

RESOURCE RECOVERY GROUP
MINUTES
ORDINARY MEETING OF COUNCIL

MONDAY 18 MAY 2026
5.30pm

COUNCIL CHAMBERS
CITY OF MELVILLE
10 ALMONDBURY ROAD
BOORAGOON

Our Mission: *We are leaders in maximising material recovery and minimising climate impacts by providing our communities with best practice resource recovery solutions with high recovery rates and ethical supply chains*

On behalf of our Participant Local Governments

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

At 5:42pm, the Chair welcomed everyone in attendance, declared the meeting open and read the acknowledgement of country:

“I respectfully acknowledge the traditional owners of the land on which this meeting is taking place today – the Nyungar people of Western Australia and pay our respects to their elders’ past and present and emerging.”

2. RECORD OF ATTENDANCE / APOLOGIES

In attendance

Cr K Wheatland, Presiding Member	City of Melville, Councillor
Cr D Lim	City of Melville, Councillor
Cr A Sullivan	City of Fremantle, Councillor (electronic attendance)
Cr F Mofflin	City of Fremantle, Councillor
Mr M Tieleman	Resource Recovery Group, Acting Chief Executive Officer
Mr G Tuffin	City of Melville, Director Corporate Services
Mr G Tattersall	City of Fremantle, Director Infrastructure (electronic attendance)
Ms C Newman	Meeting Support

Apologies

Nil.

3. DISCLOSURES OF INTEREST

Nil.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

5. PUBLIC QUESTION TIME

At 5:43pm, the Chair opened Public Question Time.

5.1. Mr M Charlton, Ardross

Question 1:

Is there any further confirmation that the Re.Group will be providing tours at the recycling and waste recovery facility?

Response 1:

This is not yet confirmed, further advise will be provided in due course.

Question 2

It appears that the Recycle Right app was discontinued approximately 2 – 3 months ago, is there are a reason for this?

Response 2

The Recycle Right app was reassigned to Department of Water and Environmental Regulation, who retired the app as of 1 March 2026, with the intent of establishing something of a similar nature in the future.

At 5:46pm, the Chair closed Public Question Time.

6. ANNOUNCEMENTS BY THE CHAIRPERSON OR PRESIDING PERSON

Nil.

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Minutes of the Ordinary Meeting of Council Held on 19 February 2026 and 25 March 2026.

COUNCIL RESOLUTION

AT 5:46PM

MOVED: Cr Mofflin

SECONDED: Cr Lim

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 19 FEBRUARY 2026 AND THE SPECIAL MEETING OF COUNCIL HELD 25 MARCH 2026 BE RECEIVED AS A TRUE AND ACCURATE RECORD.

For: Cr K Wheatland, Cr D Lim, Cr A Sullivan, Cr F Mofflin

CARRIED 4/0

8.2 ACTIONS ARISING FROM THE MINUTES OF THE MEETINGS OF COUNCIL HELD ON 19 FEBRUARY 2026 AND 25 MARCH 2026

Nil.

9. ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETING MAY BE CLOSED TO PUBLIC

Nil.

10. BUSINESS NOT DEALT WITH FROM PREVIOUS MEETING

Nil.

11. REPORTS OF THE CEO

REPORT NO	11.1-05-2026
SUBJECT	PROGRESS REPORT RE. WIND UP OF RESOURCE RECOVERY GROUP
AUTHOR	M Tieleman, Acting Chief Executive Officer
RESPONSIBLE OFFICER	M Tieleman, Acting Chief Executive Officer
EMPLOYEE INTEREST	Nil
DATE OF REPORT	15 May 2026
FILE REFERENCE	FD: Establishment Agreement
ATTACHMENTS	#1 - Letter From Minister Beazley Re. RRG Wind-Up Resolution

COUNCIL RESOLUTION

AT 6:06PM

MOVED: Cr Lim

SECONDED: Cr Mofflin

THAT THE PROGRESS REPORT IN RESPECT TO THE WINDING UP OF THE RESOURCE RECOVERY GROUP (RRG), BE RECEIVED.

