



# AGENDA

ORDINARY COUNCIL MEETING

TIME: 6.00PM

5 JULY 2018

CITY OF VINCENT

---

*Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo  
Towns of Cambridge and Victoria Park*



---

**MINDARIE REGIONAL COUNCIL  
NOTICE OF MEETING**

22 JUNE 2018

Councillors of the Mindarie Regional Council are advised that an Ordinary Meeting of the Council will be held in the Council Chambers of the City of Vincent, at 6.00 pm on Thursday 5 July 2018

The agenda pertaining to the meeting follows.

Your attendance is respectfully requested.



**GÜNTHER HOPPE**  
**ACTING CHIEF EXECUTIVE OFFICER**

**MINDARIE REGIONAL COUNCIL - MEMBERSHIP**

Cr R Fishwick JP (Russ) - <b>Chair</b>	City of Joondalup
Cr D Boothman JP (David) – <b>Deputy Chair</b>	City of Stirling
Cr M Norman (Mike)	City of Joondalup
Cr E Lumsden (Eric)	City of Perth
Cr A Guilfoyle (Andrew)	City of Stirling
Cr K Sargent (Keith)	City of Stirling
Cr S Proud JP (Stephanie)	City of Stirling
Cr E Cole (Emma)	City of Vincent
Cr R Driver (Russell)	City of Wanneroo
Cr F Cvitan JP (Frank)	City of Wanneroo
Cr K Shannon (Keri)	Town of Cambridge
Cr K Vernon (Karen)	Town of Victoria Park

NB: Although some Councils have nominated alternate members, it is a requirement that a Council carries a specific resolution for each occasion that the alternate member is to act.

---

---

**CONTENTS**

1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	4
2	ELECTION OF CHAIR.....	4
3	ELECTION OF DEPUTY CHAIR.....	4
4	ATTENDANCE/APOLOGIES/ LEAVE OF ABSENCE.....	4
5	DECLARATION OF INTERESTS.....	4
6	PUBLIC QUESTION TIME.....	4
7	ANNOUNCEMENTS BY THE PRESIDING PERSON.....	4
8	APPLICATIONS FOR LEAVE OF ABSENCE.....	4
9	PETITIONS / DEPUTATIONS / PRESENTATIONS.....	5
10	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	5
	10.1 ORDINARY COUNCIL MEETING – 31 May 2018.....	5
11	CHIEF EXECUTIVE OFFICER REPORTS.....	6
	11.1 FINANCIAL STATEMENTS FOR THE MONTHS ENDED	
	30 April 2018 AND 31 May 2018.....	6
	11.2 LIST OF PAYMENTS MADE FOR THE MONTHS ENDED	
	30 April 2018 AND 31 May 2018.....	8
	11.3 BUDGET APPROVAL – FINANCIAL YEAR 2018/19.....	9
	11.4 EXTERNAL AUDIT COMMITTEE MEMBER APPOINTMENT.....	17
12	MEMBERS INFORMATION BULLETIN – ISSUE NO. 42.....	18
13	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	18
15	URGENT BUSINESS.....	18
16	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN.....	18
17	MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC.....	19
	17.1 CEO CONTRACT OF EMPLOYMENT.....	19
18	NEXT MEETING.....	20
19	CLOSURE.....	20

---

---

**1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

**2 ELECTION OF CHAIR**

(Nominations for the office of Chairman close at 6.00 pm on 5 July 2018)  
The Acting CEO will conduct the election of the Chairman)

The Councillor elected will be required to make the declaration of office of the Chairman of the MRC.

**3 ELECTION OF DEPUTY CHAIR**

(Nominations for the office of Deputy Chairman close at 6.00 pm on 5 July 2018)  
The Chairman will conduct the election of the Deputy Chairman)

The Councillor elected will be required to make the declaration of office of the Deputy Chairman of the MRC.

**4 ATTENDANCE/APOLOGIES/ LEAVE OF ABSENCE**

**5 DECLARATION OF INTERESTS**

Declaration of Financial/Conflict of Interest to be recorded prior to dealing with each item.

