

Shire of Pingelly

Attachments

Ordinary Council Meeting
15 May 2019

Attachment 1

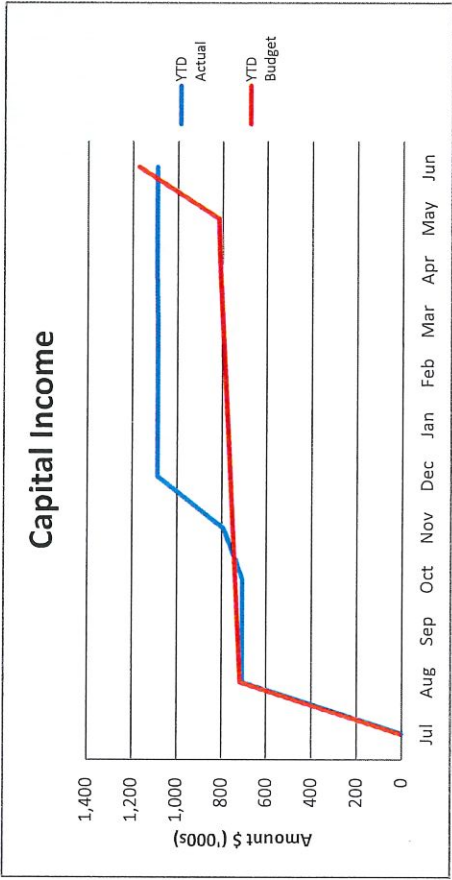
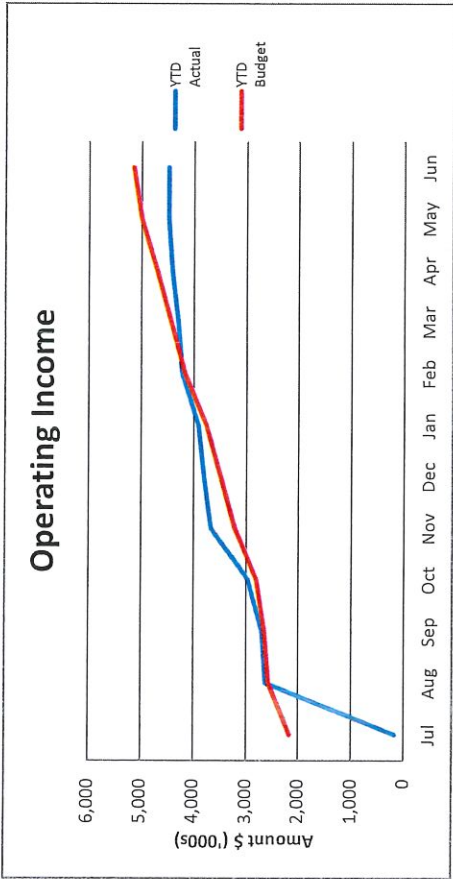
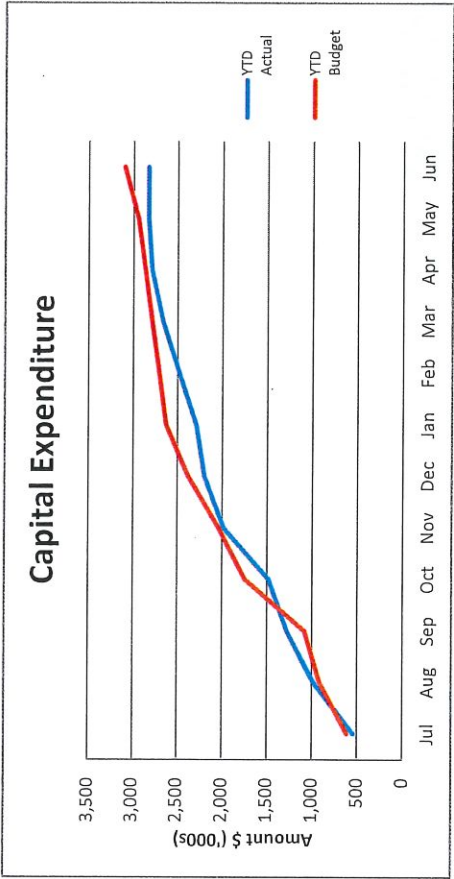
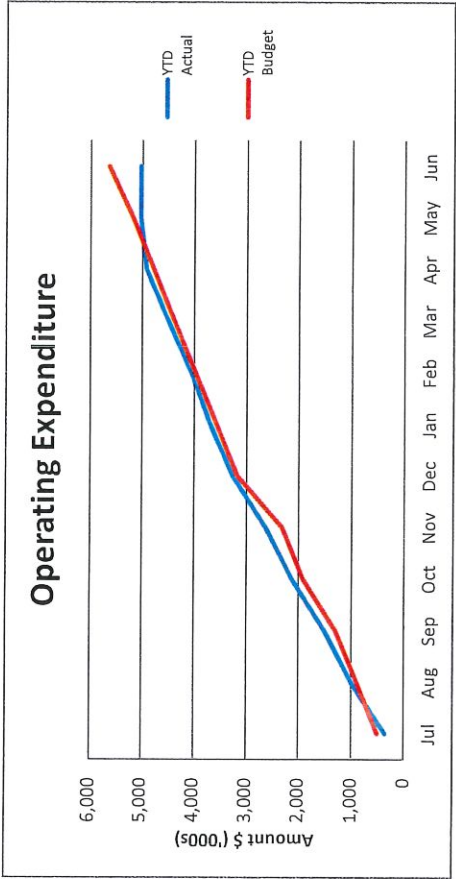


SHIRE OF PINGELLY
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

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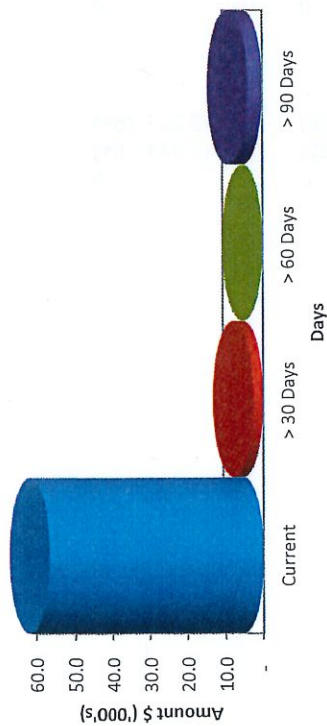
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Income and Expenditure Graphs to 30 April 2019

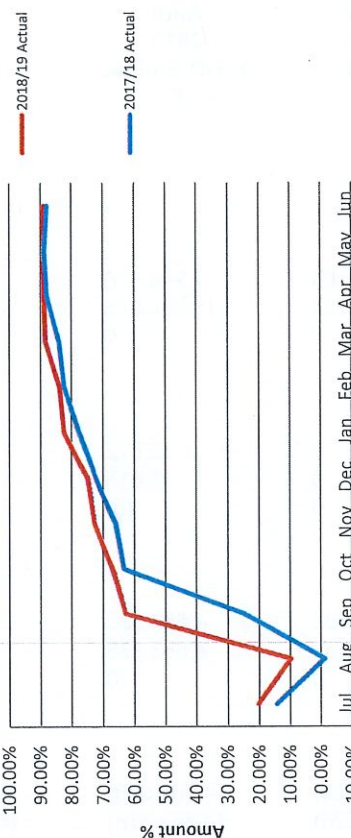


Other Graphs to 30 April 2019

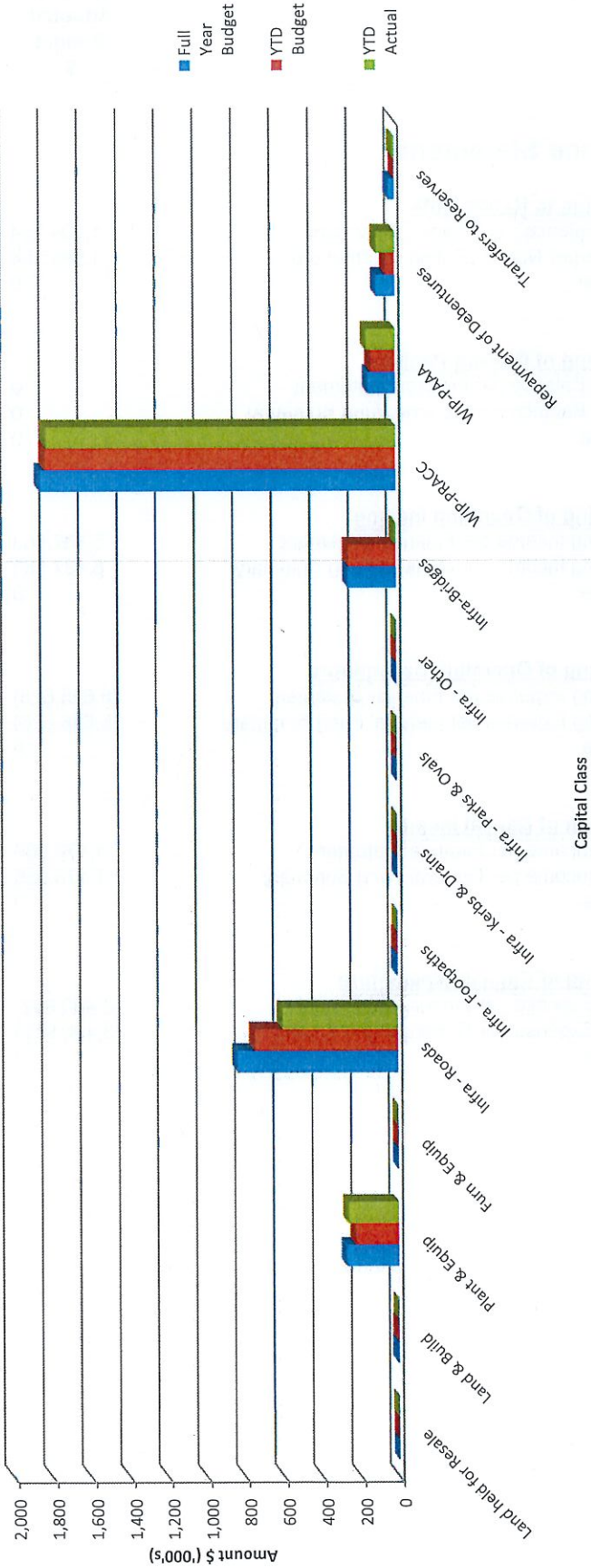
Sundry Debtors Amount O/s



Rates % Collected



Capital Expenditure



SHIRE OF PINGELLY

Summary of Balancing Contained Within The Monthly Reports

	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	April 2019 Y-T-D Budget \$	April 2019 Actual \$
Finance Statement				
<u>Balancing to Rating Note</u>				
Rates Balance per Finance Statement	1,994,784	1,994,784	1,994,876	2,000,889
Balance per Note 6 (Rating Information)	1,994,784	1,994,784	1,994,876	2,000,889
Variance	0	0	0	0
<u>Balancing of Closing Position</u>				
Closing Balance per Finance Statement	0	0	12,612	247,602
Closing Balance per General Fund Summary	0	0	12,612	247,602
Variance	0	0	(0)	0
<u>Balancing of Operating Income</u>				
Operating Income per Finance Statement	5,137,563	5,137,563	4,683,233	4,396,782
Operating Income per General Fund Summary	5,137,563	5,137,563	4,683,233	4,396,781
Variance	0	0	0	1
<u>Balancing of Operating Expenditure</u>				
Operating Expense per Finance Statement	(5,626,626)	(5,626,626)	(4,762,578)	(4,902,351)
Operating Expense per General Fund Summary	(5,626,626)	(5,626,626)	(4,762,578)	(4,902,351)
Variance	0	0	0	(0)
<u>Balancing of Capital Income</u>				
Capital Income per Finance Statement	1,176,966	1,176,966	809,879	1,096,307
Capital Income per General Fund Summary	1,176,966	1,176,966	809,879	1,096,307
Variance	0	0	0	(0)
<u>Balancing of Capital Expenditure</u>				
Capital Expense per Finance Statement	(3,490,962)	(3,490,962)	(3,241,451)	(2,950,136)
Capital Expense per General Fund Summary	(3,490,962)	(3,490,962)	(3,241,451)	(2,950,136)
Variance	0	0	0	(0)

