



MINUTES

**ORDINARY COUNCIL MEETING HELD
THURSDAY 19 AUGUST 2021 VIA VIDEO
CONFERENCING**

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1. DECLARATION AND OPENING/ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open 6.47pm and the Council noted the relevant approvals for an e-meeting.

2. ATTENDANCE AND APOLOGIES**Councillors**

Cr David Bolt	Shire of Murray (Chairman)
Cr Kerry Busby	City of Armadale (Deputy Chairman)
Cr Carole Frost	City of Armadale
Cr Peter Abetz	City of Gosnells
Cr Jenny Green	City of Mandurah
Cr Steve Lee	Shire of Murray
Cr Morgan Byas	Shire of Serpentine Jarrahdale
Cr Bill Denholm	Shire of Serpentine Jarrahdale
Cr Ken Manolas	City of South Perth
Cr Greg Milner	City of South Perth

Apologies

Cr Glenn Dewhurst	City of Gosnells
Cr Merv Darcy	City of Mandurah

RRC Officers

John McNally	Chief Executive Officer
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Member Council Officers

Matthew Hall	A/Director Works and Services	City of Mandurah
Martyn Glover	Director Infrastructure	City of Gosnells
Ash Harding	Manager Environmental Services	City of Gosnells
Mark Taylor	Director Infrastructure Services	City of South Perth
Jac Scott	Manager Business and Construction	City of South Perth

Apologies - Member Council Officers

Kevin Ketterer	Executive Director Technical Services	City of Armadale
John Le Roux	Manager Waste Services	City of Armadale
Kyle Boardman	Coordinator Waste Management	City of Mandurah
Alan Smith	Director Technical Services	Shire of Murray
Reza Najafzadeh	Director Infrastructure Services	Shire of Serpentine Jarrahdale
Matthew Pennington	Manager Waste Services	Shire of Serpentine Jarrahdale

3. DISCLOSURE OF INTEREST

Nil

4. ANNOUNCEMENTS BY THE CHAIR WITHOUT DISCUSSION

- Chaired Ordinary Council Meeting 17 June 2021 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

Cr Dewhurst requested leave of absence for this meeting.

MOVED BUSBY/ABETZ

That Cr Dewhurst be **GRANTED** Leave of Absence for the Council Meeting held on 19 August 2021.

CARRIED 10/0**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 June 2021****MOVED MILNER/ABETZ**

That the minutes of the meeting held on the 17 June 2021 be **CONFIRMED** as a true and correct record.

CARRIED 10/0**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 2021 to 31 July 2021****MOVED MILNER/MANOLAS**

Council **ENDORSE** the following list of payments covering the period 1 June 2021 to 31 July 2021.

CARRIED 10/0**PAYMENT SUMMARY****June 2021**

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
085	02.06.21	Rivers Regional Council	Salaries	3,876.53
086	03.06.21	ATO Super Clearing House	Super Guarantee May 2021	1,446.53
087	09.06.21	Itomic Web Specialists	Website hosting – 30 June to 30 September 2021	140.00
088	14.06.21	NextPhaze Business Solutions	Cloud File Storage – June	413.66
089	16.06.21	Rivers Regional Council	Salaries	3,876.53

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
090	18.06.21	ATO Super Clearing House	Super Guarantee June 2021	2,169.79
091	18.06.21	ATO	PAYG May – payroll tax	1,442.00
092	29.06.21	Rivers Regional Council	Salaries	3,876.53
093	29.06.21	Rivers Regional Council	Councillors Sitting Fees April to June 2021	27,037.50
094	30.06.21	National Australia Bank	Credit Card – June (Printer Ink \$149.99, Card Fee \$9.00)	158.99
			TOTAL FOR JUNE	\$44,438.06

July 2021

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
001	07.07.21	R & Y Ruitenga	Accounting Services – April to June 2021	3,960.00
002	12.07.21	NextPhaze Business Solutions	Cloud file storage –July	413.66
003	14.07.21	Rivers Regional Council	Salaries	\$3,570.53
004	28.07.21	Rivers Regional Council	Salaries	3,257.53
005	30.07.21	Local Govt Insurance Services WA	Insurance Premiums 2021/2022	8,505.11
006	31.07.21	National Australia Bank	Credit Card fee – July	9.00
			TOTAL FOR JULY	\$19,715.83

