



MINUTES

**ORDINARY COUNCIL MEETING HELD ON
THURSDAY 12 DECEMBER 2024 AT THE CITY
OF SOUTH PERTH**

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1. DECLARATION AND OPENING/ANNOUNCEMENT OF VISITORS Item 10.5.4 - Attachment 1

The Chairman declared the meeting open at 6.46pm.

2. ATTENDANCE AND APOLOGIES

Councillors

Cr David Bolt	Shire of Murray (Chairperson)
Cr Kerry Busby	City of Armadale
Cr Michelle Silver	City of Armadale
Cr Peter Abetz	City of Gosnells
Cr Glenn Dewhurst	City of Gosnells
Cr Ryan Burns	City of Mandurah
Cr Dave Schumacher	City of Mandurah
Cr Steve Lee	Shire of Murray
Cr Shaye Mack	Shire of Serpentine Jarrahdale
Cr Reece Jerrett	Shire of Serpentine Jarrahdale
Mayor Greg Milner	City of South Perth (Via e-Meeting due to illness)

Apologies

Cr Blake D'Souza	City of South Perth
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RRC Officers

John McNally	Chief Executive Officer
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Member Council Officers

Gary Taylor	A/Executive Director Technical Services	City of Armadale
Martyn Glover	Director Infrastructure	City of Gosnells
Matthew Hall	Director Works and Services	City of Mandurah
Darrell Monteiro	Manager Waste and Fleet	Shire of Serpentine Jarrahdale
Anita Amprimo	Director Infrastructure Services	City of South Perth
Con Angelidis	Manager Waste, Fleet & Facilities	City of South Perth

Apologies - Member Council Officers

Maria Hulls	Manager Development and Sustainability	City of Gosnells
Kyle Boardman	Coordinator Waste Management	City of Mandurah
Alan Smith	Director Infrastructure Services	Shire of Murray
Fariad Jamodien	Executive Manager of Operations	Shire of Serpentine Jarrahdale

3. DISCLOSURE OF INTEREST

The CEO declared an interest in Item 19.1.

4. ANNOUNCEMENTS BY THE CHAIR WITHOUT DISCUSSION

- Chaired Ordinary Council Meeting 17 October 2024.
- 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

The Council discussed the situation relating Elected Members standing in the forthcoming State Election (Cr Bolt and Cr Burns) and the declaration of potential conflicts of interest. Both Elected Members advised they would manage the situation on a case by case basis.

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 October 2024****MOVED ABETZ/JERRETT**

That the minutes of the meeting held on the 17 October 2024 be **CONFIRMED** as a true and correct record.

CARRIED 11/0**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*Refer to Item 19.1 – CEO Review.***13. BUSINESS NOT DEALT WITH FROM PREVIOUS MEETING**

Nil

14. REPORTS OF OFFICERS**14.1 Payments for the Period 1 October 2024 to 30 November 2024****SCHUMACHER/MACK**

Council **ENDORSE** the following list of payments covering the period 1 October 2024 to 30 November 2024.

CARRIED 11/0**PAYMENT SUMMARY****October 2024**

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
028	01.10.24	Itomic Web Specialists	Website hosting – October 2024	61.60
029	01.10.24	Rivers Regional Council	Sitting Fees – 1.07.24 to 30.09.24	27,037.50
030	02.10.24	Rivers Regional Council	Salaries	3,341.53
031	02.10.24	NextPhaze Business Solutions	Cloud file storage – October 2024	456.80
032	04.10.24	R&Y Ruitenga	Accounting Services – July to September 2024	4,020.00
033	04.10.24	LGIS	Contribution – Policies 2024/2025 – bIce	7,886.34
034	04.10.24	ATO Super Clearing House	Super Guarantee and Salary Sacrifice – September 2024	2,196.94

