

## CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

### MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT THE COONAMBLE COUNCIL CHAMBERS ON MONDAY 22 AUGUST 2016 COMMENCING AT 10:00AM

**PRESENT:** Clrs N. Kinsey (Chairman), D. Schieb, M. Webb, D. Batten, G. Peart, R. Greenaway, I. Woodcock, A. Van Lubeck, P. Shinton and M. Coe.

**Staff Members:** D. Ramsland (General Manager), J. Unwin (Acting Chief Weeds Officer) and C. Molloy (Weeds Officer).

1. **WELCOME:** Clr Kinsey welcomed all councillors and staff to the meeting.
2. **APOLOGIES:** Nil
3. **DECLARATIONS OF INTEREST**- Nil
4. **CONFIRMATION OF MINUTES**

#### **8/16/1 Resolved:**

That the minutes of the Castlereagh Macquarie County Council meeting held at Coonabarabran on Monday 27 June, 2016, having been circulated, be confirmed as a true and accurate record of that meeting.

**Moved:** Clr Shinton

**Seconded:** Clr Batten

**Carried**

#### 5. **MATTERS ARISING FROM MINUTES**

- 5.1 The General Manager advised that an order had been placed for the new BIS software and hardware with delivery and training to be undertaken during late August and Early September, 2016.
- 5.2 The issue raised in respect of sick leave is addressed in the confidential section of the meeting at item 9.6. Further research in respect of this matter will be reported to the October 2016 meeting.

#### 6. **CHAIRMAN'S REPORT**

Chairman Clr Kinsey reported as follows:

Clr Kinsey advised that he believed in the near future Council will be forced to increase its income above the official Consumer Price Index (CPI) for various reasons including the increase in fuel prices due to a number of uncertain factors including high demand worldwide, economic growth, exchange rates and inflation.

## CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

Administrative and Reporting Costs will continue to be an important spending category for Council as Council continues to progress and for Council to attract more tech-savvy people as weeds officers, wages will need to be increased as well as the hardware and training to meet our upgraded mapping and reporting obligations.

Clr Kinsey expressed his best wishes to the Councillors, who are standing for re-election on 10 September, 2016 and as for Clr Greenaway and himself the time has come for retirement. Clr Kinsey advised that he has always had the opinion that a Councillor must be prepared to give their all or to not apply.

Clr Kinsey suggested that the Local Control Plan Programme may just be a step in the right direction for Council if all parties involved comply with legislation and carry out their duties.

Clr Kinsey extended his thanks to Don Ramsland for his hard work and dedication to the Council over the past few years and confirmed that if it wasn't for his sincere efforts the Council would not be in the position it is in today. Clr Kinsey also thanked Administration for its contribution.

### **8/16/2 Resolved:**

That the Chairman's report be received and noted.

**Moved:** Clr Kinsey

**Seconded:** Clr Van Lubeck

**Carried**

## **7. GENERAL MANAGER'S REPORT**

### **Item 7.1 Reconciliation Certificate 30 June & 31 July 2016.**

**Recommendation:** That the Statement of Bank Balances as at 30 June and 31 July, 2016 be received and noted.

### **8/16/3 Resolved:**

That the Bank Reconciliations as at 30 June and 31 July, 2016 be received and noted.

**Moved:** Clr Batten

**Seconded:** Clr Greenaway

**Carried**

### **Item 7.2 Quarterly Budget Review Statement – Period Ended 29 June, 2016**

**Recommendation:** That the Quarterly Budget Review Statement for the period ended 29 June, 2016 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

**8/16/4 Resolved:**

That the Quarterly Budget Review Statement for the period ended 29 June, 2016 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

**Moved:** Clr Webb

**Seconded:** Clr Woodcock

**Carried**

**8/16/5 Resolved:**

Clr Coe requested that provision of \$10,000 be made in the 2016/2017 budget for the implementation of an Advertising Campaign to raise public awareness around Noxious Weeds and to outline to Landholders and Occupiers legal obligations for control of noxious weeds on private land under the Noxious Weed Act 1993.

