

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

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MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT THE COONAMBLE SHIRE COUNCIL CHAMBERS ON MONDAY 25 MARCH 2019 COMMENCING AT 10:00AM

PRESENT: Clrs D. Batten (Chairman), G. Peart, A. Brewer, P. Shinton, M. Webb, I. Woodcock and M. Martinez

ABSENT: Nil

Staff Members: D. Ramsland (General Manager), A. Fletcher (Senior Weeds Officer), C. Molloy (Weeds Officer) and A. Carraro (Minute Secretary).

- 1. WELCOME:** Clr Batten welcomed all councillors and staff to the meeting.
- 2. APOLOGIES:** Clrs R. Lewis, B. Fisher and M. Beach

03/19/1 Resolved:

That apologies from Clrs R. Lewis, B. Fisher and M. Beach be accepted and leave of absence be granted.

Moved: Clr Webb
Seconded: Clr Peart

Carried

- 3. DECLARATIONS OF INTEREST- Nil**
- 4. CONFIRMATION OF MINUTES**

03/19/2 Resolved:

That the minutes of the meeting of Castlereagh Macquarie County Council, held at Gilgandra Shire Council Chambers on Monday 3rd December 2018, having been circulated, be confirmed as a true and accurate record of that meeting.

Moved: Clr Shinton
Seconded: Clr Woodcock

Carried

- 5. MATTERS ARISING FROM MINUTES – Nil**
- 6. CHAIRMANS REPORT - Nil**

Item 7.1 Reconciliation Certificates 30 November, 31 December, 2018 and 31 January and 28 February 2019

Recommendation: 1. That the Bank Reconciliations as at 30 November, 31 December, 2018 and 31 January and 28 February 2019 be received and noted.
2. That Chairman Clr Batten contact the Chief Executive Officers of the North West and Central West Local Land Services to chase up payment of outstanding amounts for the 2018/2019 WAP Grants which were raised by Council in January.

03/19/3 Resolved:

1. That the Bank Reconciliations as at 30 November, 31 December, 2018 and 31 January and 28 February 2019 be received and noted.
2. That Chairman Clr Batten contact the Chief Executive Officers of the North West and Central West Local Land Services to chase up payment of outstanding amounts for the 2018/2019 WAP Grants which were raised by Council in January, 2019.

Moved: Clr Woodcock

Seconded: Clr Peart

Carried

Item 7.2 Quarterly Budget Review Statement – Period Ended 28 February, 2019

Recommendation: That the Quarterly Budget Review Statement for the period ended 28 February, 2019 be received and noted, and the recommended variations to the revised budget as detailed in the attached statement be adopted.

03/19/4 Resolved:

That the Quarterly Budget Review Statement for the period ended 28 February, 2019 be received and noted, and the recommended variations to the revised budget as detailed in the attached statement be adopted.

Moved: Clr Martinez

Seconded: Clr Webb

Carried

Item 7.3. Draft Operational Plan and Budget – 2019/2020 and Integrated Planning & Reporting Documentation

Recommendation: That Council adopt the draft 2019/2020 draft Operational Plan and Budget (*scenario 3 – planned*), together with draft Integrated Planning and Reporting Documentation, in principle and they be placed on public exhibition and comment invited prior to the documents being further considered for formal adoption at Council's meeting on 24 June, 2019.

03/19/5 Resolved:

That Council adopt the draft 2019/2020 draft Operational Plan and Budget (scenario 3 – planned), together with draft Integrated Planning and Reporting Documentation, in principle and they be placed on public exhibition and comment invited prior to the documents being further considered for formal adoption at Council's meeting on 24 June, 2019.

Moved: Clr Webb

Seconded: Clr Shinton

Carried

Item 7.4. Organisational Action Plan Review – March 2019

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

03/19/6 Resolved:

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

Moved: Clr Webb

Seconded: Clr Peart

Carried

Item 7.5. Review of Codes, Policy Documents and SOPS

Recommendation: That Council endorse the action being taken to undertake a comprehensive review of its various codes, policies and standard operating procedures.

03/19/7 Resolved:

That Council endorse the action being taken to undertake a comprehensive review of its various codes, policies and standard operating procedures.

Moved: Clr Shinton

Seconded: Clr Webb

Carried

Item 7.6. Review of Investments Policy – Transfer of Funds to Reserves

Recommendation: 1. That Council receive and note the General Manager's report, review its Investments Policy and delegate authority to the General Manager to place any surplus funds in a cash backed General Reserve or other Reserves at the most effective rate be it cheque account, a daily at call account or interest-bearing deposits.

2. That any such investments be in accord with the Office of Local Government Guidelines.

03/19/8 Resolved:

1. That Council receive and note the General Manager's report, review its Investments Policy and delegate authority to the General Manager to place any surplus funds in a cash backed General Reserve or other Reserves at the most effective rate be it cheque account, a daily at call account or interest-bearing deposits.
2. That any such investments be in accord with the Office of Local Government Guidelines.

