



MINUTES

**ORDINARY COUNCIL MEETING HELD ON
THURSDAY 20 APRIL 2023 BY VIDEO
CONFERENCING**

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1. DECLARATION AND OPENING/ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open at 6.48pm noting that he had approved the attendance via Video Conferencing.

2. ATTENDANCE AND APOLOGIES**Councillors**

Cr David Bolt	Shire of Murray (Chairman)
Cr Kerry Busby	City of Armadale
Cr Emma Flynn	City of Armadale
Cr Glenn Dewhurst	City of Gosnells
Cr Peter Abetz	City of Gosnells
Cr Peter Rogers	City of Mandurah
Cr Jenny Green	City of Mandurah
Cr Steve Lee	Shire of Murray
Cr Morgan Byas	Shire of Serpentine Jarrahdale
Cr Dean Strautins	Shire of Serpentine Jarrahdale
Cr Ken Manolas	City of South Perth
Mayor Greg Milner	City of South Perth

Apologies

Nil

RRC Officers

John McNally Chief Executive Officer

Member Council Officers

Mike Andrews	Executive Director Technical Services	City of Armadale
Neil Burbridge	Head of Environment and Sustainability	City of Armadale
Kyle Boardman	Coordinator Waste Management	City of Mandurah
Martyn Glover	Director Infrastructure	City of Gosnells
Alan Smith	Director Technical Services	Shire of Murray
Anita Amprimo	Director Infrastructure Services	City of South Perth
Reza Najafzadeh	Director Infrastructure Services	Shire of Serpentine Jarrahdale

Apologies - Member Council Officers

Matthew Hall	Director Works and Services	City of Mandurah
Maria Hulls	Manager Development and Sustainability	City of Gosnells

3. DISCLOSURE OF INTEREST

Nil

4. ANNOUNCEMENTS BY THE CHAIR WITHOUT DISCUSSION

- Chaired Ordinary Council Meeting 16 February 2023 and Special Council Meeting 16 March 2023 via Video Conferencing;
- A number of discussions with the CEO.

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6. PUBLIC QUESTION TIME

Nil

7. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8. PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**9.1 Confirmation of the Minutes of the Ordinary Council Meeting 16 February 2023 and Special Council Meeting 16 March 2023****MOVED DEWHURST/LEE**

That the Minutes of the meetings held on the 16 February 2023 and 16 March 2023 be **CONFIRMED** as true and correct records.

CARRIED 12/0

10. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

11. QUESTIONS WITHOUT NOTICE

Nil

12. ANNOUNCEMENTS OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

19.1 – Waste to Energy Plant – Project Completion.

13. BUSINESS NOT DEALT WITH FROM PREVIOUS MEETING

Nil

14. REPORTS OF OFFICERS**14.1 Payments for the Period 1 February 2023 to 31 March 2023****MOVED ROGERS/ABETZ**

Council **ENDORSE** the following list of payments covering the period 1 February 2023 to 31 March 2023.

CARRIED 12/0

PAYMENT SUMMARY – February 2023

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
065	06.02.23	Australian Taxation Office	Business Activity Statement – October to December 2022	977.00
066	06.02.23	ATO Super Clearing House	Super Guarantee and Salary Sacrifice – January 2023	2,189.64
067	08.02.23	NextPhaze Business Solutions	Cloud File Storage – February 2023	422.90
068	08.02.23	Rivers Regional Council	Salaries	3,257.53
069	08.02.23	Herbert Smith Freehills	Legal Fees – Waste to Energy Project – to be Recouped	6,779.30
070	22.02.23	Rivers Regional Council	Salaries	3,257.53
071	22.02.23	Australian Taxation Office	Payroll Tax – January 2023	1,944.00
072	22.02.23	Marketforce	Advertising – The West Australian – 2023 Meeting Dates	620.37
			TOTAL FOR FEBRUARY	\$19,448.27

