment, and Performance Review	Keep with minor Amendments
4.2	Superannuation	Keep with minor Amendments
4.3	Gratuity Payments to Terminating Staff	Keep with minor Amendments
4.4	Service Recognition	Keep with minor Amendments
4.5	Staff Farewells, Special Circumstances and Associated Benefits	Keep with minor Amendments

5.0 WASTE

No:	Policy Title	Summary of Changes
5.1	Red Hill Waste Management Facility and Hazelmere Resource Recovery Park Environmental Policy	Keep with minor Amendments

6.0 CONFERENCES

No:	Policy Title	Summary of Changes
6.1	Member Conference and Seminar Attendance	Keep with minor Amendments
6.2	Reimbursement of Expenses for Conferences, Seminars and Other Events	Keep with minor Amendments

Summary of EMRC policies and recommended changes

7.0 RISK MANAGEMENT

No:	Policy Title	Summary of Changes
7.1	Risk Management Policy	Keep with minor Amendments
7.2	Occupational Health and Safety Policy	Keep with minor Amendments



14.8 DISABILITY ACCESS AND INCLUSION PLAN 2018 TO 2023

REFERENCE: D2018/15165

PURPOSE OF REPORT

The purpose of this report is to present the draft *Disability Access and Inclusion Plan 2018 to 2023* (DAIP 2018 to 2023) for Council adoption

KEY ISSUES AND RECOMMENDATION(S)

- A requirement of the *Disability Services Act 1993* (section 27) is that a public authority must ensure that it develops and implements a Disability Access and Inclusion Plan.
- On 19 August 2010 Council adopted a Disability Access and Inclusion Policy and Disability Access and Inclusion Plan (DAIP) 2010/2011 to 2012/2013.
- The DAIP was reviewed in 2013 and a new DAIP 2013/14 to 2017/18 was adopted.
- On 23 August 2018 Council was presented with a new draft *DAIP 2018 to 2023* which was developed following a review of the current DAIP 2013/14 to 2017/18, and updated EMRC Policy 1.10 - *Disability Access and Inclusion Policy*.
- At the same meeting Council endorsed the revised EMRC Policy 1.10 - *Disability Access and Inclusion Policy*.
- Council also endorsed the draft *DAIP 2018 to 2023* and approved a 42 day public consultation on the document.
- An advertisement to this effect was placed in the West Australian Newspaper and EMRC's public website on 12 September 2018.
- At the end of the 42 day public comment period (26 October 2018) EMRC had not received any comments.

Recommendation(s)

That Council:

1. Adopts the draft *Disability Access and Inclusion Plan 2018 to 2023* forming an attachment to this report.
2. Approves submission of the *Disability Access and Inclusion Plan 2018 to 2023* to the Disability Services Commission.

SOURCE OF REPORT

Chief Executive Officer

BACKGROUND

Section 27 of the *Disability Services Act 1993* (the Act) requires a public authority to develop and implement a Disability Access and Inclusion Plan.

Council adopted the EMRC's first Disability Access and Inclusion Policy and Disability Access and Inclusion Plan (DAIP) 2010/11 to 2012/13 on 19 August 2010 (Ref: DMDOC/134682).

The DAIP was reviewed in 2013 and a new DAIP 2013/14 to 2017/18 was adopted (Ref: DMDOC/181698).



Item 14.8 continued

At the meeting held on 23 August 2018 Council reviewed and adopted the EMRC Policy 1.10 – *Disability Access and Inclusion Policy* and a new five year draft DAIP 2018 to 2023. Council resolved (Ref: D2018/08565), inter alia to:

- “3. APPROVE A 42 DAY PUBLIC CONSULTATION PERIOD ON THE DRAFT DISABILITY ACCESS AND INCLUSION PLAN 2018 TO 2023.”

REPORT

An integral requirement of the *Disability Services Act 1993* (the Act) is mandatory community consultation to ensure that a DAIP is relevant and responsive to the needs of the community. The Act and associated regulations leave it to the discretion of authorities to determine the method of consultation. The minimum requirements are that public authorities must call for submissions regarding DAIPs in a state-wide or local newspaper as well as on their public website (s. 29 (10)).