Voucher Remittance No.	DATE	CREDITOR NAME	Item 10.5.4 - Attachment 1 DETAILS	AMOUNT \$
035	08.10.24	Australian Taxation Office	Business Activity Statement – July to September 2024	33,534.00
036	08.10.24	MYOB	Accounting Software – October 2024	141.00
037	16.10.24	Rivers Regional Council	Salaries	3,341.53
038	30.10.24	Marketforce	WA Newspaper advertising	335.60
039	30.10.24	Itomic Web Specialists	Website hosting – November 2024	61.60
040	30.10.24	Rivers Regional Council	Salaries	3,341.53
041	31.10.24	National Australia Bank	Credit Card fee – October 2024	9.00
			TOTAL FOR OCTOBER	\$85,794.67

November 2024

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
042	05.11.24	ATO Super Clearing House	Super Guarantee and Salary Sacrifice – October 2024	3,295.41
043	06.11.24	Australian Taxation Office	Payroll Tax – October 2024	2,664.00
044	08.11.24	MYOB	Accounting Software – November 2024	141.00
045	13.11.24	Rivers Regional Council	Salaries	3,341.53
046	13.11.24	NextPhaze Business Solutions	Cloud file storage – November 2024	456.80
047	27.11.24	Rivers Regional Council	Salaries	3,341.53
048	27.11.24	Itomic Web Specialists	Website hosting –December 2024	61.60
			TOTAL FOR NOVEMBER	\$13,301.87

14.2 Financial Report for the Period 1 October 2024 to 30 November 2024

MOVED DEWHURST/JERRETT

Council adopts the financial statements from 1 October 2024 to 30 November 2024 as follows:

CARRIED 11/0

INCOME STATEMENT BY PROGRAM					YTD % is 33%	
ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	BUDGET YTD \$	ACTUAL YTD \$	YTD ACTUAL VARIANCE %	ACTUAL TO BUDGET %
Operating Revenue						
General Purpose Funding	4,400	4,400	1,467	1,377	(6.10)%	31.3%
Governance	331,000	331,000	331,000	331,000	0.00%	100.0%
Total Operating Revenue	335,400	335,400	332,467	332,377	(0.03)%	100.0%
Operating Expenditure						
Governance	(331,000)	(331,000)	(99,000)	(99,138)	0.14%	30.0%
Total Operating Expenditure	(331,000)	(331,000)	(99,000)	(99,138)	0.14%	30.0%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	4,400	4,400	233,467	233,239	(0.10)%	99.9%

GENERAL PURPOSE INCOME

Item 10.5.4 - Attachment 1
YTD % is 33%

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	4,400	4,400	1,377	31%
Total Operating Revenue	4,400	4,400	1,377	31%

GOVERNANCE

YTD % is 33%

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Contribution from Member Councils	331,000	331,000	331,000	100%
Total Operating Revenue	331,000	331,000	331,000	100%
Operating Expenditure				
Sitting Fees	(108,000)	(108,000)	(27,038)	25%
Administration Allocation	(223,000)	(223,000)	(72,101)	32%
Total Operating Expenditure	(331,000)	(331,000)	(99,138)	30%

ADMINISTRATION

YTD % is 33%

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	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)	(40,054)	33%
Superannuation	(19,000)	(19,000)	(6,356)	33%
Leave Accruals	(10,000)	(10,000)	0	0%
Insurance - Workers Compensation	(1,600)	(1,600)	(1,800)	113%
Accounting and Audit Services	(43,600)	(43,600)	(4,020)	9%
Bank Fees	(300)	(300)	(75)	25%
Advertising	(500)	(500)	(305)	61%
Information Technology	(7,800)	(7,800)	(2,450)	31%
Insurance - Other	(12,000)	(12,000)	(12,539)	104%
Legal Services	(4,000)	(4,000)	(4,502)	113%
Other Office Expenses	(200)	(200)	0	0%
Consultants	(4,000)	(4,000)	0	0%
Total Operating Expenditure	(223,000)	(223,000)	(72,101)	32%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	320,820
Reserve	0
Cash Management a/c Reserve Funds	268,994
Cash Management a/c Municipal Funds	81,561
Debtors/Accrued Income	839
Total Current Assets	672,214
Current Liabilities	
Creditors & Accounts payable	32,159
Leave Provisions	32,761
Total Current Liabilities	64,921
Net Current Assets	607,293
Less:	
Accumulated Surplus	105,060
Restricted assets	268,994
Total Equity	374,054
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	233,239
CURRENT RATIO	
Current Assets less Restricted Assets	403,220
Current Liabilities less Liabilities Associated with Restricted Current Assets	32,160
Current Ratio =	12.54
DEBT RATIO	
Total Liabilities	84,711
Total Assets	671,375
Debt Ratio =	0.1262
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	233,239

