



Shire of Pingelly

General Electors Meeting

Minutes

16 February 2022

TABLE OF CONTENTS

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.	ACKNOWLEDGEMENT OF COUNTRY	3
3.	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	3
4.	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	3
4.1	General Electors Meeting – 24 March 2021	3
5.	ANNUAL REPORT 2019/20.....	4
6.	GENERAL BUSINESS.....	5
7.	CLOSURE OF MEETING	7

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open at 5:35pm.

2. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Noongar people of this area and recognise their continuing connection to land, waters and community. We pay respect to both the Aboriginal and non-Aboriginal people past, present and emerging.

3. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE
MEMBERS PRESENT

Cr W Mulroney	(President)
Cr J McBurney	(Deputy President)
Cr K Camilleri	
Cr B Hotham	
Cr P Narducci	
Cr P Wood	

APPROVED LEAVE OF ABSENCE

Cr A Oliveri
Cr K Singh

STAFF IN ATTENDANCE

Mr A Dover	Chief Executive Officer
Mrs D Sweeney	Executive Manager Corporate Services
Mr M Hudson	Executive Manager Works
Ms J Hitch	Customer Service Officer

GUESTS

Mr Ron O'Brien
Ms Lee Steel
Mr David Freebairn

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

4.1 General Electors Meeting – 24 March 2021

Statutory Environment:

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

Voting Requirements:

Absolute Majority

13111 Moved: Cr Hotham Seconded: Cr Camilleri

Recommendation and Council Decision:

That the Minutes of the General Electors Meeting of the Shire of Pingelly held in the Council Chambers on 24 March 2021 be confirmed.

Carried 6:0

5. ANNUAL REPORT 2019/20

13112

Moved: Cr McBurney

Seconded: Cr Hotham

Recommendation and Council Decision:

That the Annual Report, inclusive of the Shire Presidents Report, Annual Financial Report and Auditors Report of the Shire of Pingelly for the year ending 30 June 2021, be received.

The Shire President called for questions on the Annual Report, including the Annual Financial Report and Auditors Report. The following summary of the questions and responses is provided:

Mr O'Brien

Q1: Why was the Annual Report provided with only 7 days to review it given that the previous General Electors Meeting was held in March?

Response: As the Annual Report relates to the period July 2020 – July 2021, the intention was to minimise the intervening period following the completion of the audit on 17 December 2021. However, the feedback has been taken on board and a longer period will be provided in future.

Q2: Will sporting honour boards be displayed?

Response: The PRACC Board have decided to display the honour boards digitally. Research into the cost of the external displays are approximately \$10,000 each. There are between 15 and 20 honour boards in total.

Q3: Can you provide more information on the materials and contracts listing in the Statement of Cash Flow on page 7 of the Financial Report?

Response: Question taken on notice. Response provided at Appendix 1.

Q4: What is the Shire's total debt?

Response: At 30/06/2021 – the end of the 20/21 financial year the total debt was in the order of \$3,200,000, made up of a self supporting loan of \$132,000 and a treasury loans totalling about \$3,100,000.

Q5: On page 53 in the Index of Notes to the Financial Report, why is there brackets around 'Operating Surplus Ratio' and why is it an ongoing significant matter in the Independent Auditor's Report?

Response: The brackets indicate a negative figure. This ratio indicates that the Shire does not generate sufficient income through rates, fees and charges (not including grants) to cover operational costs. The suitability of this ratio is under review.

Q6: Why is this (the negative Operating Surplus Ratio) an ongoing matter?

Response: The ratio is an unrealistic measure which the majority of local governments do not meet on a consistent basis. This is widely recognised and the suitability of this ratio is under review.

Ms Steele

Ms Steele echoed Mr O'Brien's concern regarding the limited notice of the General Electors Meeting in the Pingelly Times.

6. GENERAL BUSINESS

The Shire President called for any questions from Electors concerning matters under the jurisdiction of the Shire of Pingelly. The following summary of the questions and responses is provided:

Mr O'Brien

Q7: With regard to the cleaning of culverts, I have noticed that they have not been cleaned for years. Is this work planned in the near future?