An advertisement was placed in the West Australian Newspaper and the EMRC’s public website on 12 September 2018, inviting members of the public to comment on the draft *DAIP 2018 to 2023*. At the end of the 42 day public comment period (12 September to 26 October 2018), the EMRC had not received any comments.

Consequently it is recommended that Council adopts the draft *DAIP 2018 to 23* forming an attachment to this report as required under the Act, and approves for it to be lodged with the Disability Services Commission, which is a mandatory requirement.

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.5 To improve organisational culture, health, welfare and safety

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)

Draft Disability Access and Inclusion Plan 2018 to 2023 (Ref: D2018/15167)



Item 14.8 continued

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council:

1. Adopts the draft *Disability Access and Inclusion Plan 2018 to 2023* forming an attachment to this report.
2. Approves submission of the *Disability Access and Inclusion Plan 2018 to 2023* to the Disability Services Commission.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



Advancing Perth's Eastern Region 

Disability Access and Inclusion Plan for the Eastern Metropolitan Regional Council



2018 to 2023



TEL (08) 9424 2222 FAX (08) 9277 7598 EMAIL mail@emrc.org.au WEB www.emrc.org.au

This is printed on recycled paper.



Policy Statement

I have great pleasure in presenting the Eastern Metropolitan Regional Council's (EMRC) Disability Access and Inclusion Plan 2018 to 2023.

This Plan demonstrates our commitment to furthering the principles and meeting the objectives of the *Disability Services Act 1993*, by setting out strategies to ensure that people with disability have the same rights and opportunities as other people to access our facilities and services.

It is our intention to deliver facilities, services and events that are open, available and accessible to the whole community, regardless of physical or intellectual ability, ethnicity, gender, age or any other perceived difference. The EMRC will ensure that this Disability Access and Inclusion Plan 2018 to 2023 is implemented and reviewed regularly.

All Agents and Contractors engaged by the EMRC will be advised of, and expected to embrace and abide by the EMRC's Disability Access and Inclusion Plan 2018 to 2023 and work together with the EMRC to participate in achieving the outcomes.

Feedback is welcomed at any time on this document.

Cr David McDonnell

Chairman



Table of Contents

Policy Statement	i
1 The Eastern Metropolitan Regional Council	1
1.1 The EMRC's Establishment Agreement	1
2 Vision, Mission and Values.....	2
2.1 Vision.....	2
2.2 Mission.....	2
2.3 Values.....	2
3 Key Stakeholders.....	2
4 The EMRC's Facilities	3
5 The EMRC's Services	4
5.1 Office of the Chief Executive Officer	4
5.2 Waste Services	4
5.3 Regional Services.....	5
5.4 Corporate Services.....	5
6 The EMRC's Access and Inclusion Policy Statement.....	6
7 Progress since 2010.....	7
8 Review Process	8
8.1 Responsibility for the planning process	8
8.2 Findings of the review.....	8



Outcome One	9
Outcome Two	10
Outcome Three	11
Outcome Four	12
Outcome Five	13
Outcome Six	13
Outcome Seven	14
Outcome Eight	15
9 Promotion of the DAIP	16
10 Responsibility for Implementing the DAIP	16
11 Review and Evaluation Mechanisms	16
12 Feedback	17



1 The Eastern Metropolitan Regional Council

The Eastern Metropolitan Regional Council (the EMRC) is a local government entity established under the Local Government Act 1995 that works in partnership with its six member Councils located in Perth's Eastern Region — Town of Bassendean, City of Bayswater, City of Belmont, City of Kalamunda, Shire of Mundaring and City of Swan. Perth's Eastern Region constitutes around one-third of Perth's metropolitan area encompassing a land area of about 2,100 square kilometres and an estimated population of 365,500 people. The Region hosts Western Australia's major air, road and rail transport hub for movement of freight and passengers throughout Perth, intrastate, interstate and overseas. The Region is considered the gateway to greater Perth, through the domestic and international airports or from the highways to the north and east. With a diverse regional economy, access to a skilled workforce and a range of leisure, lifestyle and living opportunities, Perth's Eastern Region is well positioned for continued growth and represents an attractive investment destination.