PAYMENT SUMMARY – March 2023

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
073	02.03.22	National Australia Bank	Credit Card – February 2023 (MYOB February \$130.00, Card Fee \$9.00)	139.00
074	02.03.23	Itomic Web/App Specialists	Monthly Website Hosting – March 2023	56.00
075	02.03.23	ATO Super Clearing House	Super Guarantee and Salary Sacrifice – February 2023	2,189.64
076	08.03.23	Rivers Regional Council	Salaries	3,257.53
077	08.03.23	NextPhaze Business Solutions	Cloud File Storage – March 2023	422.90
078	10.03.23	Herbert Smith Freehills	Legal Fees – Waste to Energy Project – to be recouped	8,591.88
079	17.03.23	Australian Taxation Office	Payroll Tax –February 2023	1,944.00
080	22.03.23	Itomic Web/App Specialists	Monthly Website Hosting –April 2023	56.00
081	22.03.22	Rivers Regional Council	Salaries	3,257.53
082	31.03.23	National Australia Bank	Credit Card – March (Aust Post – PO Box Renewal \$229.00, MYOB March 2023 \$130.00, Card Fee \$9.00)	368.00
			TOTAL FOR MARCH	\$20,282.48

14.2 Financial Report for the Period 1 February 2023 to 31 March 2023**MOVED DEWHURST/GREEN**

That Council:

1. **APPROVES** a Budget amendment for revenue Budget item “other income” for reimbursement of legal expenses from \$9,200 to \$23,200.
2. **APPROVES** a Budget amendment for expenditure budget item “legal expenses” from \$9,200 to \$23,200, and
3. **ADOPTS** the financial statements for 1 February 2023 to 31 March 2023 as follows;

CARRIED 12/0

FEBRUARY

INCOME STATEMENT BY PROGRAM

YTD % is	67%
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ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	BUDGET YTD \$	ACTUAL YTD \$	YTD ACTUAL VARIANCE	ACTUAL TO BUDGET %
Operating Revenue						
General Purpose Funding	50	2,000	1,333	1,639	22.96%	82.0%
Governance	312,100	312,100	312,100	312,100	0.00%	100.0%
Total Operating Revenue	312,150	314,100	313,433	313,739	0.10%	100.1%
Operating Expenditure						
Governance	(312,100)	(310,500)	(174,267)	(172,152)	(1.21)%	55.4%
Total Operating Expenditure	(312,100)	(310,500)	(174,267)	(172,152)	(1.21)%	55.4%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	50	3,600	139,167	141,587	1.74%	101.7%

GENERAL PURPOSE INCOME**YTD % is 67%**

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	50	2,000	1,639	82%
Total Operating Revenue	50	2,000	1,639	82%

GOVERNANCE**YTD % is 67%**

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Contribution from Member Councils	312,100	312,100	312,100	100%
Total Operating Revenue	312,100	312,100	312,100	100%
Operating Expenditure				
Meetings	(500)	(500)	0	0%
Sitting Fees	(108,000)	(108,000)	(54,075)	50%
Conferences & Seminars	(500)	(500)	0	0%
Travel	(100)	(100)		
Administration Allocation	(203,000)	(201,400)	(118,077)	59%
Total Operating Expenditure	(312,100)	(310,500)	(172,152)	55%

