

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Warren Council Chambers
On 4th April 2016

CASTLEREAGH MACQUARIE COUNTY COUNCIL



BUSINESS PAPER

**FOR THE ORDINARY MEETING OF COUNCIL
TO BE HELD AT THE WARREN SHIRE COUNCIL CHAMBERS,
ON MONDAY 4TH APRIL, 2016
COMMENCING AT 10:00 AM**

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AGENDA - ORDINARY COUNCIL MEETING

Monday, 4th April 2016

- 1. WELCOME**
- 2. APOLOGIES**
- 3. DECLARATION OF INTERESTS**
- 4. CONFIRMATION OF MINUTES for Meeting held Monday 29th February 2016**
- 5. MATTERS ARISING FROM MINUTES**
- 6. REPORT FROM CHAIRMAN**
- 7. REPORT OF THE GENERAL MANAGER**
- 8. REPORTS OF THE SENIOR WEEDS OFFICER**
- 9. CONFIDENTIAL**
- 10. QUESTIONS FOR NEXT MEETING**
- 11. NEXT MEETING – Monday 20 June 2016 at Coonabarabran**
- 12. CLOSE**

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9. CONFIDENTIAL

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10. QUESTIONS WITHOUT NOTICE

11. CONFIRM DATE OF NEXT MEETING –Monday 20 June 2016 at Coonabarabran

12. CLOSE OF MEETING

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CASTLEREAGH MACQUARIE COUNTY COUNCIL



MINUTES

**OF THE ORDINARY MEETING OF COUNCIL
HELD AT WALGETT SHIRE COUNCIL CHAMBERS ON MONDAY 29TH
FEBRUARY, 2016**

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**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT
THE GILGANDRA COUNCIL CHAMBERS ON MONDAY 29 FEBRUARY 2016 COMMENCING AT
10:00AM**

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

Staff Members: D. Ramsland (General Manager), J. Unwin (Acting Chief Weeds Officer) and K. Watling (Weeds Officer)

1. **WELCOME:** Clr Kinsey welcomed all councillors and staff to the meeting.
2. **APOLOGIES:** Clr Greenaway (late arrival)

2/16/1 Resolved:

Apology for late arrival be received and leave granted.

Moved: Clr Webb

Seconded: Clr Van Lubeck

Carried

Clr Greenaway entered the meeting room at 10.05am

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

2/16/2 Resolved:

That the minutes of the Castlereagh Macquarie County Council meeting held at Walgett on Monday 21 December, 2015, having been circulated, be confirmed as a true and accurate record of that meeting.

Moved: Clr Batten

Seconded: Clr Shinton

Carried

5. **MATTERS ARISING FROM MINUTES** -Nil
6. **CHAIRMAN'S REPORT**

Chairman Clr Kinsey reported as follows:

Clr Kinsey advised of the new Biosecurity Act Discussion documents that were circulated by the Department of Primary Industries on 18 January, 2016. The Department were seeking submissions by 12 February, 2016. The DPI is currently developing the regulations, policies and procedures that will support the Act and are keen to hear from

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industry, government and community partners to ensure they develop an effective and efficient regulatory framework. The Chairman also advised that it is an opportunity for Council to provide valuable input.

Clr Kinsey advised of his concern in relation to the listing of weeds that have been excluded from the discussion paper that may affect the farming industry and the County area.

It has been requested by DPI that each individual Council provide information on six most prominent weeds in their area in order to assist DPI in the development of a strategic approach towards the eradication of these weeds.

Clr Kinsey advised that Council needs to seek alternative sources of funding to relieve current budget constraints.

The LLS are required to provide environmental reports in relation to overall works being carried out. The chairman suggested that these reports be reviewed by CMCC prior to being presented to the board.

Clr Kinsey extended his thanks to Clr Greenaway for chairing the meeting in his absence at the last Council meeting on 21 December, 2015.

2/16/3 Resolved:

That the Chairman's report be received and noted.

Moved: Clr Kinsey

Seconded: Clr Woodcock

Carried

7. GENERAL MANAGER'S REPORT

Item 7.1 Reconciliation Certificate 31 December 2015 & 31 January 2016.