The EMRC assists its member Councils to successfully turn challenges into opportunities and to ensure that the entire Region fulfils its potential as one of Western Australia's most vibrant and fast growing areas.

1.1 The EMRC's Establishment Agreement

The EMRC's Establishment Agreement provides for it to undertake a range of projects and services and provides a means for member Councils to share resources and facilities. The EMRC represents a model of successful collaboration and for over 30 years, has initiated and led projects for its member Councils that deliver real benefits to the region in the areas of waste management and resource recovery, environmental sustainability and regional economic development. These services enable member Councils to enhance outcomes for their communities and for Perth's Eastern Region as a whole.



2 Vision, Mission and Values

2.1 Vision

To be a responsive and innovative leader in assisting Perth's Eastern Region to be a great place to live, work, play and do business.

2.2 Mission

The Eastern Metropolitan Regional Council, by partnering with member Councils (and other stakeholders), facilitates strategies and actions for the benefit and sustainability of Perth's Eastern Region.

2.3 Values

Excellence: *Striving for excellence through the development of quality and continuous improvement*

Recognition: *Valuing staff in a supportive environment that focuses on their wellbeing*

Innovation: *Focus on innovative approaches in projects and service delivery*

Responsiveness: *Dynamic and flexible service delivery*

Innovation *Focus on innovative approaches in project and service delivery*

Integrity *Accountability and consistence in all that we do*

3 Key Stakeholders

- The EMRC & member Council Elected Members
- The EMRC & member Council Staff
- Customers and Clients
- Other local governments
- Federal Government Agencies
- State Government Agencies
- Non-Government Agencies
- Politicians
- Educational institutions
- Regional Business Groups
- Regional Community & Reference Groups
- Businesses
- Regional Volunteers
- Regional Residents
- Visitors and Tourists
- Investors



4 The EMRC's Facilities

The EMRC operations are run through the following facilities:

FACILITY	OPENING HOURS
<p>EMRC Administration Office 1st Floor Ascot Place 226 Great Eastern Hwy BELMONT WA 6104</p> <p>PO Box 234 BELMONT WA 6984</p> <p>Telephone (08) 9424 2222 Fax: (08) 9277 7598 Email: mail@emrc.org.au</p>	<p>Monday to Friday 8:30am to 5:00pm</p> <p>Closed Weekends, public holidays and usually during the Christmas and New Year period</p>
<p>Red Hill Waste Management Facility 1094 Toodyay Road RED HILL WA 6056</p> <p>Telephone: (08) 9574 6235 (08) 9574 6447 Fax: (08) 9574 6300 Email: redhill@emrc.org.au</p>	<p>Monday to Saturday 8:00am to 4:00pm</p> <p>Sunday 10:00am to 4:00pm</p> <p>Closed Good Friday, Christmas Day and New Year's Day</p>
<p>Hazelmere Recycling Centre 77 Lakes Road HAZELMERE WA</p> <p>Telephone: (08) 9274 7807 Email: hazelmere@emrc.org.au</p>	<p>Monday to Friday 7:00am to 3:00pm</p> <p>Closed Weekends and public holidays May close during the Christmas and New Year period</p>



FACILITY	OPENING HOURS
FOR SHIRE OF MUNDARING RESIDENTS ONLY	
Coppin Road Transfer Station Coppin Road MUNDARING WA 6073	Saturday, Sunday, Monday and Tuesday 8:00am to 4:00pm
Mathieson Road Transfer Station Lot 150 Mathieson Road CHIDLOW WA 6556	Thursday, Friday, Saturday and Sunday 8:00am to 4:00pm

5 The EMRC's Services

5.1 Office of the Chief Executive Officer

BUSINESS UNIT	SERVICES
CEO's Office	<ul style="list-style-type: none"> ✓ Advocacy ✓ Public relations ✓ Governance and strategic risk ✓ Strategic and corporate planning ✓ Organisational development