ADMINISTRATION**YTD % is 67%**

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Other Income	0	9,200	15,387	
Total Operating Revenue	0	9,200	15,387	
Operating Expenditure				
Salaries & Wages	(120,000)	(120,000)	(77,276)	64%
Superannuation	(18,000)	(18,000)	(12,211)	68%
Leave Accruals	(4,000)	(4,000)	0	0%
Insurance - Workers Compensation	(1,800)	(2,700)	(2,633)	98%
Accounting and Audit Services	(36,000)	(36,000)	(7,310)	20%
Bank Fees	(300)	(300)	(144)	48%
Advertising	(300)	(300)	(564)	188%
Information Technology	(6,500)	(6,500)	(5,078)	78%
Insurance - Other	(9,700)	(11,200)	(11,152)	100%
Legal Services	(4,000)	(9,200)	(15,387)	167%
Other Office Expenses	(400)	(400)	(131)	33%
Consultants	(2,000)	(2,000)	(1,579)	79%
Total Operating Expenditure	(203,000)	(210,600)	(133,464)	63%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	188,418
Reserve	0
Cash Management a/c Reserve Funds	268,994
Cash Management a/c Municipal Funds	74,379
Term Deposit Reserve Investment**	0
Debtors/Accrued Income	15,945
Total Current Assets	547,736
Current Liabilities	
Creditors & Accounts payable	5,272
Leave Provisions	29,006
Total Current Liabilities	34,278
Net Current Assets	513,457
Less:	
Accumulated Surplus	102,876
Restricted assets	268,994
Total Equity	371,870
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	141,587
FINANCIAL RATIOS IN RELATION TO YTD FIGURES	
CURRENT RATIO	
Current Assets less Restricted Assets	278,741
Current Liabilities less Liabilities Associated with Restricted Current Assets	5,272
Current Ratio =	52.87
DEBT RATIO	
Total Liabilities	38,799
Total Assets	544,317
Debt Ratio =	0.0713
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	141,587

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	50	2,000	1,639
Total Operating Revenue	50	2,000	1,639
<u>Less:</u>			
Operating Expenditure			
Governance	(312,100)	(310,500)	(172,152)
Total Operating Expenditure	(312,100)	(310,500)	(172,152)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(312,050)	(308,500)	(170,513)
<u>Less:</u>			
Transfer funds to member Councils	(356,185)	(357,659)	0
<u>Plus:</u>			
Transfers from Reserves	268,993	268,993	0
<u>Plus:</u>			
Surplus Carry Fwd from Previous Yr	125,542	123,466	123,466
Write Back:			
Leave Entitlements Paid Out	(38,400)	(38,400)	
Contributions from Member Councils	312,100	312,100	312,100
SURPLUS / (DEFICIT)	0	0	265,053
Net Change in Assets Resulting from Operations	50	3,600	141,587
Transfer (to)/from Reserves (net)	(87,192)	(88,666)	0
Leave Entitlements Paid Out	(38,400)	(38,400)	
Surplus Brought Forward	125,542	123,466	123,466
SURPLUS	0	0	265,053

MARCH 2023

INCOME STATEMENT BY PROGRAM

YTD % is	75%
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ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	BUDGET YTD \$	ACTUAL YTD \$	YTD ACTUAL VARIANCE %	ACTUAL TO BUDGET %
Operating Revenue						
General Purpose Funding	50	2,000	1,500	2,003	33.50%	100.1%
Governance	312,100	312,100	312,100	312,100	0.00%	100.0%
Total Operating Revenue	312,150	314,100	313,600	314,103	0.16%	100.2%
Operating Expenditure						
Governance	(312,100)	(310,500)	(189,300)	(183,760)	(2.93)%	59.2%
Total Operating Expenditure	(312,100)	(310,500)	(189,300)	(183,760)	(2.93)%	59.2%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	50	3,600	124,300	130,343	4.86%	104.9%

GENERAL PURPOSE INCOME**YTD % is 75%**

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	50	2,000	2,003	100%
Total Operating Revenue	50	2,000	2,003	100%

GOVERNANCE**YTD % is 75%**

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Contribution from Member Councils	312,100	312,100	312,100	100%
Total Operating Revenue	312,100	312,100	312,100	100%
Operating Expenditure				
Meetings	(500)	(500)	0	0%
Sitting Fees	(108,000)	(108,000)	(54,075)	50%
Conferences & Seminars	(500)	(500)	0	0%
Travel	(100)	(100)		
Administration Allocation	(203,000)	(201,400)	(129,685)	64%
Total Operating Expenditure	(312,100)	(310,500)	(183,760)	59%