Disclosure of Financial and Proximity Interests

- (a) *Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 of the Local Government Act 1995).*
- (b) *Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the Local Government Act 1995).*

Disclosure of Interest Affecting Impartiality

- (a) *Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.*

**6 PUBLIC QUESTION TIME**

**7 ANNOUNCEMENTS BY THE PRESIDING PERSON**

**8 APPLICATIONS FOR LEAVE OF ABSENCE**

---

---

<b>9</b>	<b>PETITIONS / DEPUTATIONS / PRESENTATIONS</b>
----------	--

<b>10</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>
-----------	--

**10.1 ORDINARY COUNCIL MEETING – 31 May 2018**

The Minutes of the Ordinary Council Meeting held on 31 May 2018 have been printed and circulated to members of the Council.

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Council Meeting of Council held on 31 May 2018 be confirmed as a true record of the proceedings.**

---

---

<b>11 CHIEF EXECUTIVE OFFICER REPORTS</b>
---

<b>11.1</b>	<b>FINANCIAL STATEMENTS FOR THE MONTHS ENDED 30 APRIL 2018 AND 31 MAY 2018</b>
<b>File No:</b>	<b>FIN/5-07</b>
<b>Appendix(s):</b>	<b>Appendix No. 1 Appendix No. 2</b>
<b>Date:</b>	<b>14 June 2018</b>
<b>Responsible Officer:</b>	<b>Director Corporate Services</b>

### **SUMMARY**

The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

### **BACKGROUND**

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Operating Statement by Nature – Combined
- Operating Statement by Nature – RRF Only
- Operating Statement by Function
- Statement of Financial Activity
- Statement of Reserves
- Statement of Financial Position
- Statement of Investing Activities
- Information on Borrowings
- Tonnage Report

### **DETAIL**

The Financial Statements are for the months ended 30 April 2018 and 31 May 2018 and are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the 11 months to 31 May 2018 is attached at **Appendix No. 3**.

The complete suite of Financial Statements which includes the Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the “air space” remaining and other relevant information.

---

Summary of results for the eleven-month period ended 31 May 2018

	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
	<b>t</b>	<b>t</b>	<b>t</b>
Tonnes – Members	247,359	243,969	3,390
Tonnes – Others	14,474	15,119	(645)
<b>TOTAL TONNES</b>	<b>261,833</b>	<b>259,088</b>	<b>2,745</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Revenue – Members	43,507,868	42,905,744	602,124
Revenue – Other	6,174,817	5,065,170	1,109,647
<b>TOTAL REVENUE</b>	<b>49,682,685</b>	<b>47,970,914</b>	<b>1,711,771</b>
Expenses	48,126,073	48,243,224	117,151
Profit on sale of assets	8,585	8,586	(1)
Loss on sale of assets	-	-	-
<b>NET SURPLUS</b>	<b>1,565,197</b>	<b>(263,724)</b>	<b>1,828,921</b>

Commentary

Member tonnes for the year to May 2018 are tracking above budget, mainly due to the extra City of Stirling tonnages. Trade and casuals are 645 tonnes behind budget.

The net variance to budget of \$1,828,921 reflects the ongoing reduction in budgeted tonnage and RRF operating expenditures, offset by decreased tonnage related expenditure (DWER Levy). The net forecast position for the end of the year was forecast to be a deficit of \$1.8m, however this has improved significantly as a result of some unforeseen changes, including:

- City of Stirling extra tonnage in the last quarter (during Balcatta maintenance); and
- Higher sale of Renewable Energy Credits (RECs) than what was anticipated

The overall trend of reduction in waste to landfill is consistent with the MRC's vision of 'Winning Back Waste', but will over time see the cost per tonne to landfill for the remaining waste increasing proportionally.

**VOTING REQUIREMENT**

Simple Majority

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Financial Statements set out in Appendix No. 1 and 2 for the months ended 30 April 2018 and 31 May 2018 are received.**

<b>11.2</b>	<b>LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 30 APRIL 2018 AND 31 MAY 2018</b>
<b>File No:</b>	<b>FIN/5-06</b>
<b>Appendix(s):</b>	<b>Appendix No. 4 Appendix No. 5</b>
<b>Date:</b>	<b>13 June 2018</b>
<b>Responsible Officer:</b>	<b>Acting Director Corporate Services</b>

### SUMMARY

The purpose of this report is to provide details of payments made during the periods identified. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