For: Cr K Wheatland, Cr D Lim, Cr A Sullivan, Cr F Mofflin

CARRIED 4/0

CEO RECOMMENDATION:

That the progress report in respect to the winding up of the Resource Recovery Group (RRG), be received.

VOTING REQUIREMENT

Simple Majority.

PURPOSE OF REPORT

To provide Council with an update on the progress being made wind up the Resource Recovery Group (RRG) in response to the Council's decision made at its Ordinary Meeting held on Thursday 19 February 2026.

NATURE OF COUNCIL'S ROLE IN THE MATTER:

Advocative

Not applicable.

Executive

The decision to wind up the Regional Local Government is one which was made by resolution of the Council of the Regional Local Government in accordance with its Establishment Agreement.

Legislative

Section 3.63 of the *Local Government Act 1995* states as follows:

Dissolution or partial dissolution of regional local government

- (1) A regional local government is to be wound up —
 - (a) at the direction of the Minister; or
 - (b) in accordance with the establishment agreement.

- (2) A participant may, in accordance with the establishment agreement, withdraw from the regional local government and cease to be a participant.

IMPLICATIONS TO CONSIDER:

Consultative:

The remaining members of the RRG have been fully engaged in the process of winding up the two Projects being the Office and Regional Resource Recovery Centre (RRRC) Projects.

Strategic relevance:

This decision will conclude the operations of the RRG and dissolve the Council.

Policy related:

There is no policy that is relevant to this report.

Financial:

Following the resolution of all outstanding debts owing to the RRG will be collected and any outstanding creditors paid. The surplus remaining will be distributed to the two remaining members in accordance with Establishment Agreement.

Legal and statutory:

As stated in Legislative above.

Risk related:

Risk No	Risk Description	Potential Consequences	Controls Are Currently in Place	Overall Risk Rating
S03	Winding up of Regional Council	1. Business Continuity 2. Financial Implications	Establishment Agreement, RRRC Project, WALGA 's Vision for the Future Paper, Submission sent to Review Panel, Infrastructure Panel Member, MWAC member.	Low 4

BACKGROUND:

At its Ordinary Meeting held on 19 February 2026 Council resolved as follows:

Council Resolution At 5:39pm Moved: Cr D Lim Seconded: Cr A Sullivan

That in accordance with section 3.63 (1) of the *Local Government Act 1995* and Clause 12.1 of the Establishment Agreement of the Resource Recovery Group (RRG), Council resolve by absolute majority to wind up the Regional Local Government known as the Resource Recovery Group formerly known as the Southern Metropolitan Regional Council.

For: Cr K Wheatland, Cr D Lim, Cr A Sullivan, Cr F Mofflin

Carried by an Absolute Majority 4/0

REPORT:

Following the decision of the Council the following information is relevant to the wind-up.

Acknowledgement of the RRG's Council wind-up resolution was received from the Hon Hannah Beazley MLA Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne. A copy of this letter is included in Attachment #1. Confirmation regarding the record-keeping and assurance matters requested by the Minister will be provided.

Discussions with the City of Melville and the RRG's software and cloud storage providers have been undertaken to facilitate the transfer of data and the hosting of ongoing software products. The physical records of the RRG have been transferred to the City of Melville, however, the digital records also need to be transferred and held for the retention periods stipulated under the *State Records Act 2000* and the RRG's Record Keeping Plan. Once the data is transferred the RRG will be able to cease the Microsoft Azure Cloud hosting services arrangement facilitated through Telstra. This service costs approximately \$7,000 per month and it is necessary to effect the data transfer prior to cessation of this service.

