



MINUTES

**ORDINARY COUNCIL MEETING HELD ON
THURSDAY 15 AUGUST 2024 AT THE
CITY OF MANDURAH**

INDEX

1.	DECLARATION AND OPENING/ANNOUNCEMENT OF VISITORS	1
2.	ATTENDANCE AND APOLOGIES	1
3.	DISCLOSURE OF INTEREST	1
4.	ANNOUNCEMENTS BY THE CHAIR WITHOUT DISCUSSION	1
5.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	1
6.	PUBLIC QUESTION TIME	1
7.	APPLICATIONS FOR LEAVE OF ABSENCE	1
8.	PETITIONS, DEPUTATIONS AND PRESENTATIONS	2
9.	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS.....	2
	9.1 Confirmation of the Minutes of the Ordinary Council Meeting 20 June 2024.....	2
10.	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	2
11.	QUESTIONS WITHOUT NOTICE	2
12.	ANNOUNCEMENTS OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC	2
13.	BUSINESS NOT DEALT WITH FROM PREVIOUS MEETING.....	2
14.	REPORTS OF OFFICERS	2
	14.1 Payments for the Period 1 April 2024 to 31 May 2024	2
	14.2 Financial Report for the Period 1 June 2024 to 30 June 2024	3
	14.3 Financial Report for the Period 1 July 2024 to 31 July 2024	8
	14.4 Policy Review	13
	14.5 CEO Report.....	13
15.	REPORTS OF COMMITTEES.....	13
16.	REPORTS OF DELEGATES.....	13
17.	ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	13
18.	NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR BY DECISION OF THE MEETING	13
19.	CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC	13
20.	ADVICE OF NEXT MEETING	13
21.	CLOSURE	13

1. DECLARATION AND OPENING/ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.45pm, noting that he had approved Mayor Milner attending the meeting electronically.

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 Video)

Apologies

Cr Blake D'Souza	City of South Perth
------------------	---------------------

RRC Officers

John McNally	Chief Executive Officer
--------------	-------------------------

Member Council Officers

Mike Andrews	Executive Director Technical Services	City of Armadale
Gary Taylor	Head of Environment and Sustainability	City of Armadale
Richard Brown	A/Director Infrastructure	City of Gosnells
Matthew Hall	Director Works and Services	City of Mandurah
Darrell Monteiro	Manager Waste and Fleet	Shire of Serpentine Jarrahdale
Alan Smith	Director Infrastructure Services	Shire of Murray
Faried Jamodien	Executive Manager of Operations	Shire of Serpentine Jarrahdale

Apologies - Member Council Officers

Martyn Glover	Director Infrastructure	City of Gosnells
Maria Hulls	Manager Development and Sustainability	City of Gosnells
Anita Amprimo	Director Infrastructure Services	City of South Perth
Kyle Boardman	Coordinator Waste Management	City of Mandurah

3. DISCLOSURE OF INTEREST

Nil

4. ANNOUNCEMENTS BY THE CHAIR WITHOUT DISCUSSION

- Chaired Ordinary Council Meeting 20 June 2024 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 Busby will be absent from 19 September 2024 to 9 October 2024.

8. PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**9.1 Confirmation of the Minutes of the Ordinary Council Meeting 20 June 2024****MOVED ABETZ/DEWHURST**

That the minutes of the meeting held on the 20 June 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

Nil

13. BUSINESS NOT DEALT WITH FROM PREVIOUS MEETING

Nil

14. REPORTS OF OFFICERS**14.1 Payments for the Period 1 June 2024 to 31 July 2024****MOVED SCHUMACHER/LEE**

Council **ENDORSE** the following list of payments covering the period 1 June 2024 to 31 July 2024.

CARRIED 11/0

PAYMENT SUMMARY**June 2024**

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
105	04.06.24	Australian Taxation Office	Payroll Tax April and May 2024	4,860.00
106	05.06.24	ATO Super Clearing House	Super Guarantee & Salary Sacrifice – May 2024	3,290.07
107	06.06.24	Herbert Smith Freehills	Wte Project – Legal fees	1,116.06
108	10.06.24	MYOB	Subscription Accounting Software – June 2024	141.00
109	12.06.24	Rivers Regional Council	Salaries	3,257.53
110	12.06.24	NextPhaze Business Solutions	Cloud File Storage – June 2024	456.80
111	21.06.24	ATO Super Clearing House	Super Guarantee & Salary Sacrifice – June 2024	2,193.38
112	24.06.24	Rivers Regional Council	Sitting Fees – 1 April 24 to 30 June 2024	27,237.50
113	26.06.24	Itomic Web Specialists	Website hosting – July 2024	61.60
114	26.06.24	Rivers Regional Council	Salaries	3,257.53
115	28.06.24	Herbert Smith Freehills	Wte Project – Legal fees	4,904.24
116	30.06.24	National Bank	Credit Card – June 2024- card fee	9.00
			TOTAL FOR JUNE	\$50,784.71