**Moved:** Clr Coe

**Seconded:** Clr Van Lubeck

**Carried**

**Item 7.2 Quarterly Budget Review Statement – Period Ended 31 July, 2016**

**Recommendation:** That the Quarterly Budget Review Statement for the period ended 31 July, 2016 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

**8/16/6 Resolved:**

That the Quarterly Budget Review Statement for the period ended 31 July, 2016 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

**Moved:** Clr Woodcock

**Seconded:** Clr Van Lubeck

**Carried**

**Item 7.3 Annual Financial Statements 2015/2016**

**Recommendation:**

1. The Draft Annual Financial Reports for 2015/2016 be referred to Council's Auditor.
2. The Chairperson, another councilor, the General Manager and Finance Officer be authorised to sign the necessary Financial Statements.
3. On receipt of the Audited Report, a copy be forwarded to the Department of Local Government and the Australian Bureau of Statistics.
4. Council delegate to the General Manager the authority to set the date at which the Auditor's report and Financial Statements be presented to the public, additionally be reviewed/adopted

## CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

by Council formally as required, subject to Section 418 of the Local Government Act 1993 and its requirements.

### **8/16/7 Resolved:**

1. The Draft Annual Financial Reports for 2015/2016 be referred to Council's Auditor.
2. The Chairperson, another councillor, the General Manager and Finance Officer be authorised to sign the necessary Financial Statements.
3. On receipt of the Audited Report, a copy be forwarded to the Department of Local Government and the Australian Bureau of Statistics.
4. Council delegate to the General Manager the authority to set the date at which the Auditor's report and Financial Statements be presented to the public, additionally be reviewed/adopted by Council formally as required, subject to Section 418 of the Local Government Act 1993 and its requirements.

**Moved:** Clr Peart

**Seconded:** Clr Greenaway

**Carried**

### **Item 7.4 Review of Council's Insurances 2016/2017**

**Recommendation:** That the action taken to renew Council's insurance policies for 2016/2017 be endorsed and appropriate adjustment be made to Council's budget where required.

### **8/16/8 Resolved:**

1. That the action taken to renew Council's insurance policies for 2016/2017 be endorsed and appropriate adjustment be made to Council's budget where required.
2. Councillors requested that the General Manager check the property insurance (Building and Contents) for Council and provide an update at the next meeting.

**Moved:** Clr Batten

**Seconded:** Clr Coe

**Carried**

### **Item 7.5 CMCC Work Health and Safety (WH&S) for 2016/2017**

**Recommendation:** That the General Manager's report in respect of the StateCover self-audit process be received and noted.

### **8/16/9 Resolved:**

That the General Manager's report in respect of the StateCover self-audit process be received and noted.

**Moved:** Clr Peart

**Seconded:** Clr Greenaway

**Carried**

**Item 7.6 The 2015 NSW Biosecurity Act – Supplementary Information Paper**

**Recommendation:** That the Supplementary Information Paper released by Department of Primary Industries in April 2016 be received and noted.

**8/16/10 Resolved:**

That the Supplementary Information Paper released by Department of Primary Industries in April 2016 be received and noted.

**Moved:** Clr Webb

**Seconded:** Clr Van Lubeck

**Carried**

**Item 7.7. Review – Organisational Action Plan – August 2016**

**Recommendation:** That Council receive and note the General Manager's report in respect of the progress being made in respect of the new Organisational Action Plan and endorse the action taken so far.

**8/16/11 Resolved:**

That Council receive and note the General Manager's report in respect of the progress being made in respect of the new Organisational Action Plan and endorse the action taken so far.

**Moved:** Clr Shinton

**Seconded:** Clr Batten

**Carried**

**Item 7.8. Updated Local Control Plans – Class 4 Weeds**

**Recommendation:** That Council adopt the updated version of each of the local control plans as tabled in the attachment document and make the plans accessible through the CMCC website.

**8/16/12 Resolved:**

1. Council adopt the updated version of each of the local control plans as tabled in the attachment document.
2. Make the plans accessible through the CMCC website.

