



MINUTES

**ORDINARY COUNCIL MEETING HELD ON
THURSDAY 19 OCTOBER 2023 AT THE
CITY OF MANDURAH**

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1. DECLARATION AND OPENING/ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6.45pm, welcoming Heather Fletcher and formally acknowledging her service to RRC over the last sixteen (16) years. He also acknowledged the contributions of all Councillors noting that Crs Flynn, Manolas and Strautins were not renominating for Council in their local Elections, and wished the others success in their elections.

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 Peter Abetz	City of Gosnells
Cr Peter Rogers	City of Mandurah
Cr Jenny Green	City of Mandurah
Cr Steve Lee	Shire of Murray
Cr Ken Manolas	City of South Perth
Mayor Greg Milner	City of South Perth

Apologies

Cr Morgan Byas	Shire of Serpentine Jarrahdale
Cr Dean Strautins	Shire of Serpentine Jarrahdale
Cr Glenn Dewhurst	City of Gosnells

RRC Officers

John McNally	Chief Executive Officer
Heather Fletcher	Administration Officer

Member Council Officers

Mike Andrews	Director Technical Services	City of Armadale (from 7.02pm)
Matthew Hall	Director Works and Services	City of Mandurah
Kyle Boardman	Coordinator Waste Management	City of Mandurah
Martyn Glover	Director Infrastructure	City of Gosnells
Reza Najafzadeh	Director Infrastructure Services	Shire of Serpentine Jarrahdale

Apologies - Member Council Officers

Anita Amprimo	Director Infrastructure Services	City of South Perth
Alan Smith	Director Infrastructure Services	Shire of Murray

3. DISCLOSURE OF INTEREST

Nil

4. ANNOUNCEMENTS BY THE CHAIR WITHOUT DISCUSSION

- Chaired Ordinary Council Meeting Thursday 17 August 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 17 August 2023****MOVED ABETZ/LEE**

That the Minutes of the meetings held on the 17 August 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 August 2023 to 30 September 2023****MOVED MILNER/ROGERS**

Council **ENDORSE** the following list of payments covering the period 1 August 2023 to 30 September 2023.

CARRIED 9/0**PAYMENT SUMMARY – August 2023**

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
011	03.08.23	ATO Super Clearing House	Super Guarantee and Salary Sacrifice – July 2023	2,193.38
012	07.08.23	NextPhaze Business Solutions	Cloud File storage – August 2023	422.90
013	07.08.23	Herbert Smith Freehills	Waste to Energy Project – Legal advice	4,054.60
014	08.08.23	MYOB	Subscription – August 2023	136.00
015	09.08.23	Rivers Regional Council	Salaries	3,257.52
016	17.08.23	Australian Taxation Office	Payroll Tax – July 2023	1,944.00
017	23.08.23	Rivers Regional Council	Salaries	3,257.52
018	23.08.23	Itomic Web/App Specialists	Website hosting – September 2023	56.00
019	31.08.23	National Bank	Credit Card – August 2023	9.00
			TOTAL FOR	\$15,330.92

PAYMENT SUMMARY –September 2023

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
020	04.09.23	NextPhaze Business Solutions	Cloud File storage – September 2023	422.90
021	04.09.23	Australian Taxation Office	Payroll Tax – August 2023	1,944.00
022	04.09.23	ATO Super Clearing House	Super Guarantee and Salary Sacrifice – August 2023	2,193.38
023	04.09.23	R & Y Ruitenga	Accounting Services – April, May June 2023	3,960.00
024	06.09.23	Rivers Regional Council	Salaries	3,257.52
025	08.09.23	MYOB	Subscription – September 2023	136.00
026	20.09.23	Rivers Regional Council	Salaries	3,257.52
027	20.09.23	Itomic Web/App Specialists	Website hosting – October 2023	56.00
			TOTAL FOR SEPTEMBER	\$15,227.32