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

	NOTE	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	April 2019 Y-T-D Budget \$	April 2019 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating								
Revenues/Sources								
Governance		85,669	85,669	71,390	60,504	(10,886)	(15.25%)	▼
General Purpose Funding		696,301	696,301	529,713	465,793	(63,920)	(12.07%)	▼
Law, Order, Public Safety		65,902	65,902	50,589	93,391	42,802	84.61%	▲
Health		6,936	6,936	5,760	1,476	(4,284)	(74.38%)	
Education and Welfare		11,175	11,175	8,868	10,675	1,807	20.38%	
Community Amenities		343,650	343,650	312,610	201,891	(110,719)	(35.42%)	▼
Recreation and Culture		712,454	712,454	710,851	731,710	20,859	2.93%	
Transport		1,118,892	1,118,892	913,806	777,944	(135,862)	(14.87%)	▼
Economic Services		24,050	24,050	20,020	19,608	(412)	(2.06%)	
Other Property and Services		77,750	77,750	64,750	32,901	(31,849)	(49.19%)	▼
		3,142,779	3,142,779	2,688,357	2,395,893	(292,464)	(10.88%)	
(Expenses)/(Applications)								
Governance		(677,507)	(677,507)	(625,624)	(459,808)	165,816	26.50%	▼
General Purpose Funding		(225,373)	(225,373)	(181,150)	(137,592)	43,558	24.05%	▼
Law, Order, Public Safety		(207,056)	(207,056)	(175,044)	(201,110)	(26,066)	(14.89%)	▲
Health		(121,072)	(121,072)	(101,096)	(94,719)	6,377	6.31%	
Education and Welfare		(119,003)	(119,003)	(97,961)	(50,329)	47,632	48.62%	▼
Community Amenities		(408,119)	(408,119)	(336,972)	(290,784)	46,188	13.71%	▼
Recreation & Culture		(1,338,540)	(1,338,540)	(1,113,493)	(1,051,807)	61,686	5.54%	
Transport		(2,225,141)	(2,225,141)	(1,859,532)	(2,410,122)	(550,590)	(29.61%)	▲
Economic Services		(264,077)	(264,077)	(223,492)	(189,221)	34,271	15.33%	▼
Other Property and Services		(40,738)	(40,738)	(48,214)	(16,859)	31,355	65%	▼
		(5,626,626)	(5,626,626)	(4,762,578)	(4,902,351)	(139,773)	2.93%	
Net Operating Result Excluding Rates		(2,483,847)	(2,483,847)	(2,074,221)	(2,506,458)	(432,237)	20.84%	
Adjustments for Non-Cash								
(Revenue) and Expenditure								
(Profit)/Loss on Asset Disposals	2	308,049	308,049	321,049	(73,572)	(394,621)	122.92%	▼
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0	0.00%	
Movement in Employee Benefit Provisions		0	0	0	0	0	0.00%	
Adjustments in Fixed Assets		0	0	0	0	0	0.00%	
Rounding		0	0	0	0	0	0.00%	
Depreciation on Assets		1,755,000	1,755,000	1,462,470	1,940,562	478,092	(32.69%)	▲
Capital Revenue and (Expenditure)								
Purchase Land Held for Resale	1	0	0	0	0	0	0.00%	
Purchase of Land and Buildings	1	(5,000)	(5,000)	(4,160)	0	4,160	100.00%	
Purchase of Furniture & Equipment	1	0	0	0	0	0	0.00%	
Purchase of Plant & Equipment	1	(273,000)	(273,000)	(227,500)	(263,792)	(36,292)	(15.95%)	▲
Purchase of WIP - PP & E	1	0	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Roads	1	(833,572)	(833,572)	(746,774)	(601,850)	144,924	19.41%	▼
Purchase of Infrastructure Assets - Footpaths	1	(6,000)	(6,000)	(4,990)	0	4,990	100.00%	
Purchase of Infrastructure Assets - Kerbs & Drains	1	0	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Parks & Ovals	1	0	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Bridges	1	(252,000)	(252,000)	(251,998)	(5,857)	246,141	97.68%	▼
Purchase of Infrastructure Assets - Other	1	0	0	0	0	0	0.00%	
Purchase of WIP Recreation and Culture	1	(1,849,533)	(1,849,533)	(1,826,096)	(1,818,134)	7,962	0.44%	
Purchase of WIP Aged Accommodation	1	(144,525)	(144,525)	(130,765)	(154,300)	(23,535)	(18.00%)	▲
Proceeds from Disposal of Assets	2	113,600	113,600	99,260	92,669	(6,591)	(6.64%)	
Repayment of Debentures	3	(98,336)	(98,336)	(49,168)	(98,336)	(49,168)	(100.00%)	▲
Proceeds from New Debentures	3	700,000	700,000	700,000	700,000	0	0.00%	
Self-Supporting Loan Principal Income		7,598	7,598	3,799	7,598	3,799	99.99%	
Transfer from Restricted Asset - Unspent Loans		0	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)	4	(28,996)	(28,996)	0	(7,867)	(7,867)	0.00%	
Transfers from Restricted Asset (Reserves)	4	355,768	355,768	6,820	296,040	289,220	4240.76%	▲
ADD Net Current Assets July 1 B/Fwd	5	740,010	740,010	740,010	740,010	(0)	0.00%	
LESS Net Current Assets Year to Date	5	0	0	12,612	247,602	234,990	(1863.25%)	▼
Amount Raised from Rates		(1,994,784)	(1,994,784)	(1,994,876)	(2,000,889)	(6,013)	0.30%	

This statement is to be read in conjunction with the accompanying notes.

Material Variances Symbol

Above Budget Expectations Greater than 10% and \$5,000 ▲
Below Budget Expectations Less than 10% and \$5,000 ▼

SHIRE OF PINGELLY
FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019
Report on Significant variances Greater than 10% and \$5,000

Purpose

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (e.g. a grants were budgeted for but was not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the variance.

REPORTABLE OPERATING REVENUE VARIATIONS

Governance - variance below budget expectations		(10,886)
Admin Reimbursements and rebates yet to be received as per budget forecast (Timing Difference)	(7,686)	
General Purpose Funding - variance below budget expectations		(63,920)
Advance Payment of Federal Assistance Grants in June 2018	(9,352)	
Movement in Excess Rates - YTD Budget nil compared to YTD Actual (Permanent Difference) EOY adj	(44,826)	
Interest on investment done quarterly and yet to be raised		
Law Order and Public Safety - variance above budget expectations		42,802
ESL SES grants - YTD Higher than budgeted (Timing difference) received early Q1 Instal in June 17/18	8,060	
ESL BFB grants - YTD Higher than budgeted (Timing difference) received early Q1 Instal in June 17/18	9,220	
Community Amenities		(110,719)
Waste Tipping Charges Pingelly Tip Site YTD Actuals less than YTD Budget (Old Hospital Demolition Waste) (Permenant Difference successful tenderer all waste back to Perth)	(128,828)	
Transport - variance above budget expectations		(135,862)
Regional Road Group funding Actual YTD received less than budget YTD (Timing Difference)	(122,796)	
State Blackspot Funding Actual YTD more than YTD Budget (Timing Difference)	(22,237)	
MRWA Direct Road Grant Actual YTD more than YTD Budget (Permanent Difference) State Govt Agreement change.	5,125	
WANDRAA Funding Storm Damage - YTD Actual more than YTD Budget (Timing Difference)	(62,932)	
Other Property and Services - variance below budget expectations		(31,849)
Private Works - less than anticipated - Income based on previous year (Timing Difference)	(35,253)	

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance - variance above budget expectations		165,816
Audit fees Budget YTD less then Actuals YTD (Timing Difference)	15,850	
Loss On Disposal Of Assets YTD Budget more than YTD Actual (Timing Difference)	382,383	
Administration Allocated Actual YTD less than YTD budget (Timing Difference)	(291,769)	
Admin Salaries and Wages Actual YTD less than budget YTD (Timing Difference)	(18,418)	
Depreciation YTD Actual less than YTD Budget (Timing Difference)	25,230	
General Purpose Funding - variance below budget expectations		43,558
Administration Allocated less YTD actual than YTD budget (Timing Difference)	23,335	
Education and Welfare - variances below budget expectations		47,632
Education - Depreciation YTD less than Budget YTD (Timing difference)	18,701	
Community Amenities - variance below budget expectations		46,188
Domestic Refuse collection charges YTD less than YTD Budget (Timing difference)	8,977	
Recycle Domestic Refuse collection charges YTD less than YTD Budget (Timing difference)	5,809	
Refuse site maintenance YTD Actual less than YTD Budget (Timing difference)	22,768	
Admin Allocation - Town planning YTD Actuals less than YTD Budget (Timing Difference)	11,662	
Other Community Amenities Admin Allocated YTD Actual less than YTD Budget	8,747	
Transport - variance below budget expectations		(550,590)
Depreciation YTD Actual more than Budget YTD - (Permenant difference) due to Infra revaluation increment.	(523,252)	
Economic Services - variance below budget expectations		34,271
Tourism and Area Promotion - YTD Actual more than YTD Budget (Timing Difference)	16,217	
OES - Community Grants Program YTD Actual less than YTD Budget (Timing Difference)	15,981	
OES Depreciation YTD Actuals less than YTD Budget - (Timing difference)	(14,617)	
Other Property and Services - variance below budget expectations		31,355
Private Works - YTD Actual higher than YTD Budget (Timing Difference)	19,989	
Plant Op Costs - Parts and Repairs YTD Actual less than YTD Budget	67,080	
Plant Op Costs - Depreciation YTD Actuals less than YTD Budget (Timing difference)	27,705	

REPORTABLE NON-CASH VARIATIONS

(Profit)/Loss on Asset Disposals - below budget expectations		
DTS Holden captiva sold at auction (Timing Difference) loss on sale to book Written Down Value	3,666	
Webb St Block not sold/disposed YTD (Timing Difference) waiting Settlement with Agent	-	(394,621)
Handover of CRC and Joint Venture Housing not occurred yet (Timing Difference)	-	
CAT Front end loader changed over with new CASE loader (Timing Difference) profit on sale to book WDV	(77,238)	
Depreciation on Assets - below budget expectations		478,092
Depreciation now run/calculated and assets rolled over after auditor's final audit in December 2018 (Timing difference) Revaluation of Infrastructure Assets resulted in larger level of Depn than expected in Budget.		