Response: This is an issue which arises from the historical lack maintenance for these culverts. The Shire is now attempting to catch up with this and other similar historical issues with regard to our civil infrastructure.

Q8: Why is quick set concrete being used to patch potholes rather than more traditional road repair methods?

Response: A greater number of potholes can be filled using quick set concrete to maintain the roads in a better condition than traditional road repair methods. This concrete can be used in wetter conditions and is effective. There has been lessons learned for the use of concrete for this purpose – that the shallower potholes break up more quickly while the greater depth of concrete retains integrity for longer. This is an innovative solution which has been required as the roads are in a poor state of repair due to lack of investment going back a number of years.

Q9: The road verges are also overgrown while it is noted that funding has been spent in the 20/21 financial year is there an ongoing plan to maintain them in a better condition?

Response: The plan going forward is to commence a burning program to cover larger lengths of road in a cost effective manner.

Mr Freebairn

Q10: Has the CCC attended the Shire of Pingelly in relation to investigation into a former CEO Mr Pollock?

Response: The CCC has not attended, however the investigating police have attended the Shire and requested documents which have been provided.

Q11: Is the investigation still ongoing?

Response: The investigation into this person's activities in another local government has been concluded to our knowledge.

Q12: Will the Shire carry out a forensic audit of the accounts as there may be the possibility of recouping any money lost through fraud from our insurance?

Response: The accounts were audited at the time and the Shire asked the auditors following the emergence of this case if any changes to our systems should be implemented. Their response was that the accounts were correct to their knowledge and that additional systems would be too onerous to implement and would have little impact in reducing fraud. A forensic audit would be very costly without the guarantee of finding any money lost through fraud.

Ms Steele

Q13: Will the Shire carry out a targeted forensic audit into certain contractors?

Response: This remains a possibility at the direction of Council, however there is no indication

that any fraud has actually occurred or can be proven. It is understood that the police and CCC are satisfied with their investigation and that it has concluded.

Q14: In light of the recent activation of the Evacuation Centre at the PRACC and that a generator had to be borrowed, are there any plans to purchase a permanent back up generator for the PRACC?

Response: This was discussed with Council today. A back up generator is not currently budgeted, but is supported if a suitable grant can be found.

Q15: The Shire has recently installed free public WIFI. Was any consultation carried out with regard to this?

Response: This was part of the driver reviver grant for the town hall under a previous CEO and CDO. It is unclear what consultation they carried out.

Q16: Are you aware of the impact that this will have on the CRC income as the CRC offers access to their WIFI system at a charge? This income is of the order of \$2,000 - \$3,000 per year.

Response: The Shire was not aware of this impact. Renewed efforts will be made to carry out consultation in the future.

Q17: What restrictions are on the WIFI?

Response: The download speed is restricted to 5 megabits per second and it is a standard system with typical restrictions provided by the installer.

Q18: Why did no one ask to see our vaccination certificates as this (the PRACC) is a licenced venue?

Response: PRACC management reviewed the certificates from the Councillors and staff before the Ordinary Council Meeting which preceded this meeting.

Ms Steele congratulated the Shire on the revitalisation of the Memorial Park and noted that it is a lovely statement on Pingelly's main street.

Mr Freebairn

Q19: The revitalisation of Memorial Park is impressive and the photo of it on the cover of the Annual Report shows how great it looks. Why is this being duplicated on the other side of the road (Pingelly Pocket Park)?

Response: The Pingelly Pocket Park is part of the Town Hall redevelopment and was brought about through community consultation as part of that process.

Q20: Why is the renovation of the public toilets at the Town Hall taking so long?

Response: The work is being done in house to reduce costs. As a result, there are fewer staff working on this project when compared with a contractor. The toilets will be completed and opened in the next few weeks.

Mr O'Brien

Q21: The laneway to be used for Pingelly Pocket Park is where the water drains and is a right of way. Will this be taken into consideration when developing the park?