There remains one small debt of \$485.54 outstanding. Contact has been made with the debtor on several occasions. The debtor advises that they have experienced severe personal issues which has impacted negatively on their business and that they are now back at work, however, their cash position remains vulnerable. They have promised payments as funds permit. A provision for doubtful debt will be raised for this debt as it may be unrecoverable.

The balance sheet of the RRG shows an asset of \$13,500 in relation to a bond paid to the City of Canning in 2009. This bond was to ensure rehabilitation of the workshop building following the end of lease and demolition of the building. As the lease was terminated early and the building in question has been handed back to the City of Canning along with the payment of \$2.174 million for end of lease obligations, it is considered appropriate for the bond to be refunded to the RRG. The City of Canning do not agree and attempts to make contact with their CEO to discuss it further have proved futile. We will continue to attempt contact, however, given their position it is unlikely that this amount will be received prior to wind-up. If it is received following wind-up it will need to be distributed to the two remaining members in the proportion to which they are entitled.

The Acting CEO has requested a quotation from Moore Australia to prepare the final set of financial accounts to be submitted to the RRG's auditor. The model used for producing the Annual Financial Report was authored by Moore Australia and it is therefore considered this will be the most efficient and cost-effective method of producing the Annual Financial Report.

An estimate of the cost of the final audit has been received from the Office of the Auditor General (OAG) for \$30,000 excluding GST. It is considered that, in light of past additional audit costs that have been incurred over and above the estimated amount, an additional \$10,000 excluding GST should be provided for.

Discussions with the OAG and the external independent auditing firm RSM, who will conduct the audit on behalf of the OAG, have taken place as to timing of closure of the RRG's books. It has been agreed that all transactions will cease by 25 May 2026 and that the RRG pay an estimated sum of money to cover the remaining expenses to the City of Melville who will hold in a clearing account from which they can pay the final costs. An agreement will be reached between the two-member local governments as to the distribution of any remaining funds in that account or payment of any shortfall. It will be run on an open book arrangement to ensure transparency between the parties.

In addition to this to enable all expenditure to cease, the Acting CEO will be paid via the City of Melville and the estimated salary cost, along with estimated elected member fees, will also be funded from the RRG funded City of Melville clearing account. The Acting CEO will be classed as a casual employee for this period.

Distribution of the equity of the RRG to the two remaining member local governments will take place following the audit of the final financial report. A final annual report will also be produced and that along with the final end of business financial report will be considered and adopted by the Council of the RRG. This should occur prior to the end of June 2026.

The key discussion points related to the audit recorded by RSM are as follows:

1. *We all agree that the audit needs to be signed off before 30 June 2026.*
2. *The financial statements can be finalised pre or post distribution to the council members. At this stage, RRG will make an estimate of the distribution and provide an advance against this estimate to the both the councils. A small amount of cash may remain undistributed to cater for any provision or Canning bond that may or may not be collected in full. This remaining amount will be retained by Melville on trust (but not as a formal trust account).*
3. *Melville and Fremantle will ensure there is appropriate written agreement between all the parties to give effect to 2 above. This agreement can be in any form, just that it needs to be agreed by those who have the appropriate delegation to agree.*
4. *All other agreements in force will be closed out by then.*

From a timing perspective,

1. *We will need to audit some profit and loss transactions too given the operations from July – early Nov 2025. The balance sheet is expected to have minimal balances.*
2. *The trial balance is expected to be closed by 25 May and we can start the audit thereafter.*
3. *RSM auditor will send through a schedule request with sample selections. If we can get the information as soon as possible, that would be great and will speed up the audit process.*
4. *We would ideally need slightly over one week to audit provided all information including the financial statements are available when we start.”*
5. *This will allow OAG review to be carried out by mid-June and final sign off on the financial statements before 30 June.*