### COMMENT

The lists of payments for the months ended 30 April 2018 and 31 May 2018 are at **Appendix 4 and 5** to this Item and are presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 14 September 2017, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the MRC is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

<b>Months Ended</b>	<b>Account</b>	<b>Vouchers</b>	<b>Amount</b>
30 April 2018	General Municipal	Cheques	\$12,314.10
		EFT	\$5,926,166.56
		DP	\$421,230.52
		Inter account transfers	<u>\$2,500,000.00</u>
		<b>Total</b>	<b>\$8,859,711.18</b>
31 May 2018	General Municipal	Cheques	\$4,862.51
		EFT	\$2,639,906.87
		DP	\$267,191.88
		Inter account transfers	<u>\$0.00</u>
		<b>Total</b>	<b>\$2,911,961.26</b>

### VOTING REQUIREMENT

Simple Majority

### RESPONSIBLE OFFICER RECOMMENDATION

**That the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 30 April 2018 and 31 May 2018, be noted.**



---

<b>11.3</b>	<b>BUDGET APPROVAL – FINANCIAL YEAR 2018/19</b>
<b>File No:</b>	<b>FIN/146</b>
<b>Appendix(s):</b>	<b>Appendix No. 6</b>
<b>Date:</b>	<b>14 June 2018</b>
<b>Responsible Officer:</b>	<b>Acting Director of Corporate Services</b>

### **SUMMARY**

The purpose of this Item is to present the Budget for 2018/19 to the Council for approval and adoption.

### **BACKGROUND**

The 2018/19 budget process commenced in March 2018 and included one workshop held with Councillors and Officers on 31 May 2018.

The underlying operating budget has been developed from a 'zero base' in discussion with the managers across the business and has been reviewed in detail to ensure that the Mindarie Regional Council (MRC) continues to deliver its current service offering in an efficient, cost effective manner.

The budget has been premised largely on a 'business-as-usual' basis. In addition to the MRC's normal operations however, a redesign of the transfer station at Tamala Park has been included in this year's budget of \$200k and \$522k for new leachate processing infrastructure.

The budget also contemplates the MRC continuing in its waste supply deed with the Western Metropolitan Regional Council (WMRC), whereby the MRC will supply up to 24,000 tonnes of Municipal Solid Waste (MSW) to the WMRC and in return, the WMRC will supply the MRC with an equivalent amount of processed residues. This will assist the WMRC in meeting its contractual obligations in respect of the DiCom facility. The arrangement has been structured in such a way that it has no impact on the MRC's gate fee.

Some of the significant changes between the 2017/18 and 2018/19 budgets include:

- A decrease in expected Member tonnes from 252,090 to 200,442 tonnes (20%) based on information provided by the member councils;
  - The inclusion of \$300k of project costs for the Face Your Waste campaign
  - The inclusion of \$522k of project costs for the environmental leachate processing project
  - The inclusion of the transfer station redesign project of \$200k
  - The increase of the landfill levy from \$65 to \$70 per tonne landfilled, effective from 1 July 2018.
-

---

The table below outlines the changes in the Members' and Non-members' gate fees (excluding GST) for the 2017/18 financial year.

	2018/19	2017/18 Mid Year	2017/18
Members' Gate Fee	<b>\$205.00</b>	\$180.00	<b>\$174.00</b>
Non-members' Gate Fee	<b>\$192.72</b>	\$190.91	<b>\$190.91</b>

This represents an increase of \$31 per tonne (15%) year-on-year in the Members' gate fee. This increase in the Members' gate fee is driven primarily by the tonnage reduction and the per tonne increase in the DWER landfill levy (\$5).

The Non-members' gate fee has been increased by an inflationary increment of \$1.81 per tonne.

## DETAIL

### Budget 2018/19

The Budget for 2018/19 has been set to achieve a \$2.1 million surplus. The proposed surplus has been set intentionally to assist with the funding of long-term site post closure liabilities and to re-establish (in part) the participants' surplus reserve if necessary by end June 2018.

Significant changes in year-on-year operating costs are outlined in more detail below.

### Employee costs

Employee costs have decreased by \$347k which is primarily driven by savings in the landfill area due to a change in roster structure to address the reducing tonnages.

