



MINUTES

**ORDINARY COUNCIL MEETING HELD ON
THURSDAY 17 AUGUST 2023 BY VIDEO
CONFERENCING**

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1. DECLARATION AND OPENING/ANNOUNCEMENT OF VISITORS

The Chairman declared meeting open at 6.48pm.

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 Ken Manolas	City of South Perth
Mayor Greg Milner	City of South Perth

Apologies

Cr Dean Strautins	Shire of Serpentine Jarrahdale
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RRC Officers

John McNally	Chief Executive Officer
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Member Council Officers

Neil Burbridge	Head of Environment and Sustainability	City of Armadale
Matthew Hall	Director Works and Services	City of Mandurah
Martyn Glover	Director Infrastructure	City of Gosnells
Darrell Monteiro	Manager Waste and Fleet	Shire of Serpentine Jarrahdale

Apologies - Member Council Officers

Mike Andrews	Executive Director Technical Services	City of Armadale
Kyle Boardman	Coordinator Waste Management	City of Mandurah
Alan Smith	Director Infrastructure Services	Shire of Murray
Anita Amprimo	Director Infrastructure Services	City of South Perth
Reza Najafzadeh	Director Infrastructure Services	Shire of Serpentine Jarrahdale

3. DISCLOSURE OF INTEREST

Nil

4. ANNOUNCEMENTS BY THE CHAIR WITHOUT DISCUSSION

- Chaired Ordinary Council Meeting Thursday 15 June 2023 at the City of Gosnells;
- 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 15 June 2023****MOVED ABETZ/DEWHURST**

That the Minutes of the meetings held on the 15 June 2023 be **CONFIRMED** as true and correct record.

CARRIED 9/0

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

Nil

13. BUSINESS NOT DEALT WITH FROM PREVIOUS MEETING

Nil

14. REPORTS OF OFFICERS**14.1 Payments for the Period 1 June 2023 to 31 July 2023**

Cr's Green and Manolas joined the meeting during consideration of this item.

MOVED LEE/MILNER

Council **ENDORSE** the following list of payments covering the period 1 June 2023 to 31 July 2023.

CARRIED 11/0

PAYMENT SUMMARY – June 2023

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
104	06.06.23	ATO Super Clearing House	Super Guarantee and Salary Sacrifice – May 2023	3,284.46
105	06.06.23	NextPhaze Business Solutions	Cloud file storage – June 2023	422.90
106	09.06.23	MYOB	Subscription June 2023	136.00
107	09.06.23	Herbert Smith Freehills	Wte Project – legal fees	9,684.13
108	14.06.23	Rivers Regional Council	Salaries	3,257.53
109	18.06.23	Australian Taxation Office	Payroll Tax – May 2023	2,916.00
110	23.06.23	ATO Super Clearing House	Super Guarantee and Salary Sacrifice – June 2023	2,189.64
111	23.06.23	Rivers Regional Council	Sitting fees – April to June 2023	27,437.50
112	28.06.23	Rivers Regional Council	Salaries	3,257.53
113	30.06.23	National Australia Bank	Credit Card fee – June 2023	9.00
			TOTAL FOR JUNE	\$52,594.69

PAYMENT SUMMARY – July 2023

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
001	03.07.23	Itomic Web/App Specialists	Website hosting – July 2023	56.00
002	07.07.23	R&Y Ruitenga	Accounting services – January to March 2023	3,730.00
003	10.07.23	MYOB	Subscription – July 2023	136.00
004	12.07.23	LGIS	Various Policy cover – six months – 2023 – 2024	7,379.14
005	12.07.23	Rivers Regional Council	Salaries	3,257.52
006	14.07.23	NextPhaze Business Solutions	Cloud file storage – July 2023	422.90
007	26.07.23	Rivers Regional Council	Salaries	3,257.52
008	26.07.23	Itomic Web/App Specialists	Website hosting – August 2023	56.00
009	31.07.23	National Australia Bank	Credit Card – July 2023 – Card fee (\$9.00), Summit Ink – CEO printer (\$145.55)	154.55
010	31.07.23	Herbert Smith Freehills	Waste to Energy Project – legal fees	11,625.79
			TOTAL FOR JULY	\$30,075.42

14.2 Financial Report for the Period 1 June 2023 to 30 June 2023**MOVED MILNER/ABETZ**

Council adopts the financial statements for 1 June 2023 to 30 June 2023 as follows.