Response: The plans have not yet been developed, however the park should not impact the flow of water or access by pedestrians.

Ms Steele

Q22: The Pingelly Pocket Park should be designed to be safe place. Are CCTV and other measures proposed to ensure anti-social activity does not occur?

Response: The overall plan has not yet been developed.

7. CLOSURE OF MEETING

The Chairman declared the meeting closed at 6:15pm.

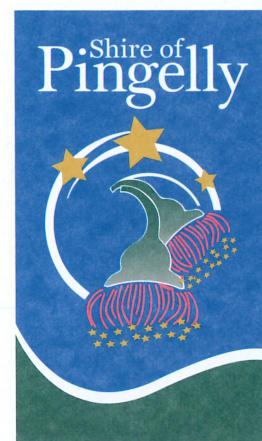
These minutes were confirmed by Council at the
Ordinary Council Meeting held on

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

YOUR REF:

OUR REF: ADM0333

ENQUIRIES: Deanne Sweeney



21 February 2022

Mr Ron O'Brien
PO Box 133
PINGELLY WA 6308

Dear Mr O'Brien

2020/21 Annual Electors Meeting 16/02/2022 – Question Taken on Notice

The Shire of Pingelly would like to thank you for attending the Annual Electors Meeting held at the Pingelly Recreation and Cultural Centre (PRACC) on Wednesday 16 February 2022.

At this meeting you requested more information on the Materials and Contracts listed in the Statement of Cash Flow on page 7 for the audited Financial Report for 2021/21.

The following information is provided to your question taken on notice, regarding the amounts listed in Materials and Contract.

SHIRE OF PINGELLY STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2021

NOTE	2021 Actual \$	2021 Budget \$	2020 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Rates	2,088,603	2,113,429	2,075,135
Operating grants, subsidies and contributions	1,182,752	441,396	1,979,237
Fees and charges	550,260	319,818	279,738
Interest received	33,294	36,447	50,739
Goods and services tax received	417,705	236,401	236,401
Other revenue	167,846	54,004	133,752
	4,440,460	3,201,495	4,755,002
Payments			
Employee costs	(1,313,985)	(1,701,628)	(1,564,674)
Materials and contracts	(973,758)	(744,043)	(1,524,907)
Utility charges	(160,012)	(147,800)	(172,344)
Interest expenses	(107,033)	(114,996)	(195,304)
Insurance paid	(167,200)	(165,661)	(178,574)
Goods and services tax paid	(399,353)	(236,401)	(232,798)
Other expenditure	(94,522)	(105,580)	(83,802)
	(3,215,863)	(3,216,109)	(3,952,403)
Net cash provided by(used in) operating activities	19 1,224,597	(14,614)	802,599

The Statement of Cash Flow provides users with a basis to assess the ability of an entity to generate cash and cash equivalents and the need of the entity to utilize those cash flows. When estimating outflows, the following items are considered

- Creditors: and
- Loans

This allows Council to predict cash outflows by profiling the period in which creditors will be paid, identifying due dates for loan repayments, profiling salaries and wages and profiling the capital works program. The budgeting of expenditure is on the basis of expected payment date as opposed to the period in which the expenditure is expected to be incurred.

The cash flow forecast provides local governments the means by which cash flow can be predicted and surplus funds invested for an appropriate period and appropriate arrangements made for cash shortages.

Therefore, with this in mind the budget for 2021 was predicted as \$744,043 and the actual payments made for Materials and Contracts in the 20/21 financials was \$973,758 and 19/20 actual payments \$1,524,907, rather than the expenditure incurred in the 19/20 and 20/21 budgets for Materials and Contracts.

Should you require further assistance with this matter, please contact Mrs Deanne Sweeney, Executive Manager Corporate Services on (08) 9887 1066 or deanne.sweeney@pingelly.wa.gov.au.

Yours faithfully

A handwritten signature in black ink, appearing to be 'A. Dover', with a long, sweeping horizontal stroke extending to the right.

Andrew Dover
Chief Executive Officer