Moved: Clr Peart

Seconded: Clr Webb

Carried

Item 7.7. Items for Brief Mention or Information Only – March 2019

Recommendation: 1. That the above issues for brief mention or information only as detailed in the General Manager's report to the March, 2019 meeting be received and noted and Council determine what further action, if any, should be taken in respect of the matters listed.

2. That the General Manager provide a report to the next meeting on the implementation of vehicle tracking devices to meet Council's WH&S obligations in relation to employees working alone.

03/19/9 Resolved:

1. That the above issues for brief mention or information only as detailed in the General Manager's report to the March, 2019 meeting be received and noted and Council determine what further action, if any, should be taken in respect of the matters listed.

2. That the General Manager provide a report to the next meeting on the implementation of vehicle tracking devices to meet Council's WH&S obligations in relation to employees working alone.

Moved: Clr Woodcock

Seconded: Clr Shinton

Carried

8. SENIOR WEEDS OFFICER'S REPORT

Item 8.1. Senior Weeds Officer's Report

Recommendation: 1. That Council receive and note the Senior Weeds Officer's Report and

2. That the General Manager, as a matter of urgency after consultation with the Senior Weeds Officer, contact the General Managers of each constituent council to resolve mapping issues to enable access to landholder details to allow inspection notices to be issued as soon as possible following field inspections with a view to having the situation resolved and a program for visiting each of the Constituent Councils be implemented before the end of May, 2019.

03/19/10 Resolved:

1. That Council receive and note the Senior Weeds Officer's Report and
2. That the General Manager, as a matter of urgency after consultation with the Senior Weeds Officer, contact the General Managers of each constituent council to resolve the mapping issues to enable access to landholder details to allow inspection notices to be issued as soon as possible following field inspections with a view to having situation resolved and a program for visiting each of the Constituent Councils be implemented before the end of May, 2019.

Moved: Clr Peart
Seconded: Clr Brewer

Carried

*The meeting adjourned for morning tea at 11:40am.
The meeting resumed at 11:50am with all those previously in attendance again present.*

CONFIDENTIAL SESSION

1. Motion to move in to Confidential Session

3/19/11 Resolved:

That at 11.25am 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 Webb
Seconded: Clr Shinton

Carried

3/19/12 Resolved:

That Council move the Suspension of Standing Orders.

Moved: Clr Peart
Seconded: Clr Webb

Carried

3/19/13 Resolved:

That Council move the Resumption of Standing Orders.

Moved: Clr Webb
Seconded: Clr Martinez

Carried

Item 9.1. Long Term Structural/Strategic Options for Castlereagh Macquarie County Council

3/19/14 Recommendation:

That Council stay with the present structure for a further 12 months from 1st July, 2019, and review the position again in September, 2019.

Moved: Clr Martinez

Seconded: Clr Webb

Carried

Item 9.2. General Manager's Contract

3/19/15 Recommendation:

Based on verbal advice received from the Office of Local Government:

1. The CMCC advertise a position of Part-Time General Manager for a period of up to three years
2. Recruitment to be undertaken in-house with the support of the Gilgandra Shire Council's Human Resources staff
3. A panel comprising of the Chairperson, Deputy Chairperson and Councillor Martinez source a position description
4. The abovementioned panel will determine a shortlist of applicants for interview
5. Formal selection will be made by the full Board of CMCC

Moved: Clr Martinez

Seconded: Clr Shinton

Carried

2. Motion to move out of Confidential Session

3/19/16 Resolved:

That at 11.35am Council move out of Confidential Session.

Moved: Clr Webb

Seconded: Clr Martinez

Carried

3. Adoption of Committee Recommendation

3/19/17 Resolved:

That the following recommendation for the Confidential Committee be adopted:

A. That Council stay with the present structure for a further 12 months from 1st July, 2019, and review the position again in September, 2019 and

Based on verbal advice received from the Office of Local Government:

1. The CMCC advertise a position of Part-Time General Manager for a period of up to three years
2. Recruitment to be undertaken in-house with the support of the Gilgandra Shire Council's Human Resources staff
3. A panel comprising of the Chairperson, Deputy Chairperson and Councillor Martinez source a position description
4. The abovementioned panel will determine a shortlist of applicants for interview
5. Formal selection will be made by the full Board of CMCC

Proceedings in Brief: Councillor Shinton will research the hours of employment of like positions in single purpose Councils

Moved: Clr Webb

Seconded: Clr Martinez

Carried

GENERAL BUSINESS

1. That every effort be made to recruit a replacement Biocontrol Officer (Weeds) for Walgett as soon as possible.
2. Clr Webb indicated that he would attend a Hudson pear workshop at Coonamble on Tuesday 26 March, 2019 on behalf of Council.

MEETING

The next meeting is scheduled for Monday 24 June, 2019 at Warren.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 1.25 pm

To be confirmed as a true and accurate record at the Council Meeting to be held on Monday 24 June, 2019.

CHAIRMAN

GENERAL MANAGER