5.2 Waste Services

BUSINESS UNIT	SERVICES
Waste Engineering and Operations	<u>Red Hill Waste Management Facility</u> <ul style="list-style-type: none"> ✓ Classes I,II, III & IV waste ✓ Transfer station – Red Hill ✓ Greenwaste processing
	<u>Transfer Stations</u> <ul style="list-style-type: none"> ✓ Coppin Road ✓ Mathieson Road
	<u>Engineering</u> <ul style="list-style-type: none"> ✓ Surveys ✓ Engineering design and project management
Waste Environmental Operations	<ul style="list-style-type: none"> ✓ Environmental Compliance ✓ Environmental Advice



BUSINESS UNIT	SERVICES
Resource Recovery	<u>Hazelmere Resource Recovery Park</u> <ul style="list-style-type: none"> ✓ Mattress processing ✓ Timber recycling ✓ Wood Waste to Energy Plant ✓ Commercial and Industrial Waste Sorting Plant <u>Waste Education</u> <ul style="list-style-type: none"> ✓ Waste Education Centre (Red Hill) ✓ Waste Education programs and initiatives

5.3 Regional Services

BUSINESS UNIT	SERVICES
Regional Development	<ul style="list-style-type: none"> ✓ Economic development ✓ Integrated Transport Planning ✓ Regional Events and Perth's Eastern Region website
Environmental Services	<ul style="list-style-type: none"> ✓ Environmental Projects ✓ Natural Resource Management ✓ River Management ✓ Water Quality and Conservation Program ✓ Climate Change ✓ ACEr

5.4 Corporate Services

BUSINESS UNIT	SERVICES
Administration and Compliance	<ul style="list-style-type: none"> ✓ Procurement, Fleet & Building (Ascot Place) ✓ Compliance ✓ Corporate events
Human Resources	<ul style="list-style-type: none"> ✓ Human Resource Management ✓ Occupational Safety and Health
Communications	<ul style="list-style-type: none"> ✓ Corporate Communications ✓ Corporate websites
Information Services	<ul style="list-style-type: none"> ✓ Help Desk ✓ IT Projects ✓ Records Management
Finance Services	<ul style="list-style-type: none"> ✓ Financial management and reporting ✓ Asset management ✓ Payroll



6 The EMRC's Access and Inclusion Policy Statement

The EMRC is committed to achieving the eight desired outcomes of our Disability Access and Inclusion Plan 2018 to 2023, which are:

1. The EMRC Council ensures that a Disability Access and Inclusion Policy and Plan are developed, implemented and reviewed regularly
2. People with disability have the same opportunities as other people to access the services of, and any events organised by, the EMRC.
3. People with disability have the same opportunities as other people to access the buildings and other facilities of the EMRC.
4. People with disability receive information from the EMRC in a format that will enable them to readily access the information other people are able to access.
5. People with disability receive the same level and quality of service from the staff and contractors of the EMRC.
6. People with disability have the same opportunities as other people to make complaints to the EMRC.
7. People with disability have the same opportunities as other people to participate in any public consultation by the EMRC.
8. People with disability have the same opportunities as other people to obtain and maintain employment with the EMRC.

It is our intention to deliver facilities, services and events that are open, available and accessible to the whole community, regardless of ability, ethnicity, gender, age or any other perceived difference.

This Disability Access and Inclusion Plan 2018 to 2023 demonstrates our commitment to furthering the principles and meeting the objectives of the Disability Services Act 1993.

The EMRC also acknowledges and supports the United Nations Agenda 2030 Sustainable Development Goals, which have been ratified by the Australian Government. By committing to achieving these outcomes, the EMRC recognises that this will also support the achievement of employment and inclusion for all.



7 Progress since 2010

The EMRC is committed to facilitating the inclusion of people with disability and has implemented a number of key initiatives as detailed below.