14.2 Financial Report for the Period 1 June 2021 to 30 June 2021

MOVED MANOLAS/GREEN

That Council adopts the financial statements for 1 June 2021 to 30 June 2021 as follows:

CARRIED 10/0

ACCOUNT DESCRIPTION	BUDGET 2020/21 \$	REVISED BUDGET 2020/21 \$	ACTUAL YTD \$	YTD ACTUAL VARIANCE %	ACTUAL TO BUDGET %
Operating Revenue					
General Purpose Funding	3,000	500	146	(70.80)%	29.2%
Governance	258,500	258,515	258,515	0.00%	100.0%
Community Amenities	121,000	120,985	120,985	(0.00)%	100.0%
Total Operating Revenue	382,500	380,000	379,646	(0.09)%	99.9%
Operating Expenditure					
Governance	(258,500)	(256,100)	(252,082)	(1.57)%	98.4%
Community Amenities	(121,000)	(119,100)	(102,278)	(14.12)%	85.9%
Total Operating Expenditure	(379,500)	(375,200)	(354,360)	(5.55)%	94.4%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	3,000	4,800	25,286	426.80%	526.8%

GENERAL PURPOSE INCOMEYTD % is **100%**

ACCOUNT DESCRIPTION	BUDGET 2020/21 \$	REVISED BUDGET 2020/21 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	3,000	500	146	29%
Total Operating Revenue	3,000	500	146	29%

GOVERNANCE**YTD % is 100%**

ACCOUNT DESCRIPTION	BUDGET 2020/21 \$	REVISED BUDGET 2020/21 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Contribution from Member Councils	258,500	258,515	258,515	100%
Total Operating Revenue	258,500	258,515	258,515	100%
Operating Expenditure				
Functions	(500)	(500)	0	0%
Meetings	(500)	(500)	0	0%
Sitting Fees	(108,000)	(108,000)	(108,350)	100%
Conferences & Seminars	(500)	(500)	0	0%
Subscriptions – WALGA, MWAC	(42,000)	(41,500)	(41,454)	100%
Travel	(500)	(500)	0	0%
Administration Allocation	(106,500)	(104,600)	(102,278)	98%
Total Operating Expenditure	(258,500)	(256,100)	(252,082)	98%

ADMINISTRATION**YTD % is 100%**

ACCOUNT DESCRIPTION	BUDGET 2020/21 \$	REVISED BUDGET 2020/21 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Total Operating Revenue	0	0	670	
Operating Expenditure				
Salaries and Wages	(120,000)	(120,000)	(119,977)	100%
Superannuation	(19,500)	(19,500)	(20,056)	103%
Leave Accruals	(4,000)	(4,000)	(6,447)	161%
Insurance - Workers Compensation	(3,100)	(750)	(750)	100%
Training and Conferences	(2,000)	(1,000)	(184)	18%
Accounting and Audit Services	(39,000)	(39,000)	(36,200)	93%
Bank Fees	(500)	(250)	(231)	92%
Advertising	(1,000)	(500)	(391)	78%
Information Technology	(6,000)	(6,000)	(7,719)	129%
Insurance - Other	(7,500)	(8,000)	(7,989)	100%
Legal Services	(4,000)	(4,000)	0	0%
Other Office Expenses	(500)	(300)	(283)	94%
Publications	(500)	(500)	0	0%
Furniture and Equipment	(400)	(400)	0	0%
Health and Safety	(500)	(500)	0	0%
Accommodation	0	0	0	0%
Travel Expenses	(500)	(500)	0	0%
Consultants	(4,000)	(4,000)	(5,000)	125%
Total Operating Expenditure	(213,000)	(209,200)	(205,226)	98%

COMMUNITY AMENITIES**YTD % is 100%**

ACCOUNT DESCRIPTION	BUDGET 2020/21 \$	REVISED BUDGET 2020/21 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Contribution from Member Councils	121,000	120,985	120,985	100%
Total Operating Revenue	121,000	120,985	120,985	100%
Operating Expenditure				
Meetings	(2,000)	(2,000)	0	0%
Legal Services	(12,000)	(12,000)	0	0%
Other Office Expenses	(500)	(500)	0	0%
Administration Allocation	(106,500)	(104,600)	(102,278)	98%
Total Operating Expenditure	(121,000)	(119,100)	(102,278)	86%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	22,751
Cash Management a/c Reserve Funds	268,994
Cash Management a/c Municipal Funds	102,670
Debtors/Accrued Income	744
Total Current Assets	395,159
Current Liabilities	
Creditors & Accounts payable	27,183
Leave Provisions	17,390
Total Current Liabilities	44,573
Net Current Assets	350,585
Less:	
Accumulated Surplus	56,305
Restricted assets	268,994
Total Equity	325,299
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	25,286