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$
Operating Revenue		
General Purpose Funding	4,400	4,400
Total Operating Revenue	4,400	4,400
<u>Less:</u>		
Operating Expenditure		
Governance	(331,000)	(331,000)
Total Operating Expenditure	(331,000)	(331,000)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(326,600)	(326,600)
<u>Less:</u>		
Transfer funds to member Councils	(346,348)	(346,348)
<u>Plus:</u>		
Transfers from Reserves	268,993	268,993
<u>Plus:</u>		
Surplus Carry Fwd from Previous Yr	105,955	105,955
Write Back:		
Leave Entitlements Paid Out	(33,000)	(33,000)
Contributions from Member Councils	331,000	331,000
SURPLUS / (DEFICIT)	0	0
Net Change in Assets Resulting From Operations	4,400	4,400
Transfer (to)/from Reserves (net)	(77,355)	(77,355)
Leave Entitlements Paid Out	(33,000)	(33,000)
Surplus Brought Forward	105,955	105,955
SURPLUS	0	0

INCOME STATEMENT BY PROGRAM

YTD % is	42%
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ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	BUDGET YTD \$	ACTUAL YTD \$	YTD ACTUAL VARIANCE %	ACTUAL TO BUDGET %
Operating Revenue						
General Purpose Funding	4,400	4,400	1,833	1,697	(7.41)%	38.6%
Governance	331,000	331,000	331,000	331,000	0.00%	100.0%
Total Operating Revenue	335,400	335,400	332,833	332,697	(0.04)%	100.0%
Operating Expenditure						
Governance	(331,000)	(331,000)	(110,333)	(110,403)	0.06%	33.4%
Total Operating Expenditure	(331,000)	(331,000)	(110,333)	(110,403)	0.06%	33.4%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	4,400	4,400	222,500	222,294	(0.09)%	99.9%

GENERAL PURPOSE INCOMEYTD % is **42%**

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue Interest	4,400	4,400	1,697	39%
Total Operating Revenue	4,400	4,400	1,697	39%

GOVERNANCEYTD % is **42%**

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue Contribution from Member Councils	331,000	331,000	331,000	100%
Total Operating Revenue	331,000	331,000	331,000	100%
Operating Expenditure Sitting Fees	(108,000)	(108,000)	(27,038)	25%
Administration Allocation	(223,000)	(223,000)	(83,366)	37%
Total Operating Expenditure	(331,000)	(331,000)	(110,403)	33%

ADMINISTRATION**YTD % is 42%**

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	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)	(49,250)	41%
Superannuation	(19,000)	(19,000)	(7,817)	41%
Leave Accruals	(10,000)	(10,000)	0	0%
Insurance - Workers Compensation	(1,600)	(1,600)	(1,800)	113%
Accounting and Audit Services	(43,600)	(43,600)	(4,020)	9%
Bank Fees	(300)	(300)	(85)	28%
Advertising	(500)	(500)	(305)	61%
Information Technology	(7,800)	(7,800)	(3,049)	39%
Insurance - Other	(12,000)	(12,000)	(12,539)	104%
Legal Services	(4,000)	(4,000)	(4,502)	113%
Other Office Expenses	(200)	(200)	0	0%
Consultants	(4,000)	(4,000)	0	0%
Total Operating Expenditure	(223,000)	(223,000)	(83,366)	37%