REPORTABLE CAPITAL EXPENDITURE VARIATIONS

Purchase of Plant & Equipment - below budget expectations		
Purchase of Plant & Equipment YTD Actuals above YTD Budget (Timing difference)	263,792	(36,292)
Purchase of Road Infrastructure Assets - below budget expectations		144,924
Road Infrastructure YTD Actuals less than YTD Budget (Timing Difference)		
SBS01 Capex - Sbs Bodey Street And Harper Street (Timing Difference)	64,160	
RRGA7 Capex - Rrg York Williams Rd Reseal & Regravel (Timing Difference)	15,735	
RRG11 Capex - Rrg Review Street (Timing Difference)	(65,357)	
RRG12 Capex - Rrg Bullaring Road (Timing Difference)	(12,769)	
CRSF4 10 Shaddick Rd Realine & Regravel - Crsf Funding 2017/18 carry over funding - (Timing Difference)	6,521	
Purchase of Works in Progress Assets - PAAA - above budget expectations		
PAAA Project Expenditure YTD Actuals more than YTD Budget - (Timing Difference)		(23,535)
Repayment of Debentures - Variance below budget expectations.		
YTD Actual more than YTD Budget (Timing Difference)		(49,168)

REPORTABLE CAPITAL REVENUE VARIATIONS

Proceeds from Disposal of Assets - below budget expectations		
Proceeds from Disposal of assets YTD Actual above YTD Budget - (Timing Difference)	92,669	(6,591)

SHIRE OF PINGELLY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	2018/19 YTD Budget \$	April 2019 YTD Actual \$
1. ACQUISITION OF ASSETS				
The following assets have been acquired during the period under review:				
<u>By Program</u>				
Education & Welfare				
<u>Other Aged & Disabled Services</u>				
Capex - Paaa Architects & Consultants	9,745	9,745	9,744	4,901.90
Capex - Paaa Building Construction	19,580	19,580	19,580	20,141.82
Capex - Paaa Utility Services	18,000	18,000	18,000	23,313.35
Capex - Paaa Construction Community	19,000	19,000	18,999	13,538.87
Capex - Paaa Landscaping Soft & Hard	7,000	7,000	6,998	7,112.37
Capex - Paaa Landscaping Sensory Garden	71,200	71,200	57,444	85,291.69
Recreation and Culture				
<u>Swimming Areas & Beaches</u>				
Swimming Pool Buildings Capital	5,000	5,000	4,160	0.00
<u>Works in Progress - Recreation Centre</u>				
Capex - Pracc Project Manager	76,900	76,900	62,710	40,228.01
Capex - Pracc Architects & Consultants	41,906	41,906	33,520	27,127.87
Capex - Praac Building Construction	1,079,802	1,079,802	1,079,802	1,080,157.16
Capex - Pracc Utility Services	4,300	4,300	3,440	3,298.23
Capex - Pracc Carpark And Drainage	56,025	56,025	56,025	72,066.49
Capex - Pracc Landscaping Soft & Hard	19,000	19,000	19,000	18,191.78
Capex - Pracc Playground	35,000	35,000	35,000	34,438.00
Capex - Pracc Opening & Promotion	2,500	2,500	2,500	2,921.26
Capex - Pracc Fit Out Furniture	15,000	15,000	15,000	12,806.02
Capex - Pracc Bowling Green	503,100	503,100	503,099	506,131.75
Capex - Pracc Footpaths	16,000	16,000	16,000	20,735.46

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

1. ACQUISITION OF ASSETS (Continued)	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	2018/19 YTD Budget \$	April 2019 Actual \$
Transport				
<i>Construction - Roads, Bridges, Depots</i>				
Bridges Purchase - Schedule 12				
Capex - Bridge - Replace Box Culverts	252,000	252,000	251,998	5,856.91
Roads Construction				
Capex - Sbs Bodey Street And Harper Street	77,000	77,000	64,160	0.00
Capex - Rrg York Williams Rd Reseal & Regravel	172,500	172,500	172,500	156,765.33
Capex - Rrg Yenellin Road Upgrade	140,635	140,635	140,634	4,000.00
Capex - Rrg Review Street	273,500	273,500	227,910	293,266.52
Capex - Rrg Bullaring Road	67,000	67,000	55,810	68,579.24
10 Shaddick Rd Realine & Regravel - Crsf	102,937	102,937	85,760	79,238.85
Footpath - Upgrade Apex Hill	6,000	6,000	4,990	0.00
<i>Road Plant Purchases</i>				
Capex - Front End Loader	243,000	243,000	202,500	240,840.00
Capex - Flail Mower	30,000	30,000	25,000	22,951.50
	<u>3,363,630</u>	<u>3,363,630</u>	<u>3,192,283</u>	<u>2,843,932.60</u>
By Class				
Land	0	0	0	0.00
Buildings	5,000	5,000	4,160	0.00
Furniture & Equipment	0	0	0	0.00
Plant & Equipment	273,000	273,000	227,500	263,791.50
Work in Progress - PPE	0	0	0	0.00
Infrastructure - Roads	833,572	833,572	746,774	601,849.94
Infrastructure - Footpaths	6,000	6,000	4,990	0.00
Infrastructure - Kerbs & Drains	0	0	0	0.00
Infrastructure - Parks & Ovals	0	0	0	0.00
Infrastructure - Bridges	252,000	252,000	251,998	5,856.91
Infrastructure - Other	0	0	0	0.00
Works in Progress - Recreation Centre	1,849,533	1,849,533	1,826,096	1,818,134.25
Works in Progress - Aged Care Accommodation	144,525	144,525	130,765	154,300.00
	<u>3,363,630</u>	<u>3,363,630</u>	<u>3,192,283</u>	<u>2,843,932.60</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

By Program		Written Down Value		Sale Proceeds		Profit(Loss)	
		2018/19 Budget \$	April 2019 Actual \$	2018/19 Budget \$	April 2019 Actual \$	2018/19 Budget \$	April 2019 Actual \$
Asset No							
	Governance						
1037	5 Webb St (Land)	32,000	0.00	20,000	0.00	(12,000)	0.00
EMCCS02	EMEDS02 - DTS Vehicle PN725	10,500	10,335.22	7,600	6,669.09	(2,900)	(3,666.13)
10180	CRC Lot 2 (18) Parade Street-Spec Building	230,600.00	0.00	0	0.00	(230,600)	0.00
10191	CRC Lot 2 (18) Parade Street-Land	16,000.00	0.00	0	0.00	(16,000)	0.00
10173	Lot 602 (38) Sharow St Land	4,753	0.00	0	0.00	(4,753)	0.00
10174	Lot 603(36) Sharow St Land	4,753	0.00	0	0.00	(4,753)	0.00
10289A	Lot 602 (38) and Lot 603 (4 Units only)	115,043	0.00	0	0.00	(115,043)	0.00
	Transport						
PL5	2003 CAT Front End Loader-PN430	8,000	8,762.21	86,000	86,000.00	78,000	77,237.79
		421,649	19,097.43	113,600	92,669.09	(308,049)	73,571.66

By Class of Asset		Written Down Value		Sale Proceeds		Profit(Loss)	
		2018/19 Budget \$	April 2019 Actual \$	2018/19 Budget \$	April 2019 Actual \$	2018/19 Budget \$	April 2019 Actual \$
Asset No							
	Plant & Equipment						
EMCCS02	EMEDS02 - DTS Vehicle PN725	10,500	10,335.22	7,600	6,669	(2,900)	(3,666.13)
PL5	2003 CAT Front End Loader-PN430	8,000	8,762.21	86,000	86,000.00	78,000	77,237.79
	Land & Buildings						
10180	CRC Lot 2 (18) Parade Street-Spec Building	230,600	0.00	0	0	(230,600)	0.00
10191	CRC Lot 2 (18) Parade Street-Land	16,000	0.00	0	0	(16,000)	0.00
10173	Lot 602 (38) Sharow St Land	4,753	0.00	0	0	(4,753)	0.00
10174	Lot 603(36) Sharow St Land	4,753	0.00	0	0	(4,753)	0.00
10289A	Lot 602 (38) and Lot 603 (4 Units only)	115,043	0.00	0	0	(115,043)	0.00
1037	5 Webb St (Land)	32,000	0.00	20,000	0.00	(12,000)	0.00
		421,649	19,097.43	113,600	92,669.09	(308,049)	73,571.66

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2018/19 Adopted Budget \$	April 2019 Actual \$
78,000	77,237.79
(386,049)	(3,666.13)
(308,049)	73,571.66

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans		Principal Repayments			Principal Outstanding			Interest Repayments		
		2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2017/18 Revised Budget	2018/19 Actual \$	2018/19 Budget \$	2017/18 Revised Budget	2018/19 Actual \$	2018/19 Budget \$	2017/18 Revised Budget	2018/19 Actual \$
Education & Welfare												
Loan 120 - SSL Pingelly Cottage Homes	181,717	0	0	7,598	7,598	7,598	174,119	174,119	174,119	5,879	5,879	5,814
Recreation & Culture												
Loan 123 - Recreation and Cultural Centre	2,289,025			90,738	90,738	90,738	2,198,287	2,198,287	2,198,287	95,423	95,423	46,982
Loan 124 - Recreation and Cultural Centre			0	0	0	0	0	0	0	0	0	0
WATC Short Term Facility	500,000	700,000	700,000	0	0	0	1,200,000	1,200,000	1,200,000	28,320	28,320	4,335
	2,970,742	700,000	700,000	98,336	98,336	98,336	3,572,406	3,572,406	3,572,406	129,622	129,622	57,131

(*) Self supporting loan financed by payments from third parties.

All other loan repayments were financed by general purpose revenue.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

	2018/19 Adopted Budget \$	April 2019 Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Leave Reserve		
Opening Balance	113,223	113,223
Amount Set Aside / Transfer to Reserve	2,430	1,688
Amount Used / Transfer from Reserve	(80,000)	(80,000)
	<u>35,653</u>	<u>34,911</u>
(b) Plant Reserve		
Opening Balance	246,256	246,256
Amount Set Aside / Transfer to Reserve	5,285	3,672
Amount Used / Transfer from Reserve	(186,500)	(184,840)
	<u>65,041</u>	<u>65,088</u>
(c) Building and Recreation Reserve		
Opening Balance	31,202	31,202
Amount Set Aside / Transfer to Reserve	20,185	465
Amount Used / Transfer from Reserve	(28,000)	(28,000)
	<u>23,387</u>	<u>3,667</u>
(d) Electronic Equipment Reserve		
Opening Balance	6,280	6,280
Amount Set Aside / Transfer to Reserve	7	94
Amount Used / Transfer from Reserve	(3,200)	(3,200)
	<u>3,087</u>	<u>3,174</u>
(e) Community Bus Reserve		
Opening Balance	11,419	11,419
Amount Set Aside / Transfer to Reserve	25	170
Amount Used / Transfer from Reserve	0	0
	<u>11,444</u>	<u>11,589</u>
(f) Swimming Pool Reserve		
Opening Balance	51,095	51,095
Amount Set Aside / Transfer to Reserve	495	762
Amount Used / Transfer from Reserve	(5,000)	0
	<u>46,590</u>	<u>51,857</u>
(g) Joint Venture Housing Reserve		
Opening Balance	52,544	52,544
Amount Set Aside / Transfer to Reserve	523	784
Amount Used / Transfer from Reserve	(53,068)	0
	<u>(1)</u>	<u>53,328</u>
(h) Refuse Site Rehab/Closure Reserve		
Opening Balance	15,556	15,556
Amount Set Aside / Transfer to Reserve	46	232
Amount Used / Transfer from Reserve	0	0
	<u>15,602</u>	<u>15,788</u>
Total Cash Backed Reserves	<u><u>200,803</u></u>	<u><u>239,402</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

	2018/19 Adopted Budget \$	April 2019 Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	2,430	1,688
Plant Reserve	5,285	3,672
Building and Recreation Reserve	20,185	465
Electronic Equipment Reserve	7	94
Community Bus Reserve	25	170
Swimming Pool Reserve	495	762
Joint Venture Housing Reserve	523	784
Refuse Site Rehab/Closure Reserve	46	232
	<u>28,996</u>	<u>7,867</u>
Transfers from Reserves		
Leave Reserve	(80,000)	(80,000)
Plant Reserve	(186,500)	(184,840)
Building Reserve	(28,000)	(28,000)
Electronic Equipment Reserve	(3,200)	(3,200)
Community Bus Reserve	0	0
Swimming Pool Reserve	(5,000)	0
Joint Venture Housing Reserve	(53,068)	0
Refuse Site Rehab/Closure Reserve	0	0
	<u>(355,768)</u>	<u>(296,040)</u>
Total Transfer to/(from) Reserves	<u>(326,772)</u>	<u>(288,173)</u>

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Leave Reserve

- to be used to fund annual and long service leave requirements.

Plant Reserve

- to be used for the purchase of major plant.

Building and Recreation Reserve

- to be used to fund the renovation/purchase of Shire of Pingelly buildings and Recreation Infrastructure.

Electronic Equipment Reserve

- to be used to fund the purchase of administration computer system equipment.

Community Bus Reserve

- to be used to fund the change-over of the community bus.