ADMINISTRATION**YTD % is 75%**

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Other Income	0	9,200	23,198	
Total Operating Revenue	0	9,200	23,198	
Operating Expenditure				
Salaries & Wages	(120,000)	(120,000)	(86,471)	72%
Superannuation	(18,000)	(18,000)	(13,665)	76%
Leave Accruals	(4,000)	(4,000)	0	0%
Insurance - Workers Compensation	(1,800)	(2,700)	(2,633)	98%
Accounting and Audit Services	(36,000)	(36,000)	(7,310)	20%
Bank Fees	(300)	(300)	(172)	57%
Advertising	(300)	(300)	(564)	188%
Information Technology	(6,500)	(6,500)	(5,800)	89%
Insurance - Other	(9,700)	(11,200)	(11,152)	100%
Legal Services	(4,000)	(9,200)	(23,198)	252%
Other Office Expenses	(400)	(400)	(339)	85%
Consultants	(2,000)	(2,000)	(1,579)	79%
Total Operating Expenditure	(203,000)	(210,600)	(152,883)	73%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	180,651
Reserve	0
Cash Management a/c Reserve Funds	268,994
Cash Management a/c Municipal Funds	74,742
Term Deposit Reserve Investment**	0
Debtors/Accrued Income	12,885
Total Current Assets	537,272
Current Liabilities	
Creditors & Accounts payable	6,054
Leave Provisions	29,006
Total Current Liabilities	35,059
Net Current Assets	502,213
Less:	
Accumulated Surplus	102,876
Restricted assets	268,994
Total Equity	371,870
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	130,343
CURRENT RATIO	
Current Assets less Restricted Assets	268,278
Current Liabilities less Liabilities Associated with Restricted Current Assets	6,053
Current Ratio =	44.32
DEBT RATIO	
Total Liabilities	38,706
Total Assets	532,979
Debt Ratio =	0.0726
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	130,343

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	50	2,000	2,003
Total Operating Revenue	50	2,000	2,003
<u>Less:</u>			
Operating Expenditure			
Governance	(312,100)	(310,500)	(183,760)
Total Operating Expenditure	(312,100)	(310,500)	(183,760)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(312,050)	(308,500)	(181,757)
<u>Less:</u>			
Transfer funds to member Councils	(356,185)	(357,659)	0
<u>Plus:</u>			
Transfers from Reserves	268,993	268,993	0
<u>Plus:</u>			
Surplus Carry Fwd from Previous Yr	125,542	123,466	123,466
Write Back:			
Leave Entitlements Paid Out	(38,400)	(38,400)	
Contributions from Member Councils	312,100	312,100	312,100
SURPLUS / (DEFICIT)	0	0	253,809
Net Change in Assets Resulting From Operations	50	3,600	130,343
Transfer (to)/from Reserves (net)	(87,192)	(88,666)	0
Leave Entitlements Paid Out	(38,400)	(38,400)	
Surplus Brought Forward	125,542	123,466	123,466
SURPLUS	0	0	253,809

14.3 CEO Report

MOVED MANOLAS/GREEN

That:

The CEO'S report be RECEIVED

CARRIED 12/0

14.4 Policy Review

MOVED ROGERS/LEE

That Council APPROVE the Policy Manual.

CARRIED 12/0

(ABSOLUTE MAJORITY ACHIEVED)

15. REPORTS OF COMMITTEES

Nil

16. REPORTS OF DELEGATES

Nil

17. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

18. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR BY DECISION OF THE MEETING

Nil

19. CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

19.1 – Waste to Energy Plant – Project Completion

MOVED DEWHURST/MILNER

That Council moved behind closed doors.

CARRIED 12/0

MOVED BUSBY/DEWHURST

That Council moved into open session

CARRIED 12/0

MOVED STRAUTINS/DEWHURST

That the Recommendation contained in the Confidential Report be adopted.

CARRIED 12/0

20. ADVICE OF NEXT MEETING

The next Ordinary Council Meeting will be on **Thursday 15 June 2023** at the **City of Gosnells**.

21. CLOSURE

There being no further business the meeting closed at 7.11pm