Recommendation: That the Statement of Bank Balances as at 31 December, 2015 and 31 January, 2016 be received and noted.

2/16/4 Resolved:

That the Bank Reconciliations as at 31 December, 2015 and 31 January, 2016 be received and noted.

Moved: Clr Peart

Seconded: Clr Greenaway

Carried

Item 7.2 Quarterly Budget Review Statement – Period Ended 31 January 2016

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

2/16/5 Resolved:

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

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Moved: Clr Batten
Seconded: Clr Webb

Carried

Item 7.3 Organisational Restructure Report – Update – January, 2016

Recommendation: That Council receive and note the General Manager's Report in respect of the progress in the Organisational Restructure process and endorse the action taken so far.

2/16/6 Resolved:

That Council receive and note the General Manager's Report in respect of the progress in the Organisational Restructure process and endorse the action taken so far.

Moved: Clr Batten
Seconded: Clr Shinton

Carried

2/16/7 Resolved:

That Council write to the Department of Primary Industries expressing concern in relation to lack of control of weed infestations along rail corridors and in National Parks.

Moved: Clr Batten
Seconded: Clr Schieb

Carried

Item 7.4 Hudson Pear Taskforce Update

Recommendation: That the minutes of the meeting of the Hudson Pear Taskforce held on Thursday 29 October, 2015 be received and noted and the General Manager's report endorsed.

2/16/8 Resolved:

1. That the minutes of the meeting of the Hudson Pear Taskforce held on Thursday 29 October, 2015 be received and noted and the General Manager's report endorsed.
2. Council write to the Department of Industries and LLS seeking a response to the notices being issued by CMCC detailing the works undertaken and final outcomes achieved at the 5 ways infestation including ongoing monitoring.

Moved: Clr Batten
Seconded: Clr Greenaway

Carried

Item 7.5 CMCC – Future of depot facilities

Recommendation: That Council note the intention to prepare plans and cost estimate for a new facility at Coonamble in addition to the need for appropriate documentation to be prepared in respect of all Council's depot facilities with constituent councils.

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2/16/9 Resolved:

1. That Council note the intention to prepare plans and cost estimate for a new facility at Coonamble in addition to the need for appropriate documentation to be prepared in respect of all Council's depot facilities with constituent councils.
2. Council again explore the possibility of using the old sign shed at the Coonamble Shire depot.

Moved: Clr Batten

Seconded: Clr Webb

Carried

Item 7.6 Major Grant Funding – 2014/15 and Beyond

Recommendation: That Council maintain a watching brief over the impact of new legislation on Council's traditional funding sources.

2/16/10 Resolved:

That Council maintain a watching brief over the impact of new legislation on Council's traditional funding sources.

Moved: Clr Shinton

Seconded: Clr Schieb

Carried

Item 7.7 Local Government Reform Process – Impact on CMCC

Recommendation: That Council receive and note the General Manager's report.

2/16/11 Resolved:

That Council receive and note the General Manager's report and the issue of Council's number of delegates be reviewed at the April, 2016 meeting.

Moved: Clr Webb

Seconded: Clr Van Lubeck

Carried

2/16/12 Resolved:

That Council consider amending its constitution prior to the elections in September 2016.

Moved: Clr Schieb

Seconded: Clr Van Lubeck

Carried

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Item 7.8 **Matters for Brief Mention or Information Only**

Recommendation: That the above issues for brief mention for information only as detailed in the General Manager's report to be received and noted.

2/16/13 **Resolved:**

That the above issues for brief mention for information only as detailed in the General Manager's report be received and noted.

Moved: Clr Greenaway

Seconded: Clr Webb

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.

2/16/14 **Resolved:**

That Council receive and note the Acting Senior Weeds Officer's report for December 2015/January 2016.

Moved: Clr Webb

Seconded: Clr Woodcock

Carried

2/16/15 **Resolved:**

That Council seek clarification of the agency responsible for weed eradication on Crown Land and rivers.