Swimming Pool Reserve

- to be used to fund the upgrading of the swimming pool complex

Joint Venture Housing Reserve

- to be used for the future maintenance of the Joint Venture units

Refuse Site Rehab/Closure Reserve

- to be used to facilitate the rehabilitation/closure of the town refuse site.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

	2017/18 B/Fwd Per 2018/19 Budget \$	2017/18 B/Fwd Per Financial Report \$	April 2019 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	631,596	631,595	(200,934)
Cash - Restricted Unspent Grants	229,139	229,139	203,943
Cash - Restricted Unspent Loans	(314,353)	(314,353)	(0)
Cash - Restricted Reserves	527,575	527,575	239,402
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	220,559	220,559	225,614
Sundry Debtors	100,719	100,719	51,906
Provision for Doubtful Debts	(3,519)	(3,519)	(3,519)
Gst Receivable	151,014	151,014	14,800
Loans - clubs/institutions	7,598	7,598	0
Accrued Income/Payments In Advance	1,958	1,958	0
Investments	0	0	0
Inventories	8,380	8,380	3,569
	<u>1,560,666</u>	<u>1,560,666</u>	<u>534,782</u>
LESS: CURRENT LIABILITIES			
Payables and Provisions (Budget Purposes Only)	0	0	0
Sundry Creditors	(113,407)	(113,407)	(3,051)
Accrued Interest On Loans	(49,507)	(49,507)	0
Accrued Salaries & Wages	(19,658)	(19,658)	0
Income In Advance	0	0	0
Gst Payable	(50,973)	(50,973)	(9,994)
Payroll Creditors	0	0	0
Accrued Expenses	(15,733)	(15,733)	0
PAYG Liability	(32,720)	(32,720)	(28,814)
Other Payables	(3,487)	(3,487)	(5,920)
Current Employee Benefits Provision	(303,871)	(303,871)	(303,871)
Current Loan Liability	(98,336)	(98,336)	(1,200,000)
	<u>(687,692)</u>	<u>(687,691)</u>	<u>(1,551,649)</u>
NET CURRENT ASSET POSITION	872,974	872,976	(1,016,867)
Less: Cash - Reserves - Restricted	(527,575)	(527,575)	(239,402)
Less: Cash - Unspent Grants/Loans - Fully Restricted		0	0
Less: Current Loans - Clubs / Institutions	(7,598)	(7,598)	0
Less: Investments	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	303,871	303,871	303,871
Add Back : Current Loan Liability	98,336	98,336	1,200,000
Adjustment for Trust Transactions Within Muni	0	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>740,010</u>	<u>740,010</u>	<u>247,602</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2018/19 Rate Revenue \$	2018/19 Interim Rates \$	2018/19 Back Rates \$	2018/19 Total Revenue \$	2018/19 Budget \$
General Rate								
GRV - Residential	0.130220	321	3,135,172	408,262	5,053	53.46	413,368	407,247
GRV - Rural Residential	0.130220	69	719,124	93,644	535	53	94,233	93,644
GRV - Commercial/Industrial	0.130220	33	463,424	60,249	13	3	60,266	60,249
GRV - Townsites	0.130220	12	128,440	16,725	900	0	17,625	16,725
UV - Broadacre Rural	0.010469	250	123,477,000	1,292,681	(1,484)	(0)	1,291,196	1,292,478
Sub-Totals		685	127,923,160	1,871,562	5,017	110	1,876,688	1,870,343
Minimum Rates	Minimum \$							
GRV - Residential	900	58	121,945	52,200	0	0	52,200	52,200
GRV - Rural Residential	900	20	69,600	18,000	0	0	18,000	18,000
GRV - Commercial/Industrial	900	8	28,385	7,200	0	0	7,200	7,200
GRV - Townsites	900	7	20,270	6,300	0	0	6,300	6,300
UV - Broadacre Rural	900	45	2,709,500	40,500	0	0	40,500	40,500
Sub-Totals		138	2,949,700	124,200	0	0	124,200	124,200
Ex Gratia Rates Movement in Excess Rates							2,000,889	1,994,543
							233	241
							(44,826)	0
Total Amount of General Rates Specified Area Rates							1,956,296	1,994,784
							0	0
Total Rates							1,956,296	1,994,784

All land except exempt land in the Shire of Pingelly is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2018/19 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

7. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-18 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Transport Licensing	0	356,883	(356,883)	0
BCITF Levy	0	0	0	0
Rates	0	0	0	0
Funds Held on Behalf of Groups	40	0	0	40
Unclaimed Monies	100	952	0	1,052
Builders Registration Board	0	0	0	0
Social Club	0	0	0	0
Nomination Deposits	80	0	(80)	0
Bond Monies (Including Key Deposits)	4,040	7,110	(4,100)	7,050
	<u>4,260</u>	<u>364,945</u>	<u>(361,063)</u>	<u>8,142</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

8. OPERATING STATEMENT

	April 2019 Actual \$	2018/19 Revised Budget \$	2018/19 Adopted Budget \$	2017/18 Actual \$
OPERATING REVENUES				
Governance	60,504	85,669	85,669	105,617
General Purpose Funding	2,466,682	2,691,085	2,691,085	3,174,924
Law, Order, Public Safety	93,391	65,902	65,902	454,910
Health	1,476	6,936	6,936	8,283
Education and Welfare	10,675	11,175	11,175	635,719
Housing	0	0	0	0
Community Amenities	201,891	343,650	343,650	174,268
Recreation and Culture	731,710	712,454	712,454	4,055,949
Transport	777,944	1,118,892	1,118,892	1,188,399
Economic Services	19,608	24,050	24,050	43,885
Other Property and Services	32,901	77,750	77,750	108,329
TOTAL OPERATING REVENUE	4,396,782	5,137,563	5,137,563	9,950,283
OPERATING EXPENSES				
Governance	459,808	677,507	677,507	556,517
General Purpose Funding	137,592	225,373	225,373	176,753
Law, Order, Public Safety	201,110	207,056	207,056	200,344
Health	94,719	121,072	121,072	109,345
Education and Welfare	50,329	119,003	119,003	42,882
Housing	0	0	0	0
Community Amenities	290,784	408,119	408,119	370,813
Recreation & Culture	1,051,807	1,338,540	1,338,540	949,218
Transport	2,410,122	2,225,141	2,225,141	1,796,546
Economic Services	189,221	264,077	264,077	231,661
Other Property and Services	16,859	40,738	40,738	87,172
TOTAL OPERATING EXPENSE	4,902,351	5,626,626	5,626,626	4,521,251
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(505,569)</u>	<u>(489,063)</u>	<u>(489,063)</u>	<u>5,429,032</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

9. STATEMENT OF FINANCIAL POSITION

	April 2019 Actual \$	2017/18 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	242,411	1,073,956
Investments Current	5,000	5,000
Trade and Other Receivables	288,802	478,330
Inventories	3,569	8,380
Trust at Bank	8,142	4,260
TOTAL CURRENT ASSETS	547,924	1,569,926
NON-CURRENT ASSETS		
Other Receivables	231,478	231,478
Inventories	0	0
Property, Plant and Equipment	20,299,822	18,436,371
Infrastructure	67,446,298	68,425,477
Investments Non Current	46,400	46,400
TOTAL NON-CURRENT ASSETS	88,023,998	87,139,726
TOTAL ASSETS	88,571,922	88,709,652
CURRENT LIABILITIES		
Trade and Other Payables	47,778	285,484
Long Term Borrowings	1,200,000	98,336
Provisions	303,871	303,871
Trust Liability	8,142	4,260
TOTAL CURRENT LIABILITIES	1,559,791	691,951
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	2,372,406	2,872,406
Provisions	53,186	53,186
TOTAL NON-CURRENT LIABILITIES	2,425,592	2,925,592
TOTAL LIABILITIES	3,985,383	3,617,543
NET ASSETS	84,586,539	85,092,109
EQUITY		
Retained Surplus	32,723,331	32,940,728
Reserves - Cash Backed	239,402	527,575
Revaluation Surplus	51,623,806	51,623,806
TOTAL EQUITY	84,586,539	85,092,109

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 APRIL 2019

10. FINANCIAL RATIOS

		2019 YTD	2018	2017	2016
Current Ratio	**	0.08	4.05	2.03	1.05
Operating Surplus Ratio		(0.65)	(0.26)	(0.60)	(0.72)

The above ratios are calculated as follows:

Current Ratio

$$\frac{(\text{Current Assets MINUS Restricted Assets})}{(\text{Current Liabilities MINUS Liabilities Associated with Restricted Assets})}$$

Purpose:

This is a modified commercial ratio designed to focus on the liquidity position of a local government that has arisen from past year's transactions.

Standards:

The standard is not met if the ratio is lower than 1:1 (less than 100%)

The standard is met if the ratio is greater than 1:1 (100% or greater)

A ratio less than 1:1 means that a local government does not have sufficient assets that can be quickly converted into cash to meet its immediate cash commitments.

This may arise from a budget deficit from the past year, a Council decision to operate an overdraft or a decision to fund leave entitlements from next year's revenues.

Below Std
Std met

** NB: Ratio is currently affected by \$1.2M Short Term Borrowing recorded as a current liability.
Adjusted Current Ratio adjusting for this figure is:

1.87

Operating Surplus Ratio

$$\frac{(\text{Operating Revenue MINUS Operating Expense})}{(\text{Own Source Operating Revenue})}$$

Purpose:

This ratio is a measure of a local government's ability to cover its operational costs and have revenues available for capital funding or other purposes.

Standards:

Basic Standard is not met less than < 1% (< 0.01)

Basic Standard between 1% and 15% (0.01 and 0.15)

Advanced Standard greater than > 15% (>0.15).

Below Std
Basic Std
Adv Std

SHIRE OF PINGELLY RESTRICTED CASH RECONCILIATION 30 April 2019								
Restricted Grants/Funds Received	Projects	GL/Job Account	Total Restricted Funds	Actual Expenditure previous year 2015/16	Actual Expenditure previous year 2016/17	Actual Expenditure current year 2017/18	Actual Expenditure current year 2018/19	Restricted Funds Remaining
WDC Community Chest Funding-Sensory Garden	Aged Approp Accom Units	0861	10,000.00	0.00	0.00	0.00	10,000.00	0.00
Lotterywest Grant-Aged Sensory Space	Aged Approp Accom Units	PAA02	50,000.00	0.00	0.00	8,861.32	41,138.68	0.00
National Stronger Regions Funds - final claim 4	Recreation & Cultural Centre	11PR/PR01	353,289.00	0.00	0.00	0.00	353,289.00	0.00
Dept of Sport & Rec \$350,000 - final claim 3 25%	Recreation & Cultural Centre	11PR/PR03	87,500.00	0.00	0.00	0.00	87,500.00	0.00
Bendigo Bank-Pingelly Community Financial Services	Recreation & Cultural Centre	11PR/PR04	150,000.00	0.00	0.00	100,000.00	50,000.00	0.00
Focus Group Grain contribution to PRACC	Recreation & Cultural Centre	11PR/PR07	4,323.00	0.00	0.00	0.00	4,323.00	0.00
CBH Contribution Grass Roots Fund -playground	Recreation & Cultural Centre	11PR/PR11	10,000.00	0.00	0.00	0.00	10,000.00	0.00
DSR CSRFF Grant Bowling Rink	Recreation & Cultural Centre	11PR/PR03	108,275.50	0.00	0.00	0.00	108,275.50	0.00
Pingelly Bowling Club contribution Bowling Rink	Recreation & Cultural Centre	11PR/PR10	70,000.00	0.00	0.00	0.00	70,000.00	0.00
WATC S/T Loan Facility PRACC claim 2-Bowls	Recreation & Cultural Centre	1704	200,000.00	0.00	0.00	0.00	200,000.00	0.00
WATC S/T Loan Facility PRACC claim 2-PRACC	Recreation & Cultural Centre	1704	500,000.00	0.00	0.00	314,353.36	185,646.64	0.00
Harper St Bodey St State Blackspot SBS01	Transport	1235	20,533.20	0.00	0.00	0.00	0.00	20,533.20
York Williams Rd Reseal & Regravel RRG07	Transport	1230	92,000.00	0.00	0.00	0.00	92,000.00	0.00
Yenellin Road Upgrade RRG09	Transport	1230	0.00	0.00	0.00	0.00	0.00	0.00
Review Street RRG11	Transport	1230	195,000.00	0.00	0.00	0.00	173,732.92	21,267.08
Bullaring Road RRG12	Transport	1230	45,000.00	0.00	0.00	0.00	45,000.00	0.00
Shaddick Rd Realine & Regravel - Crsf Funding 2017	Transport	1230	0.00	0.00	0.00	0.00	0.00	0.00
Main Roads Bullaring rd Bridge Funding 18/19 c/fwd	Transport	1250	168,000.00	0.00	0.00	0.00	5,856.91	162,143.09
Sub Total								203,943.37
Total Restricted Grant Funds								
Available Cash		GL/Job Account	Interest Rate	Term	Maturing			Balance
Municipal Bank	Muni Fund Bank	0111	Variable	Ongoing	N.A.			2,259.22
Municipal Bank	Till Float SES	0112						50.00
Municipal Bank	Till Float	0113						200.00
Municipal Bank	Petty Cash on hand	0114						500.00
Total Cash								3,009.22
Less Restricted Cash								(203,943.37)
Total Unrestricted Cash								(200,934.15)

Attachment 3



Shire of Pingelly

Minutes

Bushfire Advisory Committee Meeting
9 April 2019

Minutes of the Bushfire Advisory Committee Meeting of the Shire of Pingelly held in the Council Chambers, 17 Queen Street, Pingelly on 9 April 2019.