14.2 Financial Report for the Period 1 August 2023 to 30 September 2023**MOVED ROGERS/ABETZ**

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

CARRIED 9/0**AUGUST**

INCOME STATEMENT BY PROGRAM

YTD % is 17%

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	583	791	35.65%	22.6%
Governance	326,800	326,800	326,800	326,800	0.00%	100.0%
Total Operating Revenue	330,300	330,300	327,383	327,591	0.06%	100.1%
Operating Expenditure						
Governance	(326,800)	(326,800)	(32,467)	(29,353)	(9.59)%	9.0%
Total Operating Expenditure	(326,800)	(326,800)	(32,467)	(29,353)	(9.59)%	9.0%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	3,500	3,500	294,917	298,239	1.13%	101.1%

GENERAL PURPOSE INCOME

YTD % is 17%

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	3,500	3,500	791	23%
Total Operating Revenue	3,500	3,500	791	23%

GOVERNANCE

YTD % is 17%

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)	(29,353)	13%
Total Operating Expenditure	(326,800)	(326,800)	(29,353)	9%

ADMINISTRATION**YTD % is 17%**

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Other Income	0	0	3,686	
Total Operating Revenue	0	0	3,686	
Operating Expenditure				
Salaries & Wages	(120,000)	(120,000)	(18,390)	15%
Superannuation	(19,000)	(19,000)	(2,915)	15%
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)	(38)	13%
Advertising	(500)	(500)	0	0%
Information Technology	(7,800)	(7,800)	(1,301)	17%
Insurance - Other	(11,100)	(11,100)	(5,928)	53%
Legal Services	(4,000)	(4,000)	(3,686)	92%
Other Office Expenses	(400)	(400)	(0)	0%
Consultants	(4,000)	(4,000)	0	0%
Total Operating Expenditure	(218,800)	(218,800)	(33,039)	15%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	407,152
Reserve	0
Cash Management a/c Reserve Funds	268,994
Cash Management a/c Municipal Funds	76,662
Debtors/Accrued Income	5,250
Total Current Assets	758,058
Current Liabilities	
Creditors & Accounts payable	67,402
Leave Provisions	31,306
Total Current Liabilities	98,707
Net Current Assets	659,350
Less:	
Accumulated Surplus	92,118
Restricted assets	268,994
Total Equity	361,112
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	298,239
CURRENT RATIO	
Current Assets less Restricted Assets	489,064
Current Liabilities less Liabilities Associated with Restricted Current Assets	67,401
Current Ratio =	7.26
DEBT RATIO	
Total Liabilities	113,141
Total Assets	756,862
Debt Ratio =	0.1495
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	298,239

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	3,500	3,500	791
Total Operating Revenue	3,500	3,500	791
Less:			
Operating Expenditure			
Governance	(326,800)	(326,800)	(29,353)
Total Operating Expenditure	(326,800)	(326,800)	(29,353)
NET OPERATING SURPLUS / (DEFICIT) before CONTRIBUTIONS	(323,300)	(323,300)	(28,561)
Less:			
Transfer funds to member Councils	(341,976)	(341,976)	0
Plus:			
Transfers from Reserves	268,993	268,993	0
Plus:			
Surplus Carry Fwd from Previous Yr	102,483	102,483	112,708
Write Back:			
Leave Entitlements Paid Out	(33,000)	(33,000)	
Contributions from Member Councils	326,800	326,800	326,800
SURPLUS / (DEFICIT)	0	0	410,947
Net Change in Assets Resulting from Operations	3,500	3,500	298,239
Transfer (to)/from Reserves (net)	(72,983)	(72,983)	0
Leave Entitlements Paid Out	(33,000)	(33,000)	
Surplus Brought Forward	102,483	102,483	112,708
SURPLUS	0	0	410,947