Moved: Clr Schieb

Seconded: Clr Shinton

Carried

Item 8.2 **Noxious Plant Reports**

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

2/16/16 **Resolved:**

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

Moved: Clr Webb

Seconded: Clr Shinton

Carried

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CONFIDENTIAL SESSION

1. Motion to move in to Confidential Session

2/16/17 Resolved:

That at 12.30pm 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 Batten
Seconded: Clr Greenaway

Carried

2. Property Inspections Report

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

2/16/18 Recommendation:

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

Moved: Clr Batten
Seconded: Clr Greenaway

Carried

3. Motion to move out of Confidential Session

2/16/19 Resolved:

That at 12.40 pm Council move out of Confidential Session.

Moved: Clr Woodcock
Seconded: Clr Webb

Carried

Adoption of Closed Section Reports

2/16/20 Resolved:

That Council adopt the recommendations of the Closed Committee Reports.
- Property Inspections Report

Moved: Clr Webb
Seconded: Clr Woodcock

Carried

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General Business

1. Clr Batten suggested that the constituent Councils be advised that Council minutes may be accessed on the CMCC website at anytime.
2. General Manager advised Councillors of new technology (handheld integrated mapping systems) being investigated for the purpose of improving CMCC records.
3. Each individual Council be requested to provide details of the six 'worst' weeds in their area to put forward to LLS's.

2/16/21 Resolved:

That the General Manager provides a report of the updated budget including the proposed funds to be allocated for new computer equipment.

Moved: Clr Peart

Seconded: Clr Woodcock

Carried

NEXT MEETING

The next meeting is scheduled for Monday 4 April, 2016 at Warren.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 12.55PM

To be confirmed as a true and accurate record at the Council Meeting held on Monday 4th April 2016.

CHAIRMAN

GENERAL MANAGER

General Manager's Report

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ITEM 7.1: RECONCILIATION CERTIFICATE 29 FEBRUARY 2016

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/47

Reconciled Ledger Accounts for 29 February 2016 are as follows:

Balance of Ledger – 1-1110

Balance 31/01/16	755,997.94
Plus Receipts	4,025.12
Less Payment	71,724.97
	<u>\$688,298.09</u>

Balance of Bank Accounts

Balance 29/02/2016 #273228001484	\$688,298.09
Less: Outstanding Cheques	
Chq#6483 Telstra	11/02/2016 \$594.45
Chq#6484 Origin Energy Electricity	11/02/2016 \$193.94
Chq#6485 Landmark – Gilgandra	11/02/2016 \$2,750.00
	<u>\$684,759.70</u>

Stores Balance 1-1410	31/01/16	\$26,975.00
Debtors Balance 1-1310	31/01/16	\$63,790.00

Debtors:

Sainsbury Automotive Dubbo	Invoice #812824	30/11/15	\$10,000.00
Local Land Services	Invoice #812825	18/12/15	\$27,500.00
	Invoice #812826	18/12/15	\$16,500.00
Isuzu Ute Australia Pty Ltd	Invoice #812828	08/02/16	\$2,200.00
Walgett Shire Council	Invoice #812830	24/02/16	\$7,590.00

Recommendation:

The Statement of Bank Balances as 29 February 2016 be received & adopted.

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ITEM 7.2 QUARTERLY BUDGET REVIEW STATEMENT – PERIOD ENDED 29 FEBRUARY, 2016

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 00/00/00

Summary:

An analysis of Council's actual income and expenditure to 29 February, 2016 has now been completed and a revised budget result forecast for the year ending 30 June, 2016 has been prepared showing the anticipated result on present trends.

These results are summarised as follows:

	Budgeted Surplus/(Loss) \$	Revised Budget Surplus/(Loss) \$	Forecast Budget Surplus / (Loss)\$
Operating budget result	125,515	(45, 793)	79,722
Capital Budget result	(75,800)	4,343	(71,457)

After what was essentially a mini-budget review carried out in December, 2015, the current review recorded a further improvement of \$4,896.

From a staffing point of view it is still not intended to make a permanent replacement for the Coonabarabran vacancy and to continue to utilise the second Gilgandra position to cover this area in conjunction with the senior weeds office and contract/casual staff when demand requires. However, the position of senior weeds officer has been advertised internally.