REPORT NO	11.2-05-2026
SUBJECT	FINANCIAL REPORTS
REPORTING OFFICER	M Tieleman, Acting Chief Executive Officer
RESPONSIBLE OFFICER	M Tieleman, Acting Chief Executive Officer
EMPLOYEE INTEREST	Nil
DATE OF REPORT	15 May 2026
FILE REFERENCE	FD: Corporate Finance\ Monthly Financial Reporting\ 2025/2026
ATTACHMENTS	#2 Statement of Financial Activity – 28 February 2026 #3 Statement of Financial Position – 28 February 2026 #4 Statement of Financial Activity – 31 March 2026 #5 Statement of Financial Position – 31 March 2026 #6 Statement of Financial Activity – 30 April 2026 #7 Statement of Financial Position – 30 April 2026

COUNCIL RESOLUTION
 AT 6:08PM **MOVED: Cr Mofflin** **SECONDED: Cr Lim**

THE STATEMENT OF FINANCIAL ACTIVITY AND CASH HOLDINGS OF THE RESOURCE RECOVERY GROUP FOR THE PERIODS ENDED 28 FEBRUARY, 31 MARCH AND 30 APRIL 2026 BE RECEIVED.

For: Cr K Wheatland, Cr D Lim, Cr A Sullivan, Cr F Mofflin

CARRIED 4/0

CEO RECOMMENDATION:

The Statement of Financial Activity and Cash Holdings of the Resource Recovery Group for the periods ended 28 February, 31 March and 30 April 2026 be received.

VOTING REQUIREMENT
 Simple Majority

PURPOSE OF REPORT

To receive the financial statements for the periods ended 28 February, 31 March and 30 April 2026.

NATURE OF COUNCIL’S ROLE IN THE MATTER:

Advocative
 Not applicable

Executive
 The role of the Council is to have oversight over its financial affairs and receive the regional local government’s monthly financial reports.

- Legislative**
- Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under reg 22(1)(d).
 - Regulation 34(5) of the Local Government (Financial Management). The Council resolved at its meeting on 24 August 2023 to adopt an amount of \$20,000 as a value used to report any material variances between budget and actual line items in the monthly Statements of Financial Activity.
 - Regulation 34(4)(a) of the Local Government (Financial Management) 1996. The financial statements are to be presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates.

The February 2026 financial statement falls outside the 2-month timeframe due to there being no ordinary meeting of the council within that period. There appears to be an inconsistency between the *Local Government Act 1995 Act* and the Regulations as Section 5.3(2) of the Act states that (2) *Ordinary meetings are to be held not more than 3 months apart*. In the event of an inconsistency between an Act and regulations, the Act prevails.

IMPLICATIONS TO CONSIDER:

Consultative:
 Not applicable

Strategic relevance:
 Compliance requirement

Policy related:
 Policy No 2.1 - Accounting Policies (Council approved 23/11/2023)

Financial:
 Refer to report

Legal and statutory:
 Not applicable

Risk related:

Risk No	Risk Description	Potential Consequences	Controls Are Currently in Place	Overall Risk Rating
A03	Non-Compliance (Corporate)	Infringement by relevant authority	3- Compliance with legislation, 2- State Govt Legislative updates, 3- Annual Compliance Audit Return,	Low 6

REPORT

Financial Statements for the period ended 28 February 2026

The monthly financial report provides details of the current financial position in relation to the 2025-26 annual budget.

The operating results (before depreciation and reserve transfers) reports a -\$0.1m operational deficit against the budgeted operational surplus of -\$1.5 million. The lower operating deficit is due to the cessation of operations on 30 November 2025.