Charter (Item 10.6 – 17 March 2010):

Is to advise Council on all matters relating to:

- the prevention, controlling and extinguishing of bush fires;
- prosecutions for breaches of the Bush Fires Act;
- the formation and de-formation of bush fire brigades;
- the co-ordination of the efforts and activities of the bush fire brigades; and
- any other matter relating to bush fire control.

Membership

- Cr D Freebairn
 - Brigade representative
 - FCOs
- General Deputy – Cr B Hotham

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1. OPENING & ANNOUNCEMENTS

The CBFCO, Mr Rod Shaddick, declared the meeting open at 7.04 pm.

2. ATTENDANCE & APOLOGIES

2.1 Attendance

West Pingelly	Mr Adam Watts Mr Anthony Turton
Moorumbine-Noonebin	Mr Rodney Shaddick (CBFCO) Mr Brodie Cunningham
East Brigade	Mr Sam MacNamara
Pingelly Central	Mr Peter Narducci Mr Rob Kirk (DCBFCO) Mrs Sheryl Squiers (Admin FCO) Mr Barry Gibbs (DTS) Mr Mark Dacombe (CEO)
DFES	Mr Paul Blechynden

2.2 Observers & Visitors

2.3. Apologies

Mr Stuart Billingham (DCCS)
Mr Andrew Marshall
Mr Mitchell Davies (DCBA)
Mr Greg Durrell (DCBA)
Mr Andrew Pauley
Mr Simon Parsons

3. DECLARATIONS OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

Minutes of the Shire of Pingelly Bushfire Advisory Committee meeting held on 9 October 2018 have been circulated.

Business Arising from Minutes

The proposed burn around the rifle range there will be a grade around area before Easter.

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meetings to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Recommendation:

That the Minutes of the Shire of Pingelly Bushfire Advisory Meeting held in the Council Chamber on 9 October 2018 be confirmed.

11349 – Moved: Peter Narducci, Seconded: Robert Kirk

That the Minutes of the Shire of Pingelly Bushfire Advisory Meeting held in the Council Chamber on 9 October 2018 be confirmed.

CARRIED

5. NOMINATION OF OFFICERS

Officers nominated at the meeting on 10 April 2018 and appointed by Council on 16 May 2018 were:

Chief Fire Control Officer	Rodney Leonard Shaddick
Deputy Chief Fire Control Officer	Robert Alexander Kirk
Training Officer	Shire of Pingelly
Fire Control Officers	
East Pingelly Brigade	Jeffrey Bernard Edwards Victor Arthur Lee Andrew Augustin Marshall Sam MacNamara
Moorumbine - Noonebin Brigade	Rodney Leonard Shaddick Andrew Todd Pauley Brodie Cunningham
West Pingelly Brigade	Malcolm Leslie Cunningham Alan William Parsons Anthony Turton Adam Lindsay Watts
Pingelly Central/VFRS	Robert Alexander Kirk (DCBFCO) Peter Narducci Stuart Billingham (Director Corporate Community Services) Director of Technical Services Russell Dyer (Works Supervisor) Sheryl Frances Squiers (Shire Administration)
Fire Weather Officers (Harvest & Vehicle movement ban)	Rodney Leonard Shaddick Robert Alexander Kirk Graeme Alex Watts Sam MacNamara
Dual Fire Control Officers	
Brookton:	Rodney Leonard Shaddick Robert Alexander Kirk Jeffrey Bernard Edwards Victor Arthur Lee Malcolm Leslie Cunningham Adam Lindsay Watts
Wickepin:	Rodney Leonard Shaddick Robert Alexander Kirk Victor Arthur Lee Andrew Augustin Marshall
Cuballing:	Rodney Leonard Shaddick Robert Alexander Kirk Simon Parsons Anthony Turton Robert Alexander Kirk Andrew Augustin Marshall
Corrigin:	Rodney Leonard Shaddick Robert Alexander Kirk

Jeffrey Bernard Edwards
Victor Arthur Lee

Wandering:

Rodney Leonard Shaddick
Robert Alexander Kirk
Simon Parsons
Anthony Turton
Adam Lindsay Watts
Malcolm Leslie Cunningham

be recommended for appointment to the various Offices.

CARRIED

Legislation:

Section 38 of the *Bush Fires Act* provides that:

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.
- (2)
 - (a) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.
 - (c) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.
 - (d) Where a local government that has been served with a notice pursuant to paragraph (c) fails or neglects to comply with the requirements of that notice, the Authority may appoint a person who is not a member of staff (as defined in the DFES Act) to the vacant office.
 - (e) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the Authority, by the Authority.
- (3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.
- (4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —
 - (a) carrying out normal brigade activities;
 - (d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;
 - (e) procuring the due observance by all persons of the provision of Part III.
- (5)
 - (a) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.
 - (b) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions so issued carry out the directions but subject to the provisions of this Act.
 - (c) The provisions of this subsection are not in derogation of those of subsection (4).
- (6)
 - (a) In this section —

approved local government means a local government approved under paragraph (b) by the Authority.

- (b) If it appears to the Authority that the standard of efficiency of a local government in fire prevention and control justifies the Authority doing so, the Authority, by notice published in the *Government Gazette* —
 - (i) may approve the local government as one to which this subsection applies; and
 - (ii) may from time to time cancel or vary any previous approval given under this paragraph.
- (c) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.
- (ca) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by paragraph (h).
- (cb) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.
- (cc) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under paragraph (cb) is, subject to paragraph (cd), entitled to act in the discharge of the duties of that office.
- (cd) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under paragraph (cb) is available and able to discharge those duties.
- (d) The local government shall give notice of an appointment made under paragraph (c) or (cb) to the Authority and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the Authority shall cause notice of the appointment to be published once in the *Government Gazette*.
- (e) An approved local government may appoint a committee for the purpose of advising and assisting a fire weather officer or any deputy of a fire weather officer acting in the place of that officer under this subsection.
- (f) Where a committee is appointed, a fire weather officer, or, as the case may be, a deputy of a fire weather officer while acting in the place of that officer, may exercise the authority conferred on him by paragraph (h), notwithstanding the advice and assistance tendered to him by the committee.
- (g) The provisions of this subsection are not in derogation of those of any other subsection of this section.
- (h) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is "catastrophic", "extreme", "severe" or "very high", and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.
- (i) This subsection does not authorise the burning of bush —
 - (i) during the prohibited burning times; or
 - (ii) during the period in which, and in the area of the State in respect of which, a total fire ban is declared under section 22A to have effect.

Section 38A of the *Bush Fires Act* provides that:

- (1) At the request of a local government the Authority may appoint a member of staff (as defined in the DFES Act) to be the Chief Bush Fire Control Officer for the district of that local government.

- (2) Where a Chief Bush Fire Control Officer has been appointed under subsection (1) for a district the local government is not to appoint a Chief Bush Fire Control Officer under section 38(1).
- (3) The provisions of this Act, other than section 38(3), (4) and (5) apply to and in relation to the Chief Bush Fire Control Officer appointed under this section as if he or she were a Chief Bush Fire Control Officer appointed under section 38 by the local government.
- (4) Section 38(3), (4) and (5) apply to and in relation to the Chief Bush Fire Control Officer appointed under this section as if —
 - (a) he or she were a Chief Bush Fire Control Officer appointed under section 38 by the local government; and
 - (b) the references in those subsections to the local government were references to the Authority.

Section 40 of the *Bush Fires Act* provides that:

- (1) Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.
- (2) Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.

Policy:

Council's Policy provides that:

1. Council will not appoint or reappoint a person as a Fire Control Officer unless they have completed a Fire Control Officer's training course certified by DFES within the previous ten years. Proof of satisfactory completion of the course is required.
2. It is desirous that Dual Fire Control Officers nominated by neighbouring Shires have completed a Fire Control Officer's training course certified by DFES within the previous ten years. The Chief Executive Officer is to seek training status details from the nominating Shire.

Recommendation:

That a recommendation be made to Council nominating people to be appointed to the various Offices.

11350 – Moved: Barry Gibbs

Seconded: Anthony Turton

That:

Chief Fire Control Officer

Rodney Leonard Shaddick

11351 - Moved Peter Narducci

Seconded Adam Watts

Deputy Chief Fire Control Officer Robert Alexander Kirk

11352 – Moved Robert Kirk

Seconded Barry Gibbs

Training Officer/Organization

Shire of Pingelly

Fire Control Officers

East Pingelly Brigade

Jeffrey Bernard Edwards

Victor Arthur Lee

Andrew Augustin Marshall

Sam MacNamara

Moorumbine -

Noonebin Brigade

Rodney Leonard Shaddick

Scott Cunningham (following FCO training)

Brodie Cunningham

West Pingelly Brigade

Simon Parsons

Anthony Turton

Adam Lindsay Watts

Malcolm Leslie Cunningham

Pingelly Central/VFRS

Robert Alexander Kirk (DCBFCO & Captain)
Peter Narducci
Stuart Billingham (DCCS)

Director of Technical Services
Russell Dyer (Works Supervisor)
Sheryl Frances Squiers (Shire Administration)

Fire Weather Officers
(Harvest & Vehicle movement ban)

Rodney Leonard Shaddick
Robert Alexander Kirk
Graeme Alex Watts
Sam MacNamara

Dual Fire Control Officers
Brookton:

Rodney Leonard Shaddick
Robert Alexander Kirk
Jeffrey Bernard Edwards
Victor Arthur Lee
Malcolm Leslie Cunningham
Adam Lindsay Watts

Wickepin:

Rodney Leonard Shaddick
Robert Alexander Kirk
Victor Arthur Lee
Andrew Augustin Marshall
Sam MacNamara

Cuballing:

Rodney Leonard Shaddick
Simon Parsons
Anthony Turton
Robert Alexander Kirk
Andrew Augustin Marshall

Corrigin:

Rodney Leonard Shaddick
Robert Alexander Kirk
Jeffrey Bernard Edwards
Victor Arthur Lee
Sam MacNamara

Wandering:

Rodney Leonard Shaddick
Robert Alexander Kirk
Simon Parsons
Anthony Turton
Adam Lindsay Watts
Malcolm Leslie Cunningham

Be recommended for appointment to the various Offices.