Initiatives	Year
<ul style="list-style-type: none">• Partnership with Edge Employment Services (Disability Service Provider)	ongoing
<ul style="list-style-type: none">• Adoption of a Disability Access and Inclusion Policy and the EMRC's first Disability Access and Inclusion Plan (DAIP)	2010
<ul style="list-style-type: none">• Upgrade to the Red Hill Waste Management Facility administration building includes:<ul style="list-style-type: none">○ Wheelchair accessible ramp○ Disabled toilet○ Disabled parking	2012
<ul style="list-style-type: none">• Review and development of a new DAIP	2013
<ul style="list-style-type: none">• Recruitment processes reviewed to ensure no barriers faced by people seeking employment at the EMRC	2014
<ul style="list-style-type: none">• Employment of people with disability at the EMRC's Commercial and Industrial Waste Processing Plant at the Hazelmere Resource Recovery Park	2016
<ul style="list-style-type: none">• Managers and Supervisors trained in working with people with disabilities	2016
<ul style="list-style-type: none">• Disabled parking upgrade at the EMRC Administration building	2017
<ul style="list-style-type: none">• The EMRC's commitment to employing and retaining people with disability recognised through two awards:<ul style="list-style-type: none">○ Leading Edge Employer Award○ Lighthouse Award	2017
<ul style="list-style-type: none">• Upgrade to the EMRC public website to include:<ul style="list-style-type: none">○ Accessibility focussed tools○ High colour contrast display mode○ Ability to increase text size	2017



8 Review Process

8.1 Responsibility for the planning process

A DAIP working group was first established in 2010 comprising staff from across the EMRC. However with attrition of staff the responsibility for the planning, implementation and review process sits with the Human Resources business unit.

The 2018 review process included:

- Examination of the 2013 to 2018 DAIP to see what has been achieved and what still needs work
- Consultation with EMRC staff through a survey (from 6 to 20 July 2018)
- Consultation with the community from 12 September to 26 October 2018. No comments were received from the public during the public consultation period.

8.2 Findings of the review

The review found that the 2013 to 2018 DAIP initiatives had been achieved and that a new plan was required, to ensure currency and relevance.

The consultation also identified two barriers to access and inclusion, which will be addressed in the 2018 to 2023 DAIP. These barriers include:

- new staff may be uninformed or lacking in confidence to adequately provide the same level of service to people with disability;
- older employees at operations sites may have age specific barriers.

The identification of these barriers has informed the development of strategies in the 2018 to 2023 DAIP. The barriers have been prioritised in order of importance, which assists setting timeframes for the completion of strategies to overcome those access barriers.

As a result of the consultation process the EMRC will undertake a number of tasks from 2018 to 2023 to improve access to its services, buildings and information.

The eight desired outcomes provide a framework for improving access and inclusion for people with disabilities in the EMRC.



Outcome One

The EMRC Council ensures that a Disability Access and Inclusion Policy and Plan are developed, implemented and reviewed regularly

NO	ACTION	TIMELINE	RESPONSIBILITY
1.	Consult with the Community on the Disability Access and Inclusion Policy and Disability Access and Inclusion Plan (DAIP).	When reviewed or as required	CEO
2.	Provide information on EMRC's DAIP to the Community.	Once adopted by Council	CEO
3.	Review and amend DAIP Policy and Plan.	When required	CEO
4.	Lodge DAIP with the Disability Services Commission.	Following adoption by Council	CEO
5.	Develop links between the DAIP and other EMRC plans and Strategies.	Ongoing	Manager Human Resources



Outcome Two

People with disability have the same opportunities as other people to access the services of, and any events organised by, the EMRC.

NO	ACTION	TIMELINE	RESPONSIBILITY
1.	Ensure that all events organised by the EMRC provide as a minimum: <ul style="list-style-type: none">- Accessible parking- Accessible toilets- Promotional material available in alternative formats including:<ul style="list-style-type: none">o EMRC websiteo Emailo Electronic and hard copy in large and standard printo	Ongoing	All
2.	Use a variety of media to publicise events.	Ongoing	All
3.	Ensure that people with disability are considered when developing communication strategies for promoting events.	Ongoing	All



Outcome Three

People with disability have the same opportunities as other people to access the buildings and other facilities of the EMRC.