	2025-2026 Revised Budget	YTD Actual
	30/06/2026	28/02/2026
	(\$M)	(\$M)
OPERATING REVENUES (EXCLUDING SALE OF ASSETS)	\$9.1	\$8.8
OPERATING EXPENSES (EXCLUDING DEPRECIATION)	-\$10.6	-\$8.9
OPERATING SURPLUS/(DEFICIT)	-\$1.5	-\$0.1
	Revised Budget EOY Balances	YTD ACTUAL
	30/06/2026	28/02/2026
	(\$M)	(\$M)
CASH IN BANK	\$0.0	\$4.7
OUTSTANDING LOANS	\$0.0	\$0.0
NET ASSETS	\$0.0	\$4.6

NOTE 3 – 28 February 2026

EXPLANATION OF MATERIAL VARIANCES			
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual in a material way.			
The material variance adopted by Council for the 2025-26 year is \$20,000.			
Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Interest Revenue	(22,564)	(15.04%)	▼
Full year's budget shown			
Other revenue	(275,299)	(38.74%)	▼
CDS budgeted but not yet received in February			
Expenditure from operating activities			
Employee costs	1,634,339	39.53%	▲
Employee costs including redundances are below revised budget & will remain so.			
Materials and contracts	54,262	1.0%	▲
Budget reflects the full estimated expenditure until wind-up is complete.			

Cash Holdings on 28 February 2026

Interest Earning at Call Bank Deposits on 28 February 2026 was as follows:

CBA Cheque Account Bearing Interest 2.65%	\$3,409,944.20 – Interest Earned Prior Month \$6,885.31
CBA Online Saver Account Bearing Interest 2.45%	\$1,314,272.36 – Interest Earned Prior Month \$2,451.13
Total	<u>\$4,724,216.56</u>

The interest rates paid on these accounts are 1.20% and 1.40% respectively, **below** the Reserve Bank of Australia's Target Cash Rate (TCR).

The Cash Investment Portfolio is 100% deposited in the Commonwealth Bank of Australia i.e. a credit exposure of 100% is to the CBA.

Financial Statements for the period ended 31 March 2026

The monthly financial report provides details of the current financial position in relation to the 2025-26 annual budget.

The operating results (before depreciation and reserve transfers) report a \$0.2 operational surplus against the budgeted operational deficit of -\$1.1 million. The operating deficit is due to expenditure being lower than budgeted due to cessation of operations on 30 November 2025.



	2025-2026 Revised Budget	YTD ACTUAL
	30/06/2026	31/03/2026
	(\$M)	(\$M)
OPERATING REVENUES (EXCLUDING SALE OF ASSETS)	\$9.1	\$9.2
OPERATING EXPENSES (EXCLUDING DEPRECIATION)	-\$10.6	-\$9.0
OPERATING SURPLUS/(DEFICIT)	-\$1.5	\$0.2
	Revised Budget EOY Balances	YTD ACTUAL
	30/06/2026	31/03/2026
	(\$M)	(\$M)
CASH IN BANK	\$0.0	\$5.1
OUTSTANDING LOANS	\$0.0	\$0.0
NET ASSETS	\$0.0	\$5.0

NOTE 3 – 31 March 2026

EXPLANATION OF MATERIAL VARIANCES			
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual in a material way.			
The material variance adopted by Council for the 2025-26 year is \$20,000.			
Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Other revenue	168,102	23.66%	▲
CDS Receipts exceeded expectations			
Expenditure from operating activities			
Employee costs	1,616,851	39.10%	▲
Employee costs including redundancies are below revised budget & will remain so.			
Materials and contracts	47,748	0.81%	▲
Full year budget shown – additional expenditure will be incurred by end of wind up.			
Other Expenditure	(86,646)	(100.0%)	▼
Inventory adjustments on wind-up not budgeted – not a cash expenditure – asset write off.			

Cash Holdings on 31 March 2026

Interest Earning on at Call Bank Deposits held on 31 March 2026:

CBA Cheque Account Bearing Interest 2.90%	\$3,763,624.03 – Interest Earned Prior Month \$6,917.53	CBA
Online Saver Account Bearing Interest 2.70%	\$1,316,715.47 – Interest Earned Prior Month \$2,443.11	
Total	<u>\$5,080,339.50</u>	

The interest rates paid on these accounts are 1.20% and 1.40% respectively, **below** the Reserve Bank of Australia’s Target Cash Rate (TCR). The Cash Investment Portfolio is 100% deposited in the Commonwealth Bank of Australia i.e. a credit exposure of 100% is to the CBA.