CARRIED 11/0

INCOME STATEMENT BY PROGRAM

YTD % is 100%

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL YTD \$	YTD ACTUAL VARIANCE \$	ACTUAL TO BUDGET %
Operating Revenue					
General Purpose Funding	50	3,000	3,131	4.37%	104.4%
Governance	312,100	312,100	312,100	0.00%	100.0%
Total Operating Revenue	312,150	315,100	315,231	0.04%	100.0%
Operating Expenditure					
Governance	(312,100)	(335,250)	(334,082)	(0.35)%	99.7%
Total Operating Expenditure	(312,100)	(335,250)	(334,082)	(0.35)%	99.7%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	50	(20,150)	(18,851)	(6.45)%	93.6%

GENERAL PURPOSE INCOME**YTD % is 100%**

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	50	3,000	3,131	104%
Total Operating Revenue	50	3,000	3,131	104%

GOVERNANCE**YTD % is 100%**

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)	(108,950)	101%
Conferences & Seminars	(500)	(500)	0	0%
Travel	(100)	(100)	0	
Administration Allocation	(203,000)	(226,150)	(225,132)	100%
Total Operating Expenditure	(312,100)	(335,250)	(334,082)	100%

ADMINISTRATION**YTD % is 100%**

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Other Income	0	58,500	80,898	
Total Operating Revenue	0	58,500	80,898	
Operating Expenditure				
Salaries & Wages	(120,000)	(120,000)	(119,977)	100%
Superannuation	(18,000)	(18,000)	(18,988)	105%
Leave Accruals	(4,000)	(10,000)	(10,393)	104%
Insurance - Workers Compensation	(1,800)	(2,700)	(2,633)	98%
Accounting and Audit Services	(36,000)	(38,750)	(38,630)	100%
Bank Fees	(300)	(300)	(229)	76%
Advertising	(300)	(300)	(791)	264%
Information Technology	(6,500)	(8,000)	(8,254)	103%
Insurance - Other	(9,700)	(11,200)	(11,152)	100%
Legal Services	(4,000)	(58,500)	(78,065)	133%
Other Office Expenses	(400)	(400)	(339)	85%
Consultants	(2,000)	(16,500)	(16,579)	100%
Total Operating Expenditure	(203,000)	(284,650)	(306,030)	108%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	71,241
Reserve	0
Cash Management a/c Reserve Funds	268,993
Cash Management a/c Municipal Funds	75,871
Debtors/Accrued Income	27,474
Total Current Assets	443,578
Current Liabilities	
Creditors & Accounts payable	51,161
Leave Provisions	31,574
Total Current Liabilities	82,736
Net Current Assets	360,843
Less:	
Accumulated Surplus	110,700
Restricted assets	268,994
Total Equity	379,694
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	(18,851)
CURRENT RATIO	
Current Assets less Restricted Assets	174,584
Current Liabilities less Liabilities Associated with Restricted Current Assets	51,162
Current Ratio =	3.41
DEBT RATIO	
Total Liabilities	91,279
Total Assets	436,359
Debt Ratio =	0.2092
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	(18,851)

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2022/23 \$	REVISED BUDGET 2022/23 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	50	3,000	3,131
Total Operating Revenue	50	3,000	3,131
Less:			
Operating Expenditure			
Governance	(312,100)	(335,250)	(334,082)
Total Operating Expenditure	(312,100)	(335,250)	(334,082)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(312,050)	(332,250)	(330,951)
Less:			
Transfer funds to member Councils	(356,185)	(333,909)	0
Plus:			
Transfers from Reserves	268,993	268,993	0
Plus:			
Surplus Carry Fwd from Previous Yr	125,542	123,466	123,466
Write Back:			
Leave Accruals			7,824
Leave Entitlements Paid Out	(38,400)	(38,400)	
Contributions from Member Councils	312,100	312,100	312,100
SURPLUS / (DEFICIT)	0	0	112,439
Net Change in Assets Resulting from Operations	50	(20,150)	(18,851)
Amounts Set Aside to Leave Provisions	0	0	7,824
Transfer (to)/from Reserves (net)	(87,192)	(64,916)	0
Leave Entitlements Paid Out	(38,400)	(38,400)	
Surplus Brought Forward	125,542	123,466	123,466
SURPLUS	0	0	112,439