NO	ACTION	TIMELINE	RESPONSIBILITY
1.	Ensure that new buildings and facilities developed by EMRC are designed to meet DAIP legislation.	Ongoing	Corporate Services
2.	Ensure that all new or redevelopment works provide access to people with disability, where practicable.	Ongoing	Corporate Services
3.	Ensure the quantity and location of ACROD parking meets the needs of people with disability.	Ongoing	Corporate Services



Outcome Four

People with disability receive information from the EMRC in a format that will enable them to readily access the information other people are able to access.

NO	ACTION	TIMELINE	RESPONSIBILITY
1.	Ensure that information on Council functions, facilities and services is available in alternative formats if required including: <ul style="list-style-type: none">o EMRC websiteo Emailo Electronic and hard copy in large and standard printo Brailleo Audio format on cassette or CDo A language other than English	Ongoing	Communications
2.	Make electronic or hard copies of documents available in large print.	Ongoing	All
3.	Make information available in other formats on request.	Ongoing	All
4.	Improve staff awareness of accessible information needs and how to obtain information in other formats during induction of new employees.	Ongoing	Human Resources / Business Unit Managers
5.	Advise the community via the local newspaper, Information Radio, and disability group newsletters that other formats are available.	Bi-Annual	Communications



Outcome Five

People with disability receive the same level and quality of service from the staff and contractors of the EMRC.

NO	ACTION	TIMELINE	RESPONSIBILITY
1.	EMRC's DAIP is distributed to Staff and Councillors.	After ordinary Council elections	CEO
2.	New Staff are provided EMRC's DAIP and relevant information.	Ongoing	Human Resources
3.	Contractors (existing and new) are aware of the relevant requirements of the Disability Services Act and EMRC's DAIP.	Ongoing	Manager Administration and Compliance

Outcome Six

People with disability have the same opportunities as other people to make complaints to the EMRC.

NO	ACTION	TIMELINE	RESPONSIBILITY
1.	Ensure that complaints can be lodged via a number of means including fax, email, mail, verbal.	Ongoing	CEO
2.	Ensure that complaints are acted upon.	Ongoing	CEO



Outcome Seven

People with disability have the same opportunities as other people to participate in any public consultation by the EMRC

NO	ACTION	TIMELINE	RESPONSIBILITY
1.	Ensure that public consultation venues organised by the EMRC provide as a minimum: <ul style="list-style-type: none">- Accessible parking- Accessible toilets- Promotional material available in alternative formats	Ongoing	All
2.	Ensure that any feedback or comments can be lodged via alternative formats including fax, mail or email.	Ongoing	All



Outcome Eight

People with disability have the same opportunities as other people to obtain and maintain employment with the EMRC

NO	ACTION	TIMELINE	RESPONSIBILITY
1.	Commit to using inclusive recruitment practices when advertising new positions.	Ongoing	Human Resources
2.	Continue to engage with disability employment providers.	Ongoing	Human Resources
3.	Equal opportunity ethos is fostered among staff.	Ongoing	Human Resources
4.	Identify and remove any barriers to employment.	Ongoing	Human Resources
5.	Provide support and training for management staff.	Ongoing	Human Resources



9 Promotion of the DAIP

The DAIP will be promoted on the EMRC's website and through a local public notice once it has been endorsed by Council and the Disability Services Commission

10 Responsibility for Implementing the DAIP

It is a requirement of the *Disability Services Act 1993* that all officers, employees, agents and contractors take practical measures to implement the DAIP. The EMRC's DAIP sets out who is responsible for each action.

11 Review and Evaluation Mechanisms

The *Disability Services Act 1993* sets out the minimum review requirements for public authorities in relation to DAIPs. A DAIP team of key staff will be formed and will meet regularly to review progress on implementation. A report will be prepared each year on the implementation of the DAIP and will be reported through the EMRC's Annual Report.

New or amended strategies will be included in the DAIP and lodged with the Disability Services Commission. Copies of the amended DAIP will be available to the community in alternative formats.

A report will also be prepared and forwarded annually to the Disability Services Commission.