SEPTEMBER

INCOME STATEMENT BY PROGRAM

YTD % is	25%
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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	875	1,162	32.80%	33.2%
Governance	326,800	326,800	326,800	326,800	0.00%	100.0%
Total Operating Revenue	330,300	330,300	327,675	327,962	0.09%	100.1%
Operating Expenditure						
Governance	(326,800)	(326,800)	(42,950)	(39,015)	(9.16)%	11.9%
Total Operating Expenditure	(326,800)	(326,800)	(42,950)	(39,015)	(9.16)%	11.9%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	3,500	3,500	284,725	288,947	1.48%	101.5%

GENERAL PURPOSE INCOME**YTD % is 25%**

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	3,500	3,500	1,162	33%
Total Operating Revenue	3,500	3,500	1,162	33%

GOVERNANCE**YTD % is 25%**

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)	(39,015)	18%
Total Operating Expenditure	(326,800)	(326,800)	(39,015)	12%

ADMINISTRATION**YTD % is 25%**

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Other Income	0	0	3,686	
Total Operating Revenue	0	0	3,686	
Operating Expenditure				
Salaries & Wages	(120,000)	(120,000)	(26,262)	22%
Superannuation	(19,000)	(19,000)	(4,136)	22%
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)	(48)	16%
Advertising	(500)	(500)	0	0%
Information Technology	(7,800)	(7,800)	(1,860)	24%
Insurance - Other	(11,100)	(11,100)	(5,928)	53%
Legal Services	(4,000)	(4,000)	(3,686)	92%
Other Office Expenses	(400)	(400)	(0)	0%
Consultants	(4,000)	(4,000)	0	0%
Total Operating Expenditure	(218,800)	(218,800)	(42,701)	20%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	395,969
Reserve	0
Cash Management a/c Reserve Funds	268,994
Cash Management a/c Municipal Funds	77,033
Debtors/Accrued Income	1,252
Total Current Assets	743,247
Current Liabilities	
Creditors & Accounts payable	61,882
Leave Provisions	31,306
Total Current Liabilities	93,188
Net Current Assets	650,059
Less:	
Accumulated Surplus	92,118
Restricted assets	268,994
Total Equity	361,112
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	288,947
CURRENT RATIO	
Current Assets less Restricted Assets	474,253
Current Liabilities less Liabilities Associated with Restricted Current Assets	61,882
Current Ratio =	7.66
DEBT RATIO	
Total Liabilities	107,566
Total Assets	741,996
Debt Ratio =	0.1450
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	288,947

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	3,500	3,500	1,162
Total Operating Revenue	3,500	3,500	1,162
<u>Less:</u>			
Operating Expenditure			
Governance	(326,800)	(326,800)	(39,015)
Total Operating Expenditure	(326,800)	(326,800)	(39,015)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(323,300)	(323,300)	(37,853)
<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	112,708
Write Back:			
Leave Entitlements Paid Out	(33,000)	(33,000)	
Contributions from Member Councils	326,800	326,800	326,800
SURPLUS / (DEFICIT)	0	0	401,655
Net Change in Assets Resulting from Operations	3,500	3,500	288,947
Transfer (to)/from Reserves (net)	(72,983)	(72,983)	0
Leave Entitlements Paid Out	(33,000)	(33,000)	
Surplus Brought Forward	102,483	102,483	112,708
SURPLUS	0	0	401,655

14.3 CEO Report

MOVED MILNER/ROGERS

That:

The CEO'S report be RECEIVED, noting that the December meeting will be In-Person.

CARRIED 9/0

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 in-person on Thursday 14 December 2023 at the City of South Perth.

MOVED MILNER/LEE

That Council record a vote of thanks to the CEO for his efforts in keeping the WtE and RRS projects on a pathway to success.

CARRIED 9/0

The Council acknowledged and thanked the Chairman for his efforts over the last four (4) years, noting that he was elected to the Shire of Murray President unopposed.

Cr Busby reflected on his ten (10) year association with the RRC and the Wte Project.

21. CLOSURE

There being no further business the meeting closed at 7.10pm.