### Consultants and contract labour

Consultants and contract labour has decreased by \$517k mainly due to waste audit budget not being needed for the 18/19 budget year.

### RRF costs

The RRF costs have increased by \$1.9m directly attributed to the increase in MRC members' gate fee, and contractual indexed increase in the contractor's fees.

### WMRC processing costs

The 2018/19 budget includes a \$4,920,000 expense in respect of 24,000 tonnes which the MRC is contracting to deliver to the WMRC for processing, which is the subject of a separate report to Council. These tonnes will be processed by the WMRC and they will charge the MRC a fee equivalent to the MRC Members' gate fee of \$205 per tonne.

This expense is offset by an equal revenue amount whereby the MRC will receive 24,000 tonnes of residue from the WMRC for landfilling at Tamala Park, for which the WMRC will be charged the MRC Members' gate fee of \$205 per tonne. The net financial effect of the transaction will be nil.

---

**DWER Landfill Levy**

The Department of Water and Environmental Regulation (DWER) landfill levy expense has decreased by \$2.3m which primarily reflects the increase in the levy from \$65 to \$70 per tonne offset by a reduction in the number of tonnes being landfilled for the year.

There is no clarification of any further increases after this budget year as yet.

**Tonnages**

Approximately 200,442 tonnes (Budget 2017/18: 252,090 tonnes) of waste are expected to be delivered to the MRC by Member Councils during the course of the year.

Of this, 100,000 tonnes (Budget 2017/18: 100,000 tonnes) is expected to be diverted to the RRF, which will in turn generate 48,700 tonnes (Budget 2017/18: 48,700 tonnes) of residue which will be sent back to Tamala Park. The RRF waste diversion target is set at 51.3%.

Non-members are expected to deliver 15,800 tonnes (Budget 2017/18: 16,400 tonnes) to Tamala Park.

**Capital Expenditure**

The following capital expenditures have been included in the Budget for 2018/19:

New capital expenditures

		\$
• Office furniture and equipment		72,300
- Furniture and equipment	7,300	
- Air Conditioning Units	65,000	
• Computer equipment		105,500
- Server upgrades	19,000	
- Admin server UPS and desktops	26,500	
- Document management system	60,000	
• Plant and equipment		2,594,000
- Repl. Bomag Compactor	1,700,000	
- Repl. Sumitomo Excavator	150,000	
- Repl. Small Vehicles (x4)	152,000	
- Repl. Komatsu Loaders (x2)	190,000	
- Repl. Skid Steer Loader	15,000	
- Repl. 30T Dump Truck	55,000	
- Repl. Hook Lift Bins (x6)	72,000	
- Repl. Tarpomatic Tarps (x2)	25,000	
- Small Equipment and radios	10,000	
- Cardboard Compactors (x2)	225,000	

---

• Infrastructure		1,145,340
- Gas monitoring units	35,000	
- Leachate treatment project	522,000	
- Environmental drilling	115,000	
- Airwell pumps (x2)	16,000	
- Irrigation new shop	10,000	
- Compressor back up	44,121	
- Transfer station extension	200,000	
- Cell development lining	203,219	
		<b>3,917,140</b>

Carried forward capital expenditures

• Cardboard compactors	50,000
• New telephone system	15,000
• Repl. Toyota Forklift	28,000
• Repl. Komatsu Loaders (x2)	580,000
• Repl. Excavator	200,000
• Repl. Skid steer loader	90,000
• Repl. 30T Dump truck	360,000
• Kitchen, ablution upgrade tipface	20,000
• Weighbridge RRF	20,000
• Weighbridge TP	20,000
• Recycling centre renovations	145,296
	<b>1,528,296</b>

**Total Capital expenditure** **5,445,436**

---

---

## Reserves

The revised Cash Backed Reserves with the projected balances at 30 June 2019 are expected to be as follows:

### Site rehabilitation Reserve

Estimated balance at 30 June 2019: \$10,582,944

Purpose: *To be used to fund post closure site rehabilitation costs associated with the Tamala Park landfill site.*

A transfer of \$395,588 to this reserve is anticipated during the course of the 2018/19 financial year with no anticipated drawdowns on the reserve.