CARRIED

6. FIRE CONTROL ORDER 2019/20

The 2018/19 Fire Control Order was:

Bush Fires Act 1954

Pursuant to the powers contained in section 33 of the *Bush Fires Act 1954*, all owners and occupiers of land within the Shire of Pingelly are hereby required to take, provide and/or maintain fire control measures during the firebreak period as follows:

“Excluded Area” means an area of rural land not exceeding 30ha, where it is physically impossible to install firebreaks, or where in the owner’s or occupier’s opinion, the installation of firebreaks would be detrimental to the conservation of remnant or natural vegetation or the establishment of re-afforested areas.

“Farming Land” means all land within the Shire of Pingelly zoned ‘Farming’ under the *Local Planning Scheme No. 3*.

“Firebreak Period” means the time between 1 November and 15 April in the following year.

“Firebreak” means ground from which all flammable material has been removed and on which no flammable material is permitted during the firebreak period.

“Flammable Material” means bush (as defined by the *Bush Fires Act 1954*), timber boxes, cartons, paper and the like flammable materials, rubbish and any combustible matter, but does not include buildings, standing trees or growing bushes or plants in gardens or lawns.

“Rural Residential Land” means all land within the Shire of Pingelly zoned ‘Rural Residential’ under the *Local Planning Scheme No. 3*.

“Townsite Land” means all land within the townsite of Pingelly not zoned as ‘Rural Residential’ under the *Local Planning Scheme No. 3*.

“Very High Fire Danger” means on days forecast by the Bureau of Meteorology. On days forecast as *Very High Fire Danger or above*, permits are to be automatically suspended.

Farming Land

On farming land other than excluded areas, the owner or occupier shall:-

- a) Clear firebreaks not less than 3m wide:
 - i. inside all external boundaries of the land,
 - ii. within 15m of the perimeter of all buildings and remove all flammable material from within the 3m of all such buildings, and
 - iii. so as to divide the land into areas not exceeding 400ha.
- b) remove all flammable material for a continuous distance of 5m immediately surrounding every haystack, hayshed, stationary pump or engine, and
- c) remove all flammable material for a continuous distance of 15m or to the external boundary of the land whichever is nearer, from around fuel depots.

Note: Landowners may use a single firebreak on a neighbour’s common fenced boundary as long as both parties agree in writing and a copy of the agreement is delivered to the Shire of Pingelly.

All excluded areas remain the owner’s or occupier’s responsibility and any variation as permitted by the Order does not render null and void any duty otherwise required by law.

Townsite Land

On townsite land, where a property or adjoining properties having the same ownership or control and are used as a single holding, the owner or occupier, shall:-

- a) where the holding is under 2024m² in area have all flammable material

- likely to be conducive to the outbreak, spread or extension of fire removed, and the grass maintained to a height not greater than 10cm and all slashed material removed or
- b) where the holding is under 2024m² in area clear by burning all flammable material likely to be conducive to the outbreak, spread or extensions of a fire from the whole of the land subject to prior approval from the Shire of Pingelly.
 - c) All townsite properties **over 2,024m² in area** are required to be fire hazard reduced by:
 - i). Construction and maintenance of a 3 metre wide bare mineral earth unobstructed trafficable firebreak within 10 metres of the boundary; and
 - ii). Reduction of the vegetation fire hazard to a maximum height of 100mm including the removal of slashed material, unless an exemption is granted by the Chief Executive Officer in consultation with the Chief Bush Fire Control Officer/VFRS Captain and Ranger Services.
 - iii). Firebreak must be constructed on and contained within the property: footpaths and roads or road verges will not be accepted as firebreaks.
 - d) Trees, bushes, shrubs are to be trimmed back over driveways and access ways to all buildings to three (3) metres width with a clear vertical axis over it of four (4) metres. This is to afford access for emergency services to all structures and points of the property.

Rural Residential Land

On rural residential land, where a property or adjoining properties having the same ownership or control and are used as a single holding, the owner or occupier shall comply with the requirements of:

- a) Comply with the requirements of townsite land, where the holding does not exceed 2024m² in area; or
- b) where the holding is **over 2,024m² in area and not greater than 10ha in area** is required to be fire hazard reduced by:
 - i). Construction and maintenance of a 3 metre wide bare mineral earth unobstructed trafficable firebreak within 10 metres of the boundary; and
 - ii). Reduction of the vegetation fire hazard to a maximum height of 100mm including the removal of slashed material, unless an exemption is granted by the Chief Executive Officer in consultation with the Chief Bush Fire Control Officer/VFRS Captain and Ranger Services.
 - iii). Firebreak must be constructed on and contained within the property: footpaths and roads or road verges will not be accepted as firebreaks.
- c) Trees, bushes, shrubs are to be trimmed back over driveways and access ways to all buildings to three (3) metres width with a clear vertical axis over it of four (4) metres. This is to afford access for emergency services to all structures and points of the property.

Use of Mowers & Whipper Snippers/Slashers During the Prohibited Burning Period

- a) not to be used during Harvest Bans, Vehicle Movement Bans or Total Fire Bans on any area
- b) not to be used between 6.00am to 6.00pm from 1 November and during the rest of the prohibited burning period unless on a reticulated area. (This means the grass is "green" and non-combustible).
- c) vegetation that is not green and flammable and that can be reticulated, can be slashed between 6.00am and 6.00pm must be well watered prior to mowing, whipper snipping or slashing (that is within the hour of watering) so that there is no chance of "sparking" and must remain damp during the operation.
- d) the area in an orchard that is not watered between rows if the trees are reticulated by drippers is not considered to be reticulated.
- e) as an added precaution have a "watcher" on hand with a hose.

- f) the use of disk or slashing type machines for agricultural purposes during the Prohibited Burning Period is to be by specific permit from the Chief Bushfire Control Officer or the Deputy CBFCO.

Control of Operations Likely to Cause a Fire

Property owners should take care to prevent bush fires. The operation of welding equipment and angle grinders are activities likely to create a fire danger when used in the open air. A person shall provide at least one fire extinguisher at the place where welding or cutting operations are carried out and surround this place with a firebreak which is at least five (5) metres wide.

For updates on Hot Works, Harvest and Movement of Machinery Bans please ring the information line on **9887 1265** (recorded message) or register with the SMS warning system with the Shire to receive a text when a ban is implemented.

Firebreaks on Road Reserves

Firebreaks are not permitted on a road reserve.

Fire Fighting Units

During any period when harvesting operations are being conducted there shall be provided in the same paddock or within close proximity of that paddock, an operational independent mobile firefighting unit having an engine driven pump and a water capacity of not less than 450 litres; the tank of the unit shall be kept full of water at all times during harvesting, and the responsibility to supply the unit is that of the landholder. Harvesting operations include the use of mobile augers and seed cleaning units.

Firefighting trailers for fire suppression are regarded as out dated and dangerous—both to their operators and to other fire fighters on a fire ground. Their use at wild fires is not encouraged.

Clover Harvesting

Harvesting bans include the harvesting of clover.

Boyagin Rock Picnic Area

No wood fires are permitted in the Boyagin Rock Picnic Area (Reserve No. 29413) between 1 October each year and 30 April following.

Application to Vary Firebreak Requirements

If it is considered impracticable to clear firebreaks or remove flammable material from the land as required, application may be made in writing to the Council or its duly authorised officer for permission to put in place alternative fire hazard reduction measures. If permission is not granted, the requirements of this Order shall be complied with.

The penalty for failing to comply with this notice is a fine not exceeding \$250 and a person in default is also liable whether prosecuted or not to pay the costs of performing the work directed in this notice if it is not carried out by the owner and/or occupier by the date required by this notice.

By Order of Council

occupier shall comply with the requirements of:

- a) farming land where the holding exceeds 10ha in area, or
- b) townsite land, where the holding does not exceed 2000m² in area.
- c) where the holding is 2000m² to 10ha in area:
 - i clear by burning, all flammable material likely to be conducive to the outbreak, spread or extensions of a fire from the whole of the land, or
 - ii have all flammable material likely to be conducive to the outbreak, spread or

- extension of fire removed, and the grass maintained to a height not greater than 10cm; or
- iii comply with the requirements for farming land.

Recommendation:

That it be recommended that the 2017/18 Fire Break Order wording be reviewed based on the recommendations for 2016/17 Fire Break Order.

There was discussion if any changes need to be made to the current Fire Control Order, specifically in relation to slashers & mowers and to fire equipment being available on small holdings.

Sheryl Squiers asked to get a copy of Brookton or Beverley's Fire Control Orders.

Slashing & mowing guidelines to be pushed with more advertising.

In the meantime adopt the current Fire Control Order.

11352 – Moved: Peter Narducci Seconded: Sheryl Squiers

That the recommendation that the 2019/20 Fire Break Order wording under farming land the note for single firebreak and under Application to Vary Firebreak Requirements be changed based of the recommendations for 2019/20 Fire Break Order and have the following added to these sections:

- 1. *Note: Landowners may use a single firebreak on a neighbour's common fenced boundary as long as both parties agree in writing and a copy of the agreement is delivered to the Shire of Pingelly. All agreements to be submitted to the Shire of Pingelly by 1 October of each year for the Chief Executive Officer to acknowledge agreement.***

All excluded areas remain the owner's or occupier's responsibility and any variation as permitted by the Order does not render null and void any duty otherwise required by law.

- 2. Application to Vary Firebreak Requirements**

If it is considered impracticable to clear firebreaks or remove flammable material from the land as required, application may be made in writing to the Council or its duly authorised officer *by 1 October prior to the upcoming season* for permission to put in place alternative fire hazard reduction measures. If permission is not granted, the requirements of this Order shall be complied with.

The penalty for failing to comply with this notice is a fine not exceeding \$250 and a person in default is also liable whether prosecuted or not to pay the costs of performing the work directed in this notice if it is not carried out by the owner and/or occupier by the date required by this notice.

By Order of Council

CARRIED

7. REPORTS

7.1 Chief Bushfire Control Officer's Report

Fire Advisory Meeting 9th April 2019 Chief Bush Fire Officers Report

2018/19 fire season has been relatively mild with regard to weather conditions with only a few short spells of very high or extreme weather. Hence only a small number of bans were imposed during the harvest period. Winter and late spring rains resulted in large fuel loads leading into summer combining that with one of the driest summers we've seen in recent years has resulted in the fire risk remaining a lot higher than usual right through until now, hence the decision to extend the restricted period until after we have received a significant rain across the shire.

The numbers of call outs have been relatively low and well attended. One particular call out to Station Road on the 14th of January being at 10:30pm, threw up some challenges but with assistance from Brookton, Popo and Cuballing bushfire brigades along with our local brigade, farmer units and Shire equipment the fire was brought under control in a timely manner. Thanks to Paul Blechynden for his assistance on the fire ground, along with Shire plant operators, your efforts were appreciated. Due to the amount of timber that was alight the mop up and monitoring process was a long one and thanks goes to those who assisted with this.

The last 12 months has seen the replacement of the Pingelly 3:4 with a new 4:4 Rural, the 3:4 was then shifted to the East Pingelly Brigade, which was a welcome replacement for the old truck which was passed its use by date. The Shire weather stations are operating well and are of great assistance with the monitoring for Harvest Bans etc. A fire weather course held in Pingelly in early March was attended by several FCOs and some Shire staff, this was very informative and well run.

I take this opportunity to thank Rob Kirk for his help and assistance in his role as Deputy, along with the crew of the Bushfire 3:4 and 4:4, DFES staff, Shire Council and their staff, SES, brigade members, fellow control officers and those who serve in fire matters for their continued commitment and co-operation shown in the past twelve months. To any outgoing FCOs or brigade members, I thank you for your past efforts and I welcome any new FCO or brigade officers who I'm sure will serve the district well.