Financial Statements for the period ended 30 April 2026

The monthly financial report provides details of the current financial position in relation to the 2025-26 annual budget.

The operating results (before depreciation and reserve transfers) reports a \$0.2 operational surplus against the budgeted operational deficit of -\$1.01 million. The operating surplus is due to expenditure being lower than budgeted due to cessation of operations on 30 November 2025.

	2025-2026 Revised Budget	YTD ACTUAL
	30/06/2026	30/04/2026
	(\$M)	(\$M)
OPERATING REVENUES (EXCLUDING SALE OF ASSETS)	\$9.1	\$9.1
OPERATING EXPENSES (EXCLUDING DEPRECIATION)	-\$10.6	-\$9.0
OPERATING SURPLUS/(DEFICIT)	-\$1.5	\$0.0
	Revised End of Year Balance	YTD ACTUAL
	30/06/2026	30/04/2026
	(\$M)	(\$M)
CASH IN BANK	\$0.0	\$5.0
OUTSTANDING LOANS	\$0.0	\$0.0
NET ASSETS	\$0.0	\$5.0

NOTE 3 – 30 April 2026

EXPLANATION OF MATERIAL VARIANCES			
The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual in a material way.			
The material variance adopted by Council for the 2025-26 year is \$20,000.			
Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Other revenue	168,102	23.66%	▲
CDS Receipts exceeded expectations			
Expenditure from operating activities			
Employee costs	1,598,714	38.66%	▲
Employee costs including redundancies are below revised budget & will remain so.			
Materials and contracts	24,318	0.41%	▲
Budget reflects the full estimated expenditure until wind-up is complete.			
Other Expenditure			
Inventory adjustments on wind-up not budgeted – not a cash expenditure – asset write off.	(86,646)	(100.0%)	▼

Cash Holdings 30 April 2026

Interest Earning on at Call Bank Deposits held on 30 April 2026:

CBA Cheque Account Bearing Interest 2.90%	\$3,706,813.01 – Interest Earned Prior Month \$8,625.49
CBA Online Saver Account Bearing Interest 2.70%	\$1,319,581.58 – Interest Earned Prior Month \$2,866.11
Total	<u>\$5,026,394.59</u>

The interest rates paid on these accounts are 1.20% and 1.40% respectively, **below** the Reserve Bank of Australia's Target Cash Rate (TCR). The Cash Investment Portfolio is 100% deposited in the Commonwealth Bank of Australia i.e. a credit exposure of 100% is to the CBA.

REPORT NO	11.4-05-2026
SUBJECT	SCHEDULES OF PAYMENTS MADE
REPORTING OFFICER	M Tieleman, Acting Chief Executive Officer
RESPONSIBLE OFFICER	M Tieleman, Acting Chief Executive Officer
EMPLOYEE INTEREST	Nil
DATE OF REPORT	15 May 2026
FILE REFERENCE	FD: Corporate Finance\Monthly Financial Reporting\2025-2026
ATTACHMENTS	Nil

<p>COUNCIL RESOLUTION AT 6:11PM MOVED: Cr Sullivan SECONDED: Cr Mofflin</p> <p>THAT THE SCHEDULES OF PAYMENTS MADE FROM THE MUNICIPAL FUND FOR THE MONTHS OF FEBRUARY, MARCH AND APRIL 2026 TOTALING \$278,425.87, AS SHOWN IN THE REPORT BELOW, BE RECEIVED.</p> <p>For: Cr K Wheatland, Cr D Lim, Cr A Sullivan, Cr F Mofflin</p> <p style="text-align: right;">CARRIED 4/0</p>

CEO RECOMMENDATION:

<p>That the Schedules of Payments Made from the Municipal Fund for the months of February, March and April 2026 totaling \$278,425.87, as shown in the report below, be received.</p>
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VOTING REQUIREMENT
Simple Majority

PURPOSE OF REPORT
To report the delegated authority of payments for the months noted above.