Background:

Financial information made available to councillors should adequately disclose council's overall financial position and provide sufficient information to enable informed decision making and ensure that council remains on track to meet the objectives, targets and outcomes set out in its operational plan, adopted budget and delivery program.

Mindful of this, the DLG has developed a set of minimum requirements that assists each council in meeting its charter with regard to its finances and related responsibilities in respect of its operational plan, adopted budget and delivery program.

The requirements include showing how Council is tracking against its original and revised annual budgets at the end of each quarter and provide explanations for major variances that result in recommendations for budget changes.

They also enable the Responsible Accounting Officer to indicate if council will be in a satisfactory financial position at the end of the financial year, given the changes to the original budgeted position.

Collectively, these documents are known as a Quarterly Budget Review Statement (QBRs) and are reported to council in accordance with the relevant legislation at the end of each quarter. The Local Government (General) Regulation 2005 - Regulation 203 made under the Local Government Act 1993 requires this report to be submitted to Council no later than 2 months after the end of the quarter.

Underpinning this is the 10 Year Long Term Financial Plan which forecasts the likely outcome over an extended period provided that there are no significant departures from the operational plan/delivery that will impact to vary estimated income and expenditure for the longer term.

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Current Position:

The attached Quarterly Budget Review Statement (QBRs) has been prepared in this new format for some time now. A budget functional item summary, as well as a second document which breaks down the actual budget line item income and expenditure for the year, details any variations from the original budget in respect of those various line items is also attached. It is proposed to go over these variations in detail at the meeting.

However in summary this is the fourth quarterly report in respect of 2015/16, and variations to budget have become apparent, including a further increase in plant income of \$13,000

The total variations reveal a net operating budget deficit for the year of (\$46,293) after provision has been made for depreciation of \$7,475.

This result is in line with the expectations voiced at the time of adopting the 2015/16 budget and operational plan at the June, 2015 meeting. It does, however, increase our total surplus from both operating and capital works to \$8,265.

Two new Isuzu utilities were purchased in December, 2016 at a net cost of \$62,457. Only one vehicle has been traded so far (trade in value \$10,000) because of the breakdown of the Toyota Landcruiser and in the light of the condition of the second vehicle that was to be traded-in it is now recommended that the vehicle be kept as a standby vehicle.

This QBRs sets out the recommended changes to the total revised budget of (\$4,896) net. This are listed on a separate page along with reference to our key performance ratios and required declarations in respect of contractual arrangements, consultancies and legal expenses. However, after allowing for capital income/expenditure Council will operate at an estimated overall surplus in 2015/16 of \$8,265 after allowing for depreciation.

As previously requested, details of Council's fuel consumption and stores issued will be tabled at the meeting.

Relevant Reference Documents/Policies:

The Local Government (General) Regulation 2005
Local Government Act 1993, as amended
DLG Circular 10/32 – Quarterly Budget Review Statement

Governance Issues:

The recent announcement of the State Government's "Fit for the Future" initiatives should provide Council with a degree of certainty in which to plan for the immediate and short term future.

Stakeholders:

Castlereagh Macquarie County Council Constituent Councils – Shires of Warrumbungle, Coonamble, Gilgandra, Walgett and Warren.

Financial Implications:

It is proposed to discuss the matter what level of grant funds which may become available in 2016/17 in the confidential section of the meeting as already announced cuts will impact unfavourably on Council's bottom line making Council's longer term sustainability uncertain.

Legal Issues:

In the event of the County Council being wound-up, constituent councils would share in any surplus funds realised or be required to make good and shortfall.

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Alternative Solutions/Options:

As previously advised, Council's financial position, both in immediate future and going forward needs to be monitored closely.

Conclusion:

Council's current actions are aimed at rectifying the financial downturn that was compounded by significant operating losses over the last decade. To date, the measures have worked quite satisfactorily but because of cutbacks to WAP1520 funding the situation needs to be regularly monitored to identify what further corrective action will required in conjunction with the next budget.