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2020/21 \$	REVISED BUDGET 2020/21 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	3,000	500	146
Community Amenities	0	0	0
Total Operating Revenue	3,000	500	146
<u>Less:</u>			
Operating Expenditure			
Governance	(258,500)	(256,100)	(252,082)
Community Amenities	(121,000)	(119,100)	(102,278)
Total Operating Expenditure	(379,500)	(375,200)	(354,360)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(376,500)	(374,700)	(354,214)
<u>Less:</u>			
Transfers to Reserves	(21,491)	(21,491)	0
<u>Plus:</u>			
Transfers from Reserves	20,590	20,590	0
<u>Plus:</u>			
Surplus Carry Fwd from Previous Yr	76,305	75,738	75,738
Write Back:			
Leave Accruals	1,400	1,400	1,157
Contributions from Member Councils	379,500	379,500	379,500
SURPLUS / (DEFICIT)	79,804	81,037	102,181
Net Change in Assets Resulting From Operations	3,000	4,800	25,286
Amounts Set Aside To Leave Provisions (Profit) / Loss On Disposal Of Assets	1,400	1,400	1,157
Transfer (to)/from Reserves (net)	(901)	(901)	0
Surplus Brought Forward	76,305	75,738	75,738
SURPLUS	79,804	81,037	102,181

14.3 Financial Report for the Period 1 July 2021 to 31 July 2021

MOVED FROST/LEE

Council adopts the financial statements for 1 July 2021 to 31 July 2021 as follows:

CARRIED 10/0**INCOME STATEMENT BY PROGRAM**

YTD % is	17%
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ACCOUNT DESCRIPTION	BUDGET 2021/22 \$	REVISED BUDGET 2021/22 \$	BUDGET YTD \$	ACTUAL YTD \$	YTD ACTUAL VARIANCE %	ACTUAL TO BUDGET %
Operating Revenue						
General Purpose Funding	100	100	17	3	(81.70)%	3.1%
Governance	134,200	134,200	0	0	0.00%	0.0%
Community Amenities	62,700	62,700	0	0	0.00%	0.0%
Total Operating Revenue	197,000	197,000	17	3	(81.70)%	18.3%
Operating Expenditure						
Governance	(134,200)	(134,200)	(10,367)	(9,421)	(9.12)%	7.0%
Community Amenities	(62,700)	(62,700)	(10,367)	(9,421)	(9.12)%	15.0%
Total Operating Expenditure	(196,900)	(196,900)	(20,733)	(18,842)	(9.12)%	9.6%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	100	100	(20,717)	(18,839)	(9.06)%	90.9%

GENERAL PURPOSE INCOME**YTD % is 17%**

ACCOUNT DESCRIPTION	BUDGET 2021/22 \$	REVISED BUDGET 2021/22 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	100	100	3	3%
Total Operating Revenue	100	100	3	3%

GOVERNANCE**YTD % is 17%**

Account Description	BUDGET 2021/22 \$	REVISED BUDGET 2021/22 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Contribution from Member Councils	134,200	134,200	0	0%
Total Operating Revenue	134,200	134,200	0	0%
Operating Expenditure				
Meetings	(500)	(500)	0	0%
Sitting Fees	(54,000)	(54,000)	0	0%
Conferences & Seminars	(500)	(500)	0	0%
Subscriptions – WALGA, MWAC	(20,000)	(20,000)	0	0%
Administration Allocation	(59,200)	(59,200)	(9,421)	16%
Total Operating Expenditure	(134,200)	(134,200)	(9,421)	7%