FINANCIAL ACTIVITY

Item 10.5.4 - Attachment 1

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	307,508
Reserve	0
Cash Management a/c Reserve Funds	268,993
Cash Management a/c Municipal Funds	81,881
Debtors/Accrued Income	899
Total Current Assets	659,282
Current Liabilities	
Creditors & Accounts payable	30,173
Leave Provisions	32,761
Total Current Liabilities	62,934
Net Current Assets	596,347
Less:	
Accumulated Surplus	105,060
Restricted assets	268,994
Total Equity	374,054
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	222,293
FINANCIAL RATIOS IN RELATION TO YTD FIGURES	
CURRENT RATIO	
Current Assets less Restricted Assets	390,287
Current Liabilities less Liabilities Associated with Restricted Current Assets	30,173
Current Ratio =	12.93
DEBT RATIO	
Total Liabilities	82,665
Total Assets	658,383
Debt Ratio =	0.1256
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	222,294

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	4,400	4,400	1,697
Total Operating Revenue	4,400	4,400	1,697
<u>Less:</u>			
Operating Expenditure			
Governance	(331,000)	(331,000)	(110,403)
Total Operating Expenditure	(331,000)	(331,000)	(110,403)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(326,600)	(326,600)	(108,706)
<u>Less:</u>			
Transfer funds to member Councils	(346,348)	(346,348)	0
<u>Plus:</u>			
Transfers from Reserves	268,993	268,993	0
<u>Plus:</u>			
Surplus Carry Fwd from Previous Yr	105,955	105,955	105,060
Write Back:			
Leave Entitlements Paid Out	(33,000)	(33,000)	
Contributions from Member Councils	331,000	331,000	331,000
SURPLUS / (DEFICIT)	0	0	327,354
Net Change in Assets Resulting From Operations	4,400	4,400	222,294
Transfer (to)/from Reserves (net)	(77,355)	(77,355)	0
Leave Entitlements Paid Out	(33,000)	(33,000)	
Surplus Brought Forward	105,955	105,955	105,060
SURPLUS	0	0	327,354

MOVED JERRETT/BURNS

That:

1. The CEO'S report be RECEIVED.
2. The KER Project FORCE MAJEURE CLAIM (TRANSFORMER) be noted.

CARRIED 11/0

Note: The CEO advised the Council that the approval for the creation of the RRS had passed through the Department of Local Government and was awaiting Ministerial Approval.

14.4 Ordinary Council Meetings 2025
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MOVED SCHUMACHER/JERRETT

That Council **ADOPT** the following schedule for the Ordinary Council Meetings 2025 calendar year:

COUNCIL MEETING DATES 2025	LOCATION (Council Chambers)	TIME
20 February	Video Conferencing	6.45pm
20 March	Shire of Murray - In Person	6.45pm
17 April	Shire of Murray – in-person	6.45pm
19 June	Video Conferencing	6.45pm
21 August	City of Gosnells – in-person	6.45pm
16 October	Video Conferencing	6.45pm
11 December	Shire of Serpentine Jarrahdale – in-person	6.45pm

Note: With the RRS pending approval a wind up in 2025 could be achieved by March 2025 so an additional meeting was added to the schedule.

15. REPORTS OF COMMITTEES

15.1 Audit Committee Meeting

MOVED DEWHURST/LEE

That Council **NOTE** the Minutes of the Audit Committee held at 5.30pm including the Audited Financial Statements for the period 1 July 2023 to 30 June 2024 and **ADOPT** the recommendation (including the Audited Financial Statements) contained therein.

CARRIED 11/0

(ABSOLUTE MAJORITY ACHIEVED)

15.2 CEO Review Committee

Refer to Item 19.1

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 CEO Review 2024

Having declared an interest the CEO left the meeting.

MOVED BURNS/SCHUMACHER

That Council move behind closed doors.

CARRIED 11/0

MOVED ABETZ/MACK

That the Recommendation from the CEO REVIEW COMMITTEE including the CEO Performance Report be ENDORSED and the Recommendations contained therein be ADOPTED.

CARRIED 11/0

MOVED SCHMACHER/BURNS

That Council move out of closed doors meeting.

CARRIED 11/0

The CEO Returned to the meeting.

20. ADVICE OF NEXT MEETING

The next Ordinary Council Meeting will be on **Thursday 20 February 2025** via Video Conferencing.

21. CLOSURE

The Chairman thanked all Councillors, Staff and the CEO for their support and contribution and wished everyone a safe and happy Festive Season.

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