This will result in a funded reserve of approximately \$10.5 million to cover an estimated post closure liability of approximately \$15.9 million. As a result, the post closure liabilities will be 68% funded. This means that funding for these liabilities is lagging behind where it should be when compared with the amount of the landfill capacity that has been consumed (approximately 80%). The unfunded portion of the post closure liabilities will need to be funded over the remaining life of the landfill.

### Reserve for Capital Expenditure

Estimated balance at 30 June 2019: \$708,348

Purpose: *To be used to fund the ongoing capital expenditure requirements.*

A transfer of \$5,445,436 to this reserve is anticipated during the course of the year with drawdowns to fund capital expenditures of \$5,445,436 withdrawn from the reserve.

### Participants' Surplus Reserve Account

Estimated balance at 30 June 2019: \$2,000,000

Purpose: *To be used to fund any deficit or part of a deficit as shown in the annual financial report of the MRC.*

No allocations are proposed to this reserve in the 2018/19 financial year.

### Carbon Abatement Reserve

Estimated balance at 30 June 2019: \$491,076

Purpose: *To be used to fund carbon abatement projects.*

MRC plan to investigate the suitability of solar being installed to the new recycling shop upon completion of the renovations.

## Surplus

The budget shows a forecast surplus of \$2.1 million. It is proposed that the surplus will be allocated in part to the Site Rehabilitation Reserve and in part to the re-establishment of the participants' surplus reserve.

---

### **Funding Plan**

- Operational expenditures will be funded from the proceeds of the Members' and Non-members' gate fees.
- Capital Expenditure will be funded from the Capital Expenditure Reserve.

### **SUMMARY OF APPENDICES**

Attachment to this Item is as follows:

- Appendix No. 6 – Statutory Budget and Supplementary Information

### **CONSULTATION**

One workshop for Councillors and Officers was conducted in May 2018 to discuss the 2018/19 Budget. The participants indicated that they did not feel a second budget workshop was required. Feedback from the workshop has been taken into account in compiling this final draft of the budget.

### **STATUTORY ENVIRONMENT**

Budget approval is required by end of August 2018 in accordance with section 6.2 of the Local Government Act 1995 (as amended).

Modifications of existing reserves and creation of new reserves is done in compliance with section 6.11 of the Local Government Act 1995 (as amended).

### **POLICY IMPLICATIONS**

The 2018/19 budget process is consistent with existing MRC policy.

### **FINANCIAL IMPLICATIONS**

The Members' gate fee will be set at \$205 per tonne (excluding GST) for the 2018/19 financial year.

The Non-members' gate fee will be set at \$192.72 per tonne (excluding GST) for the 2018/19 financial year.

An estimated surplus of \$2.1 million is budgeted for the 2018/19 financial year.

Capital expenditure of \$5,445,436 is budgeted for the 2018/19 financial year, of which \$1,528,296 is carry forward expenditure.

### **STRATEGIC IMPLICATIONS**

The Budget for 2018/19 has been derived from the MRC's Strategic Community Plan, the Corporate Business Plan, the Asset Management Plan, the Workforce Plan and the 20 year Financial Plan and is consistent with these documents, in compliance with section 6.2(2) of the Local Government Act 1995 (as amended).

In developing the 2018/19 budget, the funding required for the activities outlined in the Corporate Business Plan have been taken into account.

---

**VOTING REQUIREMENT**

Absolute Majority

**ADDITIONAL COMMENTS**

Subsequent to the budget workshop held on 31 May 2018, the following material adjustments have been made to the budget:

- Income: Gas Generations Sales (REC's) has increased by \$150k
- Income: Shop Sales income has increased by \$100k

The Members' gate fee has not been adjusted for the impacts of any of these changes.