NATURE OF COUNCIL’S ROLE IN THE MATTER:
Advocative
Not applicable

Executive
In accordance with the *Local Government Act 1995* s2.7 Role of Council Role of council –
1) The Council governs the local government’s affairs and, as the local government’s governing body, is responsible for the performance of the local government’s functions.

Legislative
Local Government Act 1995 Part 6 Financial Management

IMPLICATIONS TO CONSIDER:

Consultative:
 Nil.

Strategic relevance:
 Corporate Governance

Policy related:
 Council Policy No 2.2 Authorisation & Payment of Accounts.

Financial:
 The 2025/2026 Budget provides approved funds for the payments made.

Legal and statutory:
Local Government Act 1995 Section 6.10(d).
Local Government (Financial Management) Regulations 1996 Part 2 – General Financial Management Regulations 11, 12 and 13

Risk related:

Risk No	Risk Description	Potential Consequences	Controls Are Currently in Place	Overall Risk Rating
A03	Non-Compliance (Corporate)	Infringement by relevant authority	1- CEO Review of Statutory legislation & Compliance Report 2- code of conduct 3- Compliance Calendar/Register 4- State Govt Legislative updates 5 Annual Compliance Audit Return	Low 6

BACKGROUND

Delegated Authority has been granted to the Chief Executive Officer to make payments from the Regional Council banking Account. In accordance with Regulation 13(2) and (3) of the Local Government (Financial Administration) Regulations 1996 where this power has been delegated, a list is to be compiled for each month and presented to the Council which shows each payment, payee’s name, amount and date of payment, and sufficient information to identify the transaction.

Regulation 13A of the Local Government (Financial Administration) Regulations 1996 requires that an employee authorised to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month and presented to the council at the next ordinary meeting of the council after the list is prepared.

REPORT:

The following Schedules of Payments Made provide the necessary details in relation to payments made under Councils delegated authority for the months of February, March and April 2026.

Schedule of Payments Made February 2026				
Payment No.	Payment Date	Customer/Vendor Name	Description	Total Payment Amount
4803175	09.02.26	Cr Karen Wheatland*	Elected Member Fees & Allowances	\$3,350.83
4803176	09.02.26	e Fire & Safety (WA)	Clean Accessible Sprinkler Heads in MRF	\$528.00
4803177	09.02.26	Solutions Plus Partnership Pty Ltd	Software Licensing & Pay Processing	\$28.05
4803178	09.02.26	Western Tree Recyclers	Grind Green Waste	\$26,997.74
4803179	09.02.26	Omnicom Media Group (Market Force)	Advertising	\$1,209.67
4803180	09.02.26	Cr Andrew Sullivan	Elected Member Fees & Allowances	\$1,454.00
4803181	09.02.26	Cr Daniel Lim	Elected Member Fees & Allowances	\$985.83
4803182	09.02.26	Cr Frank Mofflin	Elected Member Fees & Allowances	\$985.83
4803183	17.02.26	ATO	PAYG	\$1,990.00
4803184	12.02.26	Precision (Beam)	Superannuation	\$1,606.71
4803185	23.02.26	RRG Payroll Net Clearing	Payroll	\$4,948.11
4803186	09.02.26	Satellite Security Services Pty Ltd	Security Services CVC	\$302.50
4803187	16.02.26	CBA	Bank Fees	\$7.63
4803188	23.02.26	ATO (Super)	Superannuation Payments	\$9,030.62
4803190	24.02.26	City of Fremantle	Refund of Overpayment	\$4,892.97
4803191	24.02.26	Lincom Group (Komptech)	CRIBUS Repairs	\$6,860.04
4803192	26.02.26	Precision (Beam)	Superannuation	\$1,606.71
4803193	25.02.26	RRG Payroll Net Clearing	Payroll	\$4,966.71
Total				\$71,751.95