July 2024

Voucher Remittance No.	DATE	CREDITOR NAME	DETAILS	AMOUNT \$
001	08.07.24	MYOB	Subscription Accounting Software – July 2024	141.00
002	10.07.24	Rivers Regional Council	Salaries	3,257.53
003	18.07.24	NextPhaze Business Solutions	Cloud File Storage – July 2024	456.80
004	18.07.24	Local Govt Insurance Services	Contribution – Policies 2024/2025	7,886.34
005	24.07.24	Rivers Regional Council	Salaries	3,341.53
006	31.07.24	National Bank	Credit Card – July 2024- card fee	9.00
			TOTAL FOR JULY	\$15,092.20

14.2 Financial Report for the Period 1 June 2024 to 30 June 2024

MOVED JERRETT/BURNS

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

CARRIED 11/0**INCOME STATEMENT BY PROGRAM**

YTD % is	100%
-----------------	-------------

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL YTD \$	YTD ACTUAL VARIANCE %	ACTUAL TO BUDGET %
Operating Revenue					
General Purpose Funding	3,500	4,000	4,313	7.83%	107.8%
Governance	326,800	326,800	326,800	0.00%	100.0%
Total Operating Revenue	330,300	330,800	331,113	0.09%	100.1%
Operating Expenditure					
Governance	(326,800)	(328,200)	(326,752)	(0.44)%	99.6%
Total Operating Expenditure	(326,800)	(328,200)	(326,752)	(0.44)%	99.6%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	3,500	2,600	4,361	67.74%	167.7%

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

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	3,500	4,000	4,313	108%
Total Operating Revenue	3,500	4,000	4,313	108%

GOVERNANCE**YTD % is 100%**

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)	(102,620)	95%
Administration Allocation	(218,800)	(220,200)	(224,132)	102%
Total Operating Expenditure	(326,800)	(328,200)	(326,752)	100%

ADMINISTRATIONYTD % is **100%**

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Other Income	0	4,000	3,686	
Total Operating Revenue	0	4,000	3,686	
Operating Expenditure				
Salaries and Wages	(120,000)	(120,000)	(119,536)	100%
Superannuation	(19,000)	(19,000)	(18,929)	100%
Leave Accruals	(10,000)	(10,000)	(10,037)	100%
Insurance - Workers Compensation	(2,700)	(1,600)	(1,560)	98%
Accounting and Audit Services	(39,000)	(39,000)	(41,670)	107%
Bank Fees	(300)	(300)	(228)	76%
Advertising	(500)	(500)	(355)	71%
Information Technology	(7,800)	(7,800)	(8,154)	105%
Insurance - Other	(11,100)	(11,900)	(11,857)	100%
Legal Services	(4,000)	(9,700)	(15,159)	156%
Other Office Expenses	(400)	(400)	(334)	84%
Consultants	(4,000)	(4,000)	0	0%
Total Operating Expenditure	(218,800)	(224,200)	(227,818)	102%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	89,870
Reserve	0
Cash Management a/c Reserve Funds	268,994
Cash Management a/c Municipal Funds	80,184
Debtors/Accrued Income	1,663
Total Current Assets	440,710
Current Liabilities	
Creditors & Accounts payable	33,895
Leave Provisions	32,761
Total Current Liabilities	66,657
Net Current Assets	374,054
Less:	
Accumulated Surplus	100,699
Restricted assets	268,994
Total Equity	369,693
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	4,361
FINANCIAL RATIOS IN RELATION TO YTD FIGURES	
CURRENT RATIO	
Current Assets less Restricted Assets	171,716
Current Liabilities less Liabilities Associated with Restricted Current Assets	33,896
Current Ratio =	5.07
DEBT RATIO	
Total Liabilities	85,623
Total Assets	439,047
Debt Ratio =	0.1950
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	4,361

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2023/24 \$	REVISED BUDGET 2023/24 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	3,500	4,000	4,313
Total Operating Revenue	3,500	4,000	4,313
<u>Less:</u>			
Operating Expenditure			
Governance	(326,800)	(328,200)	(326,752)
Total Operating Expenditure	(326,800)	(328,200)	(326,752)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(323,300)	(324,200)	(322,439)
<u>Less:</u>			
Transfer funds to Member Councils	(341,976)	(336,931)	0
<u>Plus:</u>			
Transfers from Reserves	268,993	268,993	0
<u>Plus:</u>			
Surplus Carry Fwd from Previous Yr	102,483	95,638	95,638
Leave Accruals Non Current	0	0	5,061
Leave Entitlements Paid Out	(33,000)	(36,000)	
Contributions from Member Councils	326,800	326,800	326,800
SURPLUS / (DEFICIT)	0	(5,700)	105,060
Net Change in Assets Resulting From Operations	3,500	2,600	4,361
Amounts Set Aside To Non Current Leave Provisions	0	0	5,061
Transfer (to)/from Reserves (net)	(72,983)	(67,938)	0
Leave Entitlements Paid Out	(33,000)	(36,000)	
Surplus Brought Forward	102,483	95,638	95,638
SURPLUS	0	(5,700)	105,060