The DAIP will be reviewed at least every five years. The community, staff and Council members will be consulted as part of the review process.



12 Feedback

The EMRC welcomes feedback. Comments and suggestions on our Disability Access and Inclusion Plan 2018 to 2023 can be made via a number of means:

Tel: (08) 9224 2222

Fax: (08) 9277 7598

Email: mail@emrc.org.au

Mail:

The Eastern Metropolitan Regional Council
PO Box 234, Belmont WA 6984

In person:

Eastern Metropolitan Regional Council
1st Floor, Ascot Place
226 Great Eastern Hwy (Corner Kalgoorlie Street)
BELMONT WA 6104



This Disability Access and Inclusion Plan is available in alternative formats upon request including electronic format by email, in hard copy in both large and standard print, in audio on compact disc and on the website at:

Eastern Metropolitan Regional Council

Ascot Place Administration Office
226 Great Eastern Highway
Belmont, WA, 6104

Phone: 9424 2222

Email: mail@emrc.org.au

Web: www.emrc.org.au



14.9 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: D2018/15619

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

1 REGIONAL SERVICES

1.1 REGIONAL SERVICES ACTIVITY REPORT JULY – SEPTEMBER 2018
(Ref: D2018/15703)

2 WASTE SERVICES

2.1 COUNCIL TONNAGE COMPARISONS AS AT 31 OCTOBER 2018 (Ref: D2018/15697)

3 RESOURCE RECOVERY

3.1 WASTE EDUCATION PROGRESS REPORT (Ref: D2018/15691)

RECOMMENDATION(S)

That Council notes the items contained in the Information Bulletin accompanying the 6 December 2018 Ordinary Meeting of Council Agenda.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



15 REPORTS OF COMMITTEES

**15.1 CHIEF EXECUTIVE OFFICER ADVISORY COMMITTEE MEETING HELD 20 NOVEMBER 2018
(REFER TO MINUTES OF COMMITTEE – MAUVE PAGES)
REFERENCE: D2018/14429 (CEOAC) – D2018/15618**

The minutes of the Chief Executive Officers Advisory Committee meeting held on **20 November 2018** accompany and form part of this agenda – (refer to mauve section of ‘Minutes of Committees’ for Council accompanying this Agenda).

QUESTIONS

The Chairman invites general questions from members on the minutes of the Chief Executive Officers Advisory Committee.

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



**15.2 TECHNICAL ADVISORY COMMITTEE MEETING HELD 22 NOVEMBER 2018
(REFER TO MINUTES OF COMMITTEE – YELLOW PAGES)
REFERENCE: D2018/14820 (TAC) – D2018/15616**

The minutes of the Technical Advisory Committee meeting held on **22 November 2018** accompany and form part of this agenda – (refer to yellow section of ‘Minutes of Committees’ for Council accompanying this Agenda).

QUESTIONS

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

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



**15.3 RESOURCE RECOVERY COMMITTEE MEETING HELD 22 NOVEMBER 2018
(REFER TO MINUTES OF COMMITTEE – SAND PAGES)
REFERENCE: D2018/14841 (RRC) – D2018/15613**

The minutes of the Resource Recovery Committee meeting held on **22 November 2018** accompany and form part of this agenda – (refer to sand section of ‘Minutes of Committees’ for Council accompanying this Agenda).

QUESTIONS

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

RECOMMENDATION(S)

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

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



16 REPORTS OF DELEGATES

17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

17.1 NOTICE OF MOTION RECEIVED FROM CR DAW

In accordance with Clause 4.18 of the *EMRC Standing Orders Local Law 2013*, Cr Daw has given notice of his intention to move the following motion at the Ordinary Meeting of Council to be held on 6 December 2018:

"That Council changes its policy to allow deputy EMRC Council members to receive confidential papers in advance of each Council meeting along with the agenda papers."

Rationale:

Deputy members are being disadvantaged and are being limited in performing their function as deputy Council members by not having access soon enough to the confidential papers before a Council meeting. Several Deputy members have made this complaint over time that they only receive the confidential papers immediately before the meeting for which they are deputising. They do not have sufficient time to read and to get a full understanding of what is in the confidential papers at such short notice.