14.3 Financial Report for the Period 1 July 2023 to 31 July 2023

MOVED DEWHURST/LEE

Council ADOPTS the financial statements for 31 July 2023 as follows:

CARRIED 11/0

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	BUDGET YTD \$	ACTUAL YTD \$	YTD ACTUAL VARIANCE %	ACTUAL TO BUDGET %
Operating Revenue						
General Purpose Funding	3,500	3,500	292	395	35.57%	11.3%
Governance	326,800	326,800	326,800	326,800	0.00%	100.0%
Total Operating Revenue	330,300	330,300	327,092	327,195	0.03%	100.0%
Operating Expenditure						
Governance	(326,800)	(326,800)	(18,500)	(18,122)	(2.04)%	5.5%
Total Operating Expenditure	(326,800)	(326,800)	(18,500)	(18,122)	(2.04)%	5.5%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	3,500	3,500	308,592	309,073	0.16%	100.2%

GENERAL PURPOSE INCOME

YTD % is	8%
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ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue Interest	3,500	3,500	395	11%
Total Operating Revenue	3,500	3,500	395	11%

GOVERNANCE

YTD % is	8%
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ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue Contribution from Member Councils	326,800	326,800	326,800	100%
Total Operating Revenue	326,800	326,800	326,800	100%
Operating Expenditure Sitting Fees	(108,000)	(108,000)	0	0%
Administration Allocation	(218,800)	(218,800)	(18,122)	8%
Total Operating Expenditure	(326,800)	(326,800)	(18,122)	6%

ADMINISTRATION**YTD % is 8%**

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Other Income	0	0	0	
Total Operating Revenue	0	0	0	
Operating Expenditure				
Salaries & Wages	(120,000)	(120,000)	(9,195)	8%
Superannuation	(19,000)	(19,000)	(1,457)	8%
Leave Accruals	(10,000)	(10,000)	0	0%
Insurance - Workers Compensation	(2,700)	(2,700)	(780)	29%
Accounting and Audit Services	(39,000)	(39,000)	0	0%
Bank Fees	(300)	(300)	(19)	6%
Advertising	(500)	(500)	0	0%
Information Technology	(7,800)	(7,800)	(742)	10%
Insurance - Other	(11,100)	(11,100)	(5,928)	53%
Legal Services	(4,000)	(4,000)	0	0%
Other Office Expenses	(400)	(400)	(0)	0%
Consultants	(4,000)	(4,000)	0	0%
Total Operating Expenditure	(218,800)	(218,800)	(18,122)	8%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	279,082
Reserve	0
Cash Management a/c Reserve Funds	268,994
Cash Management a/c Municipal Funds	76,266
Debtors/Accrued Income	144,181
Total Current Assets	768,524
Current Liabilities	
Creditors & Accounts payable	67,033
Leave Provisions	31,574
Total Current Liabilities	98,607
Net Current Assets	669,917
Less:	
Accumulated Surplus	91,849
Restricted assets	268,994
Total Equity	360,843
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	309,073

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	3,500	3,500	395
Total Operating Revenue	3,500	3,500	395
<u>Less:</u>			
Operating Expenditure			
Governance	(326,800)	(326,800)	(18,122)
Total Operating Expenditure	(326,800)	(326,800)	(18,122)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(323,300)	(323,300)	(17,727)
<u>Less:</u>			
Transfer funds to Member Councils	(341,976)	(341,976)	0
<u>Plus:</u>			
Transfers from Reserves	268,993	268,993	0
<u>Plus:</u>			
Surplus Carry Fwd from Previous Yr	102,483	102,483	112,439
Write Back:			
Leave Entitlements Paid Out	(33,000)	(33,000)	
Contributions from Member Councils	326,800	326,800	326,800
SURPLUS / (DEFICIT)	0	0	421,512

14.4 CEO Report

MOVED MILNER/MANOLAS

That:

The CEO'S report be RECEIVED.

CARRIED 11/0

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

Nil

20. ADVICE OF NEXT MEETING

The next Ordinary Council Meeting will be on **Thursday 19 October 2023** at the **City of Mandurah**.

21. CLOSURE

There being no further business the meeting closed at 7pm.