14.3 Financial Report for the Period 1 July 2024 to 31 July 2024

MOVED JERRETT/ABETZ

That Council:

1. **ENDORSES** the contribution allocation per Council for 2024/2025 as per the table above; and
2. **ADOPTS** the financial statements for 31 July 2024 as follows:

CARRIED 11/0

YTD % is 8%

INCOME STATEMENT BY PROGRAM

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	367	363	(0.99)%	8.3%
Governance	331,000	331,000	331,000	331,000	0.00%	100.0%
Total Operating Revenue	335,400	335,400	331,367	331,363	(0.00)%	100.0%
Operating Expenditure						
Governance	(331,000)	(331,000)	(18,500)	(16,846)	(8.94)%	5.1%
Total Operating Expenditure	(331,000)	(331,000)	(18,500)	(16,846)	(8.94)%	5.1%
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	4,400	4,400	312,867	314,517	0.53%	100.5%

GENERAL PURPOSE INCOME

YTD % is 8%

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	ACTUAL \$	ACTUAL TO REVISED BUDGET %
Operating Revenue				
Interest	4,400	4,400	363	8%
Total Operating Revenue	4,400	4,400	363	8%

GOVERNANCE

YTD % is 8%

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)	0	0%
Administration Allocation	(223,000)	(223,000)	(16,846)	8%
Total Operating Expenditure	(331,000)	(331,000)	(16,846)	5%

ADMINISTRATIONYTD % is **8%**

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)	(7,872)	7%
Superannuation	(19,000)	(19,000)	(1,242)	7%
Leave Accruals	(10,000)	(10,000)	0	0%
Insurance - Workers Compensation	(1,600)	(1,600)	(900)	56%
Accounting and Audit Services	(43,600)	(43,600)	0	0%
Bank Fees	(300)	(300)	(19)	6%
Advertising	(500)	(500)	0	0%
Information Technology	(7,800)	(7,800)	(543)	7%
Insurance - Other	(12,000)	(12,000)	(6,269)	52%
Legal Services	(4,000)	(4,000)	0	0%
Other Office Expenses	(200)	(200)	0	0%
Consultants	(4,000)	(4,000)	0	0%
Total Operating Expenditure	(223,000)	(223,000)	(16,846)	8%

FINANCIAL ACTIVITY

ACCOUNT DESCRIPTION	ACTUAL YTD \$
Closing Funds represented by:	
Current Assets	
Cash	74,767
Reserve	0
Cash Management a/c Reserve Funds	268,994
Cash Management a/c Municipal Funds	80,547
Debtors/Accrued Income	366,285
Total Current Assets	790,593
Current Liabilities	
Creditors & Accounts payable	69,261
Leave Provisions	32,761
Total Current Liabilities	102,022
Net Current Assets	688,571
Less:	
Accumulated Surplus	105,060
Restricted assets	268,994
Total Equity	374,054
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	314,517
FINANCIAL RATIOS IN RELATION TO YTD FIGURES	
CURRENT RATIO	
Current Assets less Restricted Assets	521,599
Current Liabilities less Liabilities Associated with Restricted Current Assets	69,261
Current Ratio =	7.53
DEBT RATIO	
Total Liabilities	120,467
Total Assets	788,408
Debt Ratio =	0.1528
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS SURPLUS / (DEFICIT)	314,517

CONTRIBUTION SETTING STATEMENT

ACCOUNT DESCRIPTION	BUDGET 2024/25 \$	REVISED BUDGET 2024/25 \$	ACTUAL \$
Operating Revenue			
General Purpose Funding	4,400	4,400	363
Total Operating Revenue	4,400	4,400	363
<u>Less:</u>			
Operating Expenditure			
Governance	(331,000)	(331,000)	(16,846)
Total Operating Expenditure	(331,000)	(331,000)	(16,846)
NET OPERATING SURPLUS / (DEFICIT) BEFORE CONTRIBUTIONS	(326,600)	(326,600)	(16,483)
<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	419,577
Net Change in Assets Resulting From Operations	4,400	4,400	314,517
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	419,577

14.4 Policy Review

MOVED BUSBY/DEWHURST

That Council APPROVE the Policy Manual.

**CARRIED 11/0
(ABSOLUTE MAJORITY ACHIEVED)**

14.5 CEO Report

MOVED SCHUMACHER/LEE

That:

- 1. The CEO'S report be RECEIVED; and**
- 2. The revised Charter for the Operations of the RIVERS REGIONAL SUBSIDIARY_0824 be APPROVED and forwarded to Member Councils for consideration and forwarded to the Minister for Local Government once approved by each Council.**

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 17 October 2024** via Video Conferencing.

21. CLOSURE

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