Rod Shaddick CBFCO

7.2 Brigade Reports

7.2.1 West Pingelly Brigade

West Pingelly Volunteer Bushfire Brigade

Minutes of Annual General Meeting – 4 April 2019

1. Attendance

Alan Parsons (Chair), Rob Kirk, Anthony Turton, Josh Hughes, Kim Parsons, Simon Parsons, Gary Page, John Bostock, Sam Lange, Mal Cunningham, Matt Cunningham, Chris Murphy, Anthony Turton

2. Apologies

Graeme Watts, Bruce Sewell, Des Morrison, Rod Shaddick, Richard Bostock

3. Opening – Meeting opened at 7.01pm

4. Prior Year Minutes Read

Moved: Matthew Cunningham Sec: Simon Parsons

Business arising

- Fast attack unit was not present in brigade area over summer. Remained in town.
- Fast fill trailer serviced by shire

5. Correspondence

Inward

DFES - Statement of Strategic Intent

Outward

Nil

Moved: Mark Sewell Sec: Adam Watts

6. Office Bearers

Position	Person/s Nominated	Moved	Seconded	Carried
Sec/Treasurer	Mark Sewell	Malcolm Cunningham	Anthony Turton	Yes
Captain	Gary Page	Malcolm Cunningham	Anthony Turton	Yes
Lieutenants	Kim Hughes Luke Hardie Alan Parsons Des Morrison	Malcolm Cunningham	Anthony Turton	Yes
FCOs	Malcolm Cunningham Anthony Turton Adam Watts Simon Parsons	Malcolm Cunningham	Anthony Turton	Yes
Fire Weather Officer	Graeme Watts	Malcolm Cunningham	Anthony Turton	Yes

7. Fire Reports

- Fire behind Luke Hardies house – Started by farming equipment on 7 December 2018
- Des Morrison's – Lightning strike on 15 December 2018
- Station Road – Caused by a car on Monday 14 Jan 2019
- Gary Page's - Lightning Strike on 21 March 2019

8. Financial Statements

Opening Balance at \$1400.40

Receipts – \$0.47 interest

Expenses – Donated

Closing Balance at 31 Jan 2019 \$1,440.87

Move: Mark Sewell Sec: Matthew Cunningham

9. General Business

- Rod Shaddick has spoken to the brigade about the possibility of retaining a truck in the shire to be located in West Pingelly Brigade area. Rod would be prepared to pursue this on the proviso the truck would be manned and attend most fires in the shire. General discussion. Sam Lange and Josh Hughes advised they would be prepared to manage the truck and take it to fires on the proviso other brigade members pitch in as well.
- Motion to request Rod Shaddick to pursue truck
Move: Josh Hughes Seconded: Gary Page
- Brigade fuel. We have 1426 litres of diesel in Graeme Watts diesel tank. Discussed leaving it there and adding to it with any additional allocations of fuel.
- Rob Kirk advised fir anyone wanting PPE to get in and do shortly and not wait until later in the year.
- Rob Kirk advised permit dates may be extended to 1 May unless decent rain prior.

- A brigade member advised that a Cuballing FCO was requiring applicants for permits to also phone DFES. They asked this may become required of our FCOs as well? General discussion. Nobody was aware of this becoming standard practice.
- Rob Kirk advised the Rod Shaddick wanted to thank to West Pingelly Brigade for assistance at Station Rd fire.

10. Meeting Closed at 7.39 pm. Alan thanked everyone for their attendance.

7.2.2 Moorumbine-Noonebin Brigade

Andrew Pauley has resigned from his position as a Fire Control Officer and Scott Cunningham will replace Andrew once he has completed the Fire Control Officer training.

There has been a suggestion for succession planning for the roles of CBFCO & DBFCO that maybe two FCO's are appointed to undertake positions as trainees to further understand these two roles as an example attending the Regional Operations Advisory Committee meetings.

7.2.3 East Pingelly Brigade

2019 East Pingelly Fire Brigade Minutes.

AGM held on the 6th March 2019 in C Walton's Shearing Shed
Meeting Opened at 5.15 pm.

Present: C Walton, G Poultney, S Squiers, S Blechynden, M Dacombe (acting CEO), R Marshall, D Dungey, M Walton, R Elson, R Shaddick (Chief FCO), A Marshall, S MacNamara, L Turner, R Hickmott, D Hastings, B Blechynden, N Stone.
Apologies: A Fairhead, G Smith, B Gibbs, J McBurney, D Squiers, L Corke, L Marshall.

Minutes of the previous meeting were read and moved to be true and correct by A Marshall and Seconded B Blechynden.

Business Arising: Nil

Correspondence Inward and Outward:

In: another \$1000 fuel card to be spent by June

Out: Thankyou card to Ray for all his years of service

General Business:

1. Sheryl to make new laminated list of Brigade Members UHF and phone numbers for the fridge and the fire unit.
2. C Walton thanked all the volunteers who attended the January fires as this is a difficult time to fight fires with so many people taking their annual holidays.
3. R Marshall moved the motion Seconded C Walton that the 2018 fuel was distributed amongst members.
4. We should take possession of the new truck before the next fire season. It is agreed to have a demo day with the truck after it arrives. We all need to familiarise ourselves with how it operates. Noted that the new truck won't be as nimble and is a bit higher than the old one.
5. A Marshall mentioned how our interim truck has performed well.
6. All the fire trucks need to be fuelled up before the tank gets to a quarter left as the pump won't have any diesel, hence it won't work.
7. All agreed the SMS messages are working well.

8. R Marshall has observed DFES has been operating a lot better with D Klemm at the helm. From time to time Ray will ask for our help to fill out the DFES surveys.
9. R Shaddick noted how important it is to build a relationship with our local DFES employees. He also noted how important it is to keep the brigade active and don't keep nominating in blocks. DFES also like to see us being active eg. Training days with the new truck.
10. Permits will stop on the 29th March or when there is substantial rain in the Shire. There may be time restraints with permits while it is so dry. We need to be more specific with areas that we want to burn especially when we are dealing with big lot numbers.
11. Noel Stone, the local Sandalwood Manager, advised that all their gate ways have a cylinder with contact numbers in it. He also advised us that it is too risky to fight a fire in the plantation as they are planted in blocks, just wait on the outside.
12. President: C Walton.
Secretary: G Poultney.
FCO's: A Marshall, J Edwards, S MacNamara, V. Lee*.
Captain: C Walton.
Lieutenants: B Blechynden, M Page*.

Meeting Closed 6.15 pm.

**That all Brigade reports be received.
CARRIED.**

7.3 DFES Report

DFES Report – Pingelly Bushfire Advisory Committee Meeting 9 April 2019

The 2018/19 fire season has been relatively quiet across most of the Upper Great Southern Region. Compared to last season there were 32 fewer fires reported across the region (2017/18 - 116 reported bushfires, 2018/19 – 84 bushfires), Shire of Pingelly - 12 bushfires reported in 2017/18, three reported 2018/19. The number of bushfires is down noting that some shires have been very busy at times dealing with multiple lightning fires.

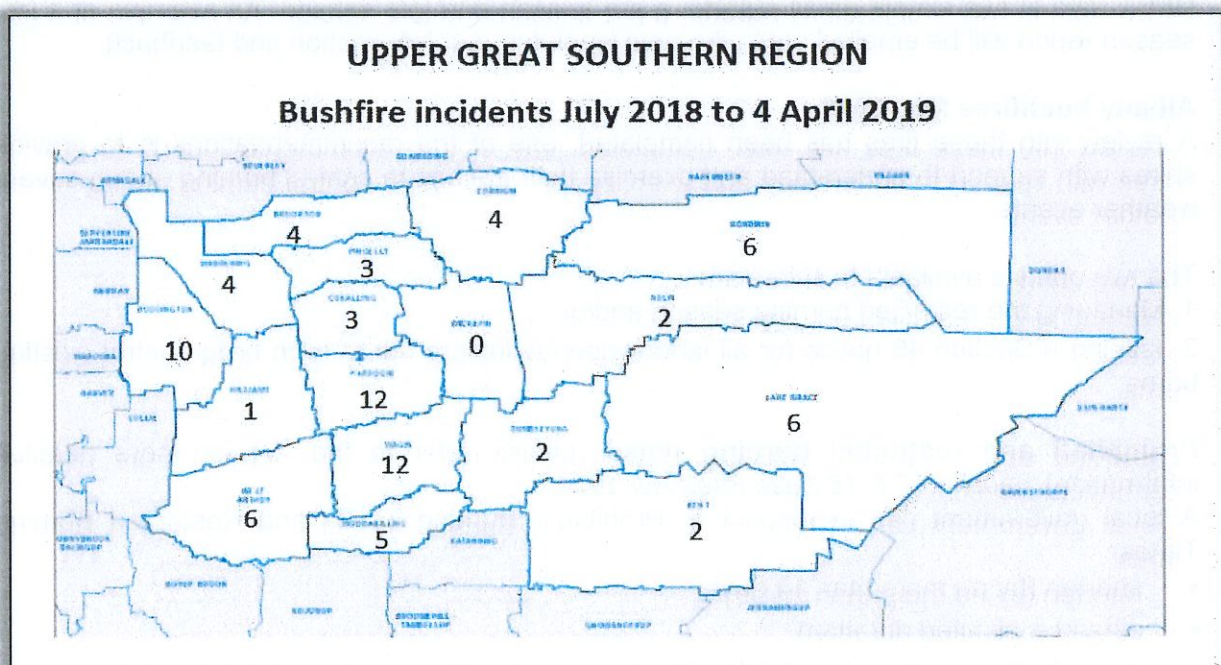
The region remains dry for this time of year with the Bureau of Meteorology's soil dryness data indicating that for this time of year some areas are the driest they have been for the last five years.

Volunteers, Parks and Wildlife Service and DFES personnel have attended a number of fires outside this region including Bremer Bay, Goldfields, Esperance and Balladonia, thank you to all involved.

This season saw more requests for DFES personnel to work with Bushfire Brigades at fires, this has been greatly appreciated by the DFES personnel who look forward to opportunities to assist when requested. Please note that the DFES Regional Duty Coordinator is available 24/7 on 1800 865 103 to provide assistance in terms of discussing DFES meeting machinery costs, arranging spot forecasts and sending DFES personnel to assist. DFES personnel can assist the shire / FCOs with a range of work including road closures, community warnings, and support for the FCO in charge.

DFES records of bushfire (tree, grass, scrub fire) incidents - 1 October 2018 to 20 March 2019

Please let me know if you need to check your records against the information below.



Volunteer Management Support Officer

Anika Keeling has joined the DFES Narrogin Office as the Volunteer Management Support Officer (VMSO). Her role is to assist the brigades with administration, memberships, reports, eAcademy, Fuel Cards, recruitment and retention. Currently Anika is working closely with DFES Area and District Officers to update brigade membership lists and training for the volunteers. New volunteer paperwork can be easily processed by Anika instead of being sent to Albany.

Anika can be contacted on (08)6832 3110 or anika.keeling@dfes.wa.gov.au.

Upcoming Training

Bush Fire Firefighting	17 & 18 May 2019 Boddington
Advanced Bush Fire Firefighting	21 & 22 June 2019 Boddington
Sector Commander	27 & 28 July Boddington
Advanced Bush Fire Firefighting	30 August 2019 Pingelly
Ground Controller	10 September 2019 Narrogin
Fire Control Officer	3 September 2019 To be confirmed
Fire Weather Course	August. or September (proposed) To be confirmed – Wagin?

The fire weather course is a one-day course delivered by two ex-Bureau of Meteorology forecasters, subject to interest the plan is to run up to two of these courses per year at different locations across the Upper Great Southern Region.

Please let me know if you would like to arrange training to suit your needs and/or pre-bushfire season get-togethers closer to the start of the 2019/20 bushfire season.

SMS messages Severe Weather Warnings

SMS have been used this season to forward Bureau of Meteorology weather warnings to key people in each shire, typically Shire CEO, Chief and Deputy Chief Bush Fire Control Officers and FCOs. The intent is to provide links to the Weather Warning page in the first SMS of the day so that people can keep up to date rather than send out the (sometimes numerous) changes as warnings are cancelled and reimposed. Your feedback is always welcome on these initiatives.