This motion seeks to have confidential papers sent out to deputy members at the same time as Council members receive their complete set of papers.

Officer Comments

Confidential, sensitive, and personal information, whether written, electronic, recorded, video footage or verbal is protected from unauthorised access and use under the following provisions:

- *Local Government Act 1995*, Part 5 Division 7;
- *Local Government (Administration) Regulations 1996*, Part 7;
- *Local Government (Rules of Conduct) Regulations 2007*, regulation 6 and 7;
- *EMRC Code of Conduct* section 3.1 and 3.2; and
- *EMRC Meeting Agenda/Minutes – Confidential Items Policy 1.5*

No detriment is to be caused to the Council, staff, member of public or community by any person through the release of personal, sensitive or confidential information, including information disclosed in a meeting which is closed to the public.

Section 5.93 of the *Local Government Act 1995* specifically prohibits an elected member or employee from making 'improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law:

- (a) to gain directly or indirectly an advantage for the person or any other persons; or
- (b) to cause detriment to the local government or any other person.

The penalty, on conviction, is a fine of \$10,000 or imprisonment for 2 years.

The objective of the current practice of limiting the distribution of confidential reports to Deputy Councillors is to ensure the safeguarding of the confidential information contained in the report as well as the safe return of the confidential reports.



Item 17.1 continued

All confidential reports are to be collected and/or returned to the EMRC following the relevant Council or Committee meeting. As Deputy Councillors do not always attend all Council or Committee meetings, the administrative challenges of ensuring the safe return of the report is not always guaranteed.

EMRC has reviewed the various cost effective alternatives allowed by current technology but it has been determined that no option can guarantee the perfect solution to prevent unauthorised distribution, either deliberately or accidentally.

In the interests of balancing security against accessibility, it is recommended to email a password protected electronic file containing the confidential report to Deputy Councillors. An individualised watermark of the specific Councillor will be attached to each document such that it can be identified whose copy was accessed. Individualised watermarks have been found to be the best protection for the traditional non-sanctioned release of information.

The impact of setting up and distributing 6 individualised copies is estimated to be around 20 min of officer time each report run.

In the event this Notice of Motion recommendation is passed, the EMRC Meeting Agenda/Minutes – Confidential Items Policy 1.5 will need to be appropriately amended and submitted to Council for approval at the February 2019 Ordinary Meeting of Council.

RECOMMENDATION(S)

That Council changes its policy to allow deputy EMRC Council members to receive confidential papers in advance of each Council meeting along with the agenda papers.

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR

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 14.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005

REFERENCE: D2018/15614

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.

19.2 ITEM 14.2 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE

REFERENCE: D2018/15615

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

Recording of the resolutions passed behind closed doors, namely:

19.1 ITEM 14.1 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005

REFERENCE: D2018/15614

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR

19.2 ITEM 14.2 OF THE RESOURCE RECOVERY COMMITTEE MINUTES – HAZELMERE WOOD WASTE TO ENERGY PLANT UPDATE

REFERENCE: D2018/15615

COUNCIL RESOLUTION(S)

MOVED CR

SECONDED CR



20 FUTURE MEETINGS OF COUNCIL

The next meeting of Council will be held on **Thursday 21 February 2019** at the EMRC Administration Office, 1st Floor, Ascot Place, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

Future Meetings 2019

Thursday	21 February		at	EMRC Administration Office
Thursday	21 March		at	EMRC Administration Office
Thursday	18 April	(if required)	at	EMRC Administration Office
Thursday	23 May	(if required)	at	EMRC Administration Office
Thursday	20 June		at	EMRC Administration Office
Thursday	18 July	(if required)	at	EMRC Administration Office
Thursday	22 August	(if required)	at	EMRC Administration Office
Thursday	19 September		at	EMRC Administration Office
Thursday	5 December		at	EMRC Administration Office
January 2020 (recess)				

21 DECLARATION OF CLOSURE OF MEETING