---

---

## RESPONSIBLE OFFICER RECOMMENDATION

That Council:

- (i) adopt the Budget for the Mindarie Regional Council for 2018/19 financial year
- (ii) endorse the on-going strategy of deferred payment of operational surpluses, as approved by Council at its August 2005 meeting, for the 2005/06 financial year and future years to meet its on-going capital requirements
- (iii) Approve the Capital Budget Program of \$5,445,436 for 2018/19 as follows:

**New capital expenditures**

	\$
• Buildings	-
• Office furniture and equipment	72,300
• Computer equipment	105,500
• Plant and equipment and vehicles	2,594,000
• Infrastructure	<u>1,145,340</u>
	3,917,140

**Carried forward capital expenditures**

• Cardboard compactors	50,000
• New telephone system	15,000
• Repl. Toyota Forklift	28,000
• Repl. Komatsu Loaders (x2)	580,000
• Repl. Excavator	200,000
• Repl. Skid steer loader	90,000
• Repl. 30T Dump truck	360,000
• Kitchen, ablution upgrade tipface	20,000
• Weighbridge RRF	20,000
• Weighbridge TP	20,000
• Recycling centre renovations	<u>145,296</u>
	1,528,296

**Total Capital expenditure** **5,445,436**

- (v) approve that \$395,588 will be transferred from the Operating Surplus to the Site Rehabilitation Reserve.
- (vi) approve that \$3,917,140 be transferred from the Reserve for Capital Expenditure to Operating Surplus to fund capital expenditures.
- (vii) approve that any funds required for carbon abatement projects be transferred from the Carbon Abatement Reserve to the Operating Surplus.
- (viii) approve that all interest earned on cash funds associated with cash-backed reserves will not be credited to the respective reserves.

*(Absolute Majority Required)*

---



---

<b>11.4</b>	<b>EXTERNAL AUDIT COMMITTEE MEMBER APPOINTMENT</b>
<b>File No:</b>	<b>COR/22-07</b>
<b>Appendix(s):</b>	<b>None</b>
<b>Date:</b>	<b>14 June 2018</b>
<b>Responsible Officer:</b>	<b>Acting Director Corporate Services</b>

## **SUMMARY**

The MRC has historically appointed an external audit committee member to the MRC Audit Committee in line with good governance practice.

The incumbent external member's appointment expired at the end of April 2018 and she indicated that she did not wish to be considered for re-appointment.

As a result, the recruitment process for a new external audit committee member was approved at the March 2018 Audit Committee meeting.

The advert was placed in the West Australian and on the Australian Institute of Company Directors (AICD) website. The adverts resulted in four suitable applications being received. The MRC arranged a face-to-face informal chat with each of the applicants, at which stage one applicant withdrew his application.

## **COMMENT**

The MRC met with each of the candidates and provided resumes and brief details to the audit committee members on 14 June 2018.

The Audit Committee discussed the 3 applicants and recommended that Phillip Draber be put forward as the most suitable candidate.

There is no remuneration payable for this position, however the member can be compensated for expenses associated with enabling them to discharge their duties of the role up to an annual limit of \$1,000.

## **VOTING REQUIREMENT**

Simple Majority

## **AUDIT COMMITTEE RECOMMENDATION**

- 1) That Council appoint Phillip Draber as the MRC external audit committee member, subject to his acceptance of the appointment, for the period from 5 July 2018 to 19 October 2019, the date of the next Local Government Elections.**
  - 2) That Council endorse that Phillip Draber be considered as a candidate for the role of MRC external audit committee member for the period from 20 October 2019 to 30 June 2020.**
-

**12 MEMBERS INFORMATION BULLETIN – ISSUE NO. 42**

**RESPONSIBLE OFFICER RECOMMENDATION**

That the Members Information Bulletin Issue No. 42 be received.

**13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**15 URGENT BUSINESS**

**16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

---

---

**17 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

**This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.**

**17.1 CEO CONTRACT OF EMPLOYMENT**

<b>File No:</b>	<b>PER/95</b>
<b>Attachments(s):</b>	<b>CEO CONTRACT OF EMPLOYMENT</b>
<b>Date:</b>	<b>5 July 2018</b>
<b>Responsible Officer:</b>	<b>HUMAN RESOURCE OFFICER</b>

THIS IS A LATE CONFIDENTIAL ITEM, NOT FOR PUBLIC VIEWING  
TO BE SENT UNDER SEPARATE COVER TO MRC COUNCILLORS

---

**18 NEXT MEETING**

*Next meeting to be held on Thursday 6 September 2018 in the Council Chambers at City of Perth commencing at 6.00 p.m. Please note a strategic workshop will immediately follow the meeting.*

**19 CLOSURE**

---