Bushfire Season updates

The DFES Narrogin Office is keen to receive information from CBFCOs on how their season is looking. The plan is to include this feedback together with Bureau of Meteorology and DFES data in two simple email reports; a pre-season and late season. An example of a late season report will be emailed out in the next week for your information and feedback.

Albany bushfires May 2018

A review into these fires has been completed, one of the recommendations is to provide shires with support to understand and exercise their options to control burning during severe weather events.

The two options available to shires are:

1. Managing the restricted burning season and/or
2. Issuing a Section 46 notice for all landowners/occupiers not to burn or to control existing burns.

Prohibited and restricted burning times (please refer to the Act for more detailed information) *Section 17 & 18 Bush Fires Act 1954:*

A local government can in respect to Prohibited Burning Times and Restricted Burning Times:

- shorten (by no more than 14 days)
- extend (unlimited duration)
- suspend (by no more than 14 days)
- reimpose (unlimited)
- Discuss with Parks and Wildlife
- Provide at least 2 days' notice
- Publish the notice of the change (newspaper, radio, place notices in prominent positions)
- Advise neighbouring shires
- Advise DFES & any other government agencies that have been asked to be notified.

Bush Fires Act 1954 Section 46

FCOs and Local Governments have the power under *Section 46 of the Bush Fires Act 1954* to direct people (across a shire) not to light a fire or to take all reasonable steps to contain/extinguish a fire that has already been lit. This direction can be used at any time (i.e. does not need to be during the prohibited or restricted burning times).

One example of a Section 46 SMS message is:

“Due to forecasted strong winds / elevated fire danger ratings the shire of XXXX makes the following direction in accordance with Section 46 of the Bush Fires Act 1954.

1. No new fires are to be lit until further notice.
2. All reasonable steps are taken to extinguish fires that are currently burning or to prevent these fires from spreading.

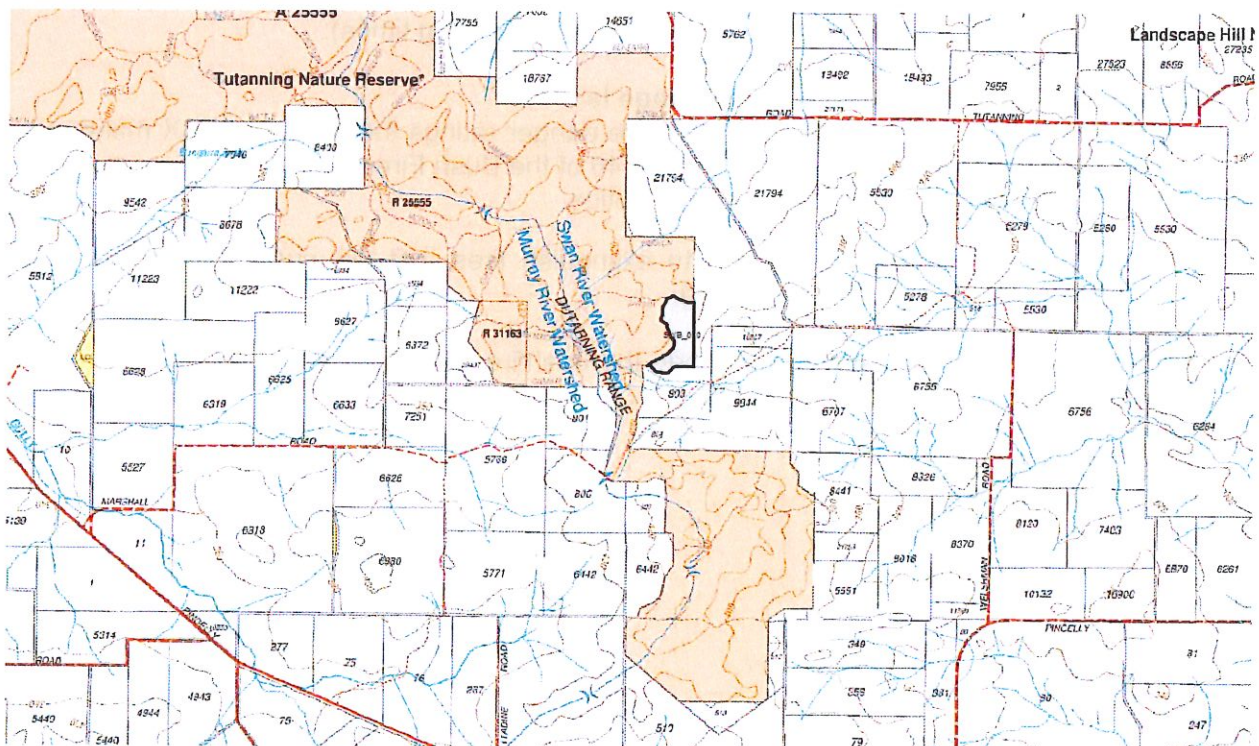
These directions are necessary to manage the bushfire risk within our shire; penalties may apply if this direction is not complied with.”

7.4 DPAW Report

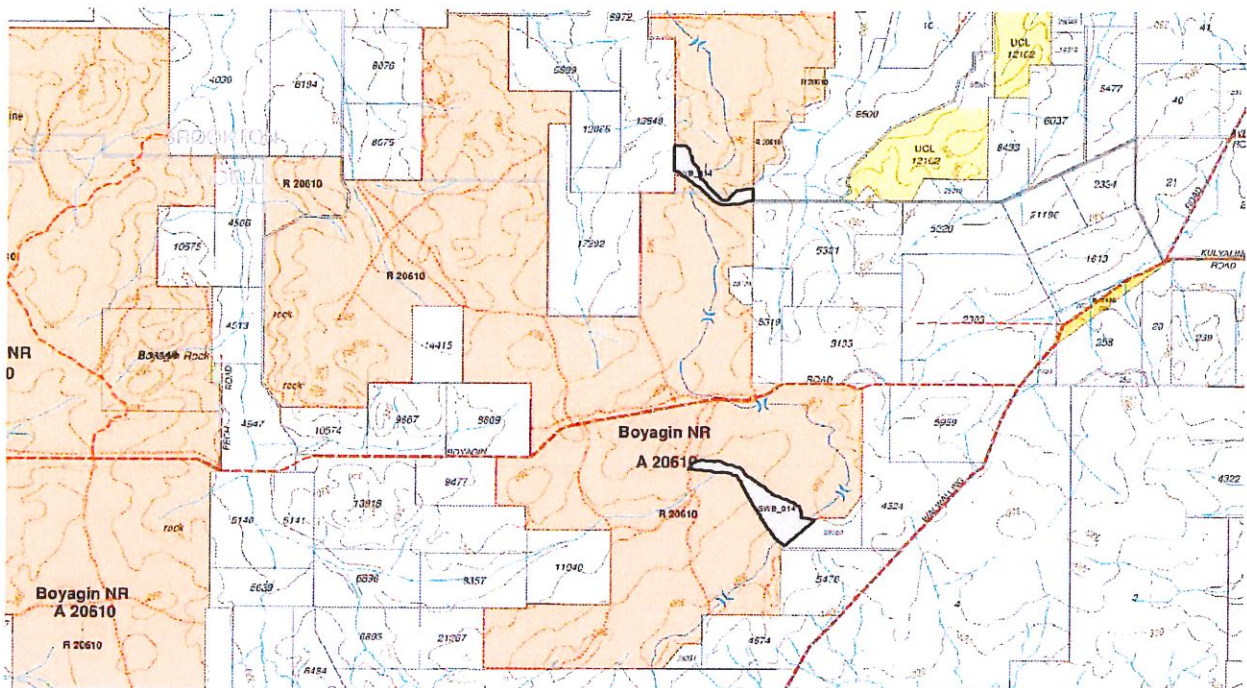
Nil to report see Item 8.1

8. GENERAL BUSINESS

8.1 Department of Conservation Biodiversity & Attractions – Autumn Prescribed Burns



Tutanning Nature Reserve area for prescribed burn marked in black.



Boyagin Nature Reserve areas for prescribed burns marked in black.

Recommendation:
Information be received.

8.2 East Pingelly 3.4 Replacement

Paul Blechynden has provided the following information after discussions concerning the East Pingelly 3.4.

Background

So far we have had no word as to exactly when the East Pingelly 3.4 will be replaced.

The Waroona Bushfire Special Inquiry (Ferguson Report) – available at <https://publicsector.wa.gov.au/waroona-bushfire-special-inquiry> described Opportunity 18 (extract of report below).

Advice received today is that the Rural Fire Division is currently progressing this matter with the Association of Bush Fire Brigade Volunteers.

Retired firefighting vehicles

The Special Inquiry understands that CBFCOs are expected to provide their own vehicles for their role, with reimbursement from the Shire for fuel expenses.

This is problematic as vehicles may not have the appropriate markings to travel as an emergency vehicle, meaning that they need to adhere to speed limits and other traffic rules when in an emergency situation.

Given the turnover of DFES vehicles, it is proposed that CBFCOs and landowners as part of brigades, be given preference in purchasing vehicles.

*The reality is that a lot of those trucks do very, very few kilometres in their 20 to 30 year lifetime and they're a resource which is probably under-utilised.*³⁸

³⁶ Western Australian Auditor General, *Support and Preparedness of Fire and Emergency Services Volunteers*, 2015, p. 5

³⁷ Edwards, F., Hearing, 30 March 2016

³⁸ WA Farmers, Hearing, 17 March 2016

Assisting landowners to purchase retired firefighting vehicles would increase community resilience, enable greater participation in volunteer brigades and ensure there was a larger number of resources to call upon during a bushfire incident.

Opportunity 18: The Department of Fire and Emergency Services (and, when established, the Rural Fire Service) and in consultation with the Association of Bush Fire Brigade Volunteers, to review the policy for disposal of 'retired' firefighting vehicles to first make disposed vehicles available to landowners who are sponsored by the local Brigade. Such vehicles to be subject to a limited decommissioning process.

The current DFES decommissioning and disposal process is:

- Returned appliances that are capable of continued service are retained and used as part of the High Fire Season Fleet (e.g. the Pingelly High Season LT)
- If the appliance is beyond economical or serviceable life it is decommissioned (lights, siren, signage removed) and the vehicle is de-registered before being sold via public auction (in an unequipped & unlicensed condition).

Other General Business

Rod Shaddick

Spoke on work that is in progress to create a text message system through the Communications Centre for any impending power outages.

Reported on that Collie has been granted the new Centre of Excellence. There will be a virtual centre operational by July 2019 and work on the new centre will not start until 2021. The cost of the project will be \$18million.

It will be at least 2 years before Pingelly will be participating in the Bush Fire Risk Mitigation Plan.

There has been no progress on the Community Emergency Services Manager program at this stage.

More money needs to be put into the resources required to extinguish fires.

Rod also thanked Barry Gibbs for his assistance with the Bush Fire Brigades during his time in Pingelly and wishes him well in his new position at Shire of Wandering.

Paul Blechynden

Tender process for new resources is driven by the State Government budget and Local Governments are brought in as observers during the process.

There is also a Project Advisory Team during the production of the 4.4's including 2 DFES staff, 8 other people and 8 volunteers from Broome to Esperance.

Rob Kirk

Thanked everyone involved in the extinguishing of the fire at Station Road.

Peter Narducci

The Peer Support program that Peter is responsible covers 9 regions from Brookton to Esperance. The program covers mental & physical health which is showing up more. Everyone is entitled to 6 free visits to People Sense. This area is second to the city as far as peer support help goes.

Sheryl Squiers

Reported that the ceasing of the private block burns carried out the Pingelly Central Brigade pre fire season every year was very successful with no burns carried out.

Issued 19 infringements for non-compliance and 1 for the fire at Station Rd.

Issued 23 permits to burn.

Meeting closed at 8.55pm.

Next meeting will be on Tuesday 9 October 2019 at 7.00pm.

These minutes were confirmed by the Committee at the Meeting held on 15 May 2019

Signed

Presiding Person at the meeting at which the minutes were confirmed.