ADMINISTRATION**YTD % is 17%**

ACCOUNT DESCRIPTION	BUDGET 2021/22 \$	REVISED BUDGET 2021/22 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Total Operating Revenue	0	0	0	
Operating Expenditure				
Salaries & Wages	(60,000)	(60,000)	(9,195)	15%
Superannuation	(10,000)	(10,000)	(1,450)	15%
Leave Accruals	(2,000)	(2,000)	0	0%
Insurance - Workers Compensation	(500)	(500)	(375)	75%
Training & Conferences	(300)	(300)	0	0%
Accounting and Audit Services	(30,000)	(30,000)	0	0%
Bank Fees	(100)	(100)	(89)	89%
Advertising	(300)	(300)	0	0%
Information Technology	(3,000)	(3,000)	(376)	13%
Insurance - Other	(4,000)	(4,000)	(7,357)	184%
Legal Services	(6,000)	(6,000)	0	0%
Other Office Expenses	(100)	(100)	0	0%
Travel Expenses	(100)	(100)	0	0%
Consultants	(2,000)	(2,000)	0	0%
Total Operating Expenditure	(118,400)	(118,400)	(18,842)	16%

COMMUNITY AMENITIES**YTD % is 17%**

ACCOUNT DESCRIPTION	BUDGET 2021/22 \$	REVISED BUDGET 2021/22 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Contribution from Member Councils	62,700	62,700	0	0%
Total Operating Revenue	62,700	62,700	0	0%
Operating Expenditure				
Meetings	(1,000)	(1,000)	0	0%
Legal Services	(2,000)	(2,000)	0	0%
Other Office Expenses	(500)	(500)	0	0%
Administration Allocation	(59,200)	(59,200)	(9,421)	16%
Total Operating Expenditure	(62,700)	(62,700)	(9,421)	15%

FINANCIAL ACTIVITY

Account Description	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	2,955
Reserve	0
Cash Management a/c Reserve Funds	268,997
Cash Management a/c Municipal Funds	102,670
Term Deposit Reserve Investment**	0
Debtors/Accrued Income	1,548
Total Current Assets	376,170
Current Liabilities	
Creditors & Accounts payable	27,034
Leave Provisions	17,390
Total Current Liabilities	44,424
Net Current Assets	331,746
Less:	
Accumulated Surplus	81,591
Restricted assets	268,994
Total Equity	350,585
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	(18,839)
CURRENT RATIO	
Current Assets less Restricted Assets	107,176
Current Liabilities less Liabilities Associated with Restricted Current Assets	19,914
Current Ratio =	5.38
DEBT RATIO	
Total Liabilities	48,466
Total Assets	374,622
Debt Ratio =	0.1294
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	(18,839)

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2021/22 \$	REVISED BUDGET 2021/22 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	100	100	3
Total Operating Revenue	100	100	3
<u>Less:</u>			
Operating Expenditure			
Governance	(134,200)	(134,200)	(9,421)
Community Amenities	(62,700)	(62,700)	(9,421)
Total Operating Expenditure	(196,900)	(196,900)	(18,842)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(196,800)	(196,800)	(18,839)
<u>Less:</u>			
Transfer funds to Member Councils	(347,581)	(347,581)	0
<u>Plus:</u>			
Transfers from Reserves	268,993	268,993	0
<u>Plus:</u>			
Surplus Carry Fwd from Previous Yr	104,911	104,911	102,181
Write Back:			
Leave Entitlements Paid Out	(26,423)	(26,423)	0
Contributions from Member Councils	196,900	196,900	0
SURPLUS / (DEFICIT)	0	0	83,342
Net Change in Assets Resulting From Operations	100	100	(18,839)
Transfer (to)/from Reserves (net)	(78,588)	(78,588)	0
Leave Entitlements Paid Out	(26,423)	(26,423)	
Surplus Brought Forward	104,911	104,911	102,181
SURPLUS	0	0	83,342

14.4 CEO Report**MOVED BUSBY/MILNER**

That the CEO'S report be RECEIVED.

CARRIED 10/0

15. REPORTS OF COMMITTEES

Nil

16. REPORTS OF DELEGATES**16.1 Municipal Waste Advisory Council (MWAC)**

The last meeting was held electronically on Wednesday 30 June 2021, the CEO was in attendance.

The next meeting will be Wednesday 25 August 2021.

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 at the **Shire of Serpentine Jarrahdale** or by **Video Conferencing on Thursday 14 October 2021.**

21. CLOSURE

There being no further business the meeting closed at 7.10pm