Schedule of Payments Made March 2026				
Payment No.	Payment Date	Customer/Vendor Name	Description	Total Payment Amount
4803194	09.03.26	Telstra Limited	MS Azure Cloud Hosting December 2025	\$5,857.45
4803195	09.03.26	Telstra Limited	Microsoft Azure Cloud January 2026	\$7,203.49
4803196	11.03.26	Australia Post	Rental of PO Box 1501	\$287.00
4803197	11.03.26	Cr Karen Wheatland*	Elected Member Fees & Allowances	\$3,350.83
4803198	11.03.26	Solo Resource Recovery	Share of CDS Payment	\$6,407.69
4803199	11.03.26	Solutions Plus Partnership Pty Ltd	Software Licensing & Pay Processing	\$9.35
4803200	11.03.26	City of Wanneroo	Share of CDS Payment	\$108,607.35
4803201	11.03.26	City of Kalamunda	Share of CDS Payment	\$30,559.04
4803202	11.03.26	Cr Andrew Sullivan	Elected Member Fees & Allowances	\$1,454.00
4803203	11.03.26	Cr Daniel Lim	Elected Member Fees & Allowances	\$985.83
4803204	11.03.26	Cr Frank Mofflin	Elected Member Fees & Allowances	\$985.83
4803205	11.03.26	Precision (Beam)	Superannuation	\$1,606.71
4803206	11.03.26	RRG Payroll Net Clearing	Payroll	\$4,948.11
4803207	11.03.26	ATO	PAYG	\$1,990.00
4803208	16.03.26	CBA	Bank Fees	\$5.41
4803209	19.03.26	Direct Industries Pty Ltd trading as Direct Blast	Repayment of Retention	\$3,565.39
4803210	19.03.26	Network-IT(WA) PTY LTD	IT Support	\$935.41
4803211	19.03.26	Solutions Plus Partnership Pty Ltd	Software Licensing & Pay Processing	\$1,919.34
4803212	30.03.26	Precision (Beam)	Superannuation	\$1,606.71
4803213	30.03.26	RRG Payroll Net Clearing	Payroll	\$4,948.11
4803214	30.03.26	ATO	PAYG	\$1,990.00
Total				\$189,223.05

Schedule of Payments Made April 2026				
Payment No.	Payment Date	Customer/Vendor Name	Description	Total Payment Amount
4803215	08.04.26	Network-IT(WA) PTY LTD	IT Support	\$991.41
4803216	08.04.26	Solutions Plus Partnership Pty Ltd	Software Licensing	\$4,169.03
4803217	08.04.26	Western Metropolitan Regional Council	Long Service Leave Liability Former RRG Employee	\$5,423.59
4803218	15.04.26	CBA	Bank Fees	\$3.87
4803219	20.04.26	Cr Karen Wheatland*	Elected Member Fees & Allowances	\$3,350.83
4803220	20.04.26	Network-IT(WA) PTY LTD	IT Support	\$77.13
4803221	20.04.26	Solutions Plus Partnership Pty Ltd	Software Licensing	\$9.35
4803222	20.04.26	Cr Andrew Sullivan	Elected Member Fees & Allowances	\$1,454.00
4803223	20.04.26	Cr Daniel Lim	Elected Member Fees & Allowances	\$985.83
4803224	20.04.26	Cr Frank Mofflin	Elected Member Fees & Allowances	\$985.83
Total				\$17,450.87

12. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

13. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PERSON PRESIDING OR BY DECISION OF MEETING

Nil.

14. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

15. CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil.

16. DECLARATION OF CLOSURE OF MEETING

There being no further business to be discussed, the Presiding Member declared the meeting closed at 6:11pm.