**Moved:** Clr Greenaway

**Seconded:** Clr Webb

**Carried**

**Item 7.9. Matters for Brief Mention or Generally for Information Only**

**Recommendation:** That the above issues for brief mention or information only as detailed in the General Manager's report to the August, 2016 meeting be received and noted and Council determine any other action required.

**8/16/13 Resolved:**

That the above issues for brief mention or information only as detailed in the General Manager's report to the August, 2016 meeting be received and noted and Council determine any other action required.

**Moved:** Clr Peart  
**Seconded:** Clr Van Lubeck

**Carried**

**8. ACTING SENIOR WEEDS OFFICER'S REPORT**

**Item 8.1 Acting Senior Weeds Officer's Report**

**Recommendation:** That Council receive and note the Acting Senior Weeds Officer's Report.

**8/16/14 Resolved:**

That Council receive and note the Acting Senior Weeds Officer's report for June / July 2016.

**Moved:** Clr Coe  
**Seconded:** Clr Woodcock

**Carried**

**Item 8.2 Noxious Plant Reports**

**Recommendation:** That Council receive and note the Noxious Plant reports for Coonamble, Gilgandra, Walgett, Warren and Warrumbungles.

**8/16/15 Resolved:**

That Council receive and confirm Noxious Plant reports for Coonamble, Gilgandra, Walgett, Warren and Warrumbungles.

**Moved:** Clr Coe  
**Seconded:** Clr Woodcock

**Carried**

**CONFIDENTIAL SESSION**

**1. Motion to move in to Confidential Session**

**8/16/16 Resolved:**

That at 11.22am Council move into Confidential session and that the public be excluded from the meeting pursuant to Section 10A (2) (a) and (c) of the Local Government Act 1993 on the basis that the matters being considered are in relation to staff and/or commercial in confidence.

**Moved:** Clr Coe  
**Seconded:** Clr Greenaway

**Carried**

## **2. Property Inspections Report**

**Recommendation:** That the Property Inspections Report be received and noted as a whole

**8/16/17 Resolved:**

That Council receive and note all confidential Property Inspections report matters as a whole.

**Moved:** Clr Webb  
**Seconded:** Clr Peart

**Carried**

## **Item 9.6 Managing Sick Leave Entitlement**

**Recommendation:** That the General Manager's report be received and noted and a further report for Council's consideration following further research.

**8/16/18 Resolved:**

That the General Manager's report be received and noted and a further report for Council's consideration following further research.

**Moved:** Clr Webb  
**Seconded:** Clr Batten

**Carried**

**8/16/19 Resolved:**

Councillors requested that the General Manager and Senior Weeds Officer provide a presentation on the roles and responsibilities of the Council at the next meeting.

**Moved:** Clr Batten  
**Seconded:** Clr Greenaway

**Carried**

## **3. Motion to move out of Confidential Session**

**8/16/20 Resolved:**

That at 11.45am Council move out of Confidential Session.

**Moved:** Clr Van Lubeck  
**Seconded:** Clr Greenaway

Carried

**Adoption of Closed Section Reports**

**8/16/21 Resolved:**

That Council adopt the recommendations of the Closed Committee Reports.

- Property Inspections Report
- Managing Sick Leave Entitlement

**Moved:** Clr Woodcock

**Seconded:** Clr Webb

Carried

**GENERAL BUSINESS** - Nil

**PRESENTATIONS**

At this point in the meeting Clr Peter Shinton extended a note of thanks to retiring councillors Noel Kinsey and Robert Greenaway saying that each councillor had done an excellent job and would be a great loss.

He added that it had been a pleasure working with them. He then made a presentation to each councillor. Clr Kinsey responded that he had enjoyed working with a great bunch of blokes and wouldn't go over his worker comments again.

Clr Greenaway said it was a great pleasure to be apart of a County that was doing an excellent job. He wished the County all the best for the future.

**NEXT MEETING**

The next meeting is scheduled for Monday 31 October, 2016 at Walgett.

**THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 11:55AM**

**To be confirmed as a true and accurate record at the Council Meeting to be held on Monday 31<sup>st</sup> October 2016.**

**CHAIRMAN**

**GENERAL MANAGER**