Quarterly Budget Review Statement – 29 February, 2016
<p>Recommendation:</p> <p>That the Quarterly Budget Review Statement the period ended 29 February, 2016 be received and noted, the recommended variations to the revised budget as detailed in the attached statement be adopted.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Attachment A - Quarterly Budget Review Statement – Signed Statement by Responsible Accounting Officer

Attachment B - Quarterly Budget Review Statement

Attachment C- Quarterly Budget Review Statement– Operating Budget Summary

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Attachment A - Quarterly Budget Review Statement – Signed Statement by Responsible Accounting Officer

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Quarterly Budget Review Statement – 29 February, 2016.

Statement by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for the Castlereagh Macquarie County Council for the period ended 29 February, 2016 indicates that Council's projected financial position as at 30 June, 2016 will be satisfactory at year end having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

This statement is made on the proviso that any resolution passed at Council's meeting on 4 April, 2016 in respect budget amendments and associated issues to offset any loss in grant income are implemented within the timelines determined or as duly amended.

Signed: 

Date: 23 March, 2016

Don Ramsland - Responsible Accounting Officer – Castlereagh Macquarie County Council

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Attachment B- Budget Review Statement 29.02.2016

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Quarterly Budget Review Statement – 29 February, 2016.

Recommended Changes to Revised Budget

A. Revenue Income	\$	\$
1. Additional Plant Hire Income etc.		(13,000)
2. Additional interest on investment		(757)
Total – Revenue Income Adjustments		13,757
 B. Revenue Expenditure		
1. Meeting expenses	2,444	
2. Protective Clothing	1,395	
3. Staff Training	5,559	
4. Cost of Parts	520	
Total –Revenue Expense Adjustments		\$9,918
 Net Increase to Operating Surplus		\$3,839
 C. Capital Income Adjustments -	Nil	
D. Capital Expenditure Adjustments	1,057	
Total – Capital Adjustments		1,057
 Net Increase to Surplus		\$4,896

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Quarterly Budget Review Statement – 29 February, 2016.

Budget Review - Key Performance Indicators Statement

- Unrestricted Current Ratio – 1.54:1** (1 July, 2015)
- Debt Service Ratio – 0.07:1** (1 July, 2015)
- Building and Infrastructure Renewal Ratio** - as a 1 July, 2015 this ratio was 0.00% as Council had made no provision for assets renewals

Budget Review - Contracts and Other Expense

Part A – Contracts Listing - Council has not entered into any contracts.

Part B – Consultancy and Legal Expenses

<u>Expense</u>	<u>Expenditure YTD</u>	<u>Budgeted</u>
	\$	Y/N
Consultancies	Nil	No
Legal Fees	Nil	No

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Attachment C- Quarterly Budget Review Statement 29 February 2016 – Operating Budget Summary

CASTLEREAGH MACQUARIE COUNTY COUNCIL													
<u>Quarterly Budget Review Statement - 29 February, 2016</u>													
<u>Operating Budget Summary</u>													
	Original Budget	cwd/fwd	Adopted Changes Todate					Revised Budget	YTD to 29/02/16	Remainder of Year	Projected for Year	Further Variations	Percentage Todate
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final						
<u>OPERATING REVENUE</u>													
Total - Administration	928,027		47	(90,085)	(15,317)	0	0	822,672	814,338	9,091	823,429	757	99
Total - Destruction of Weeds	0		0	0	0	0	0	0	0	0	0	0	0
Total - Private Works	40,000			5,828	0	0	0	45,828	45,828	0	45,828	0	100
Total - Other Income	60,000		0	50,856	35,789		0	146,645	89,645	70,000	159,645	13,000	56
	-----		-----	-----	-----	-----		-----	-----	-----	-----	-----	
Total Operating Revenue	1,028,027		47	(33,401)	20,472	0	0	1,015,145	949,811	79,091	1,028,902	13,757	92
<u>OPERATING EXPENSES</u>													
sub total - administration	87,672			12678	3401			103,751	39,720	66,475	106,195	2,444	37
sub total - insurance	51,284			-1032	0	0	0	50,252	48,986	1,266	50,252	0	97
sub total - governance	41,633		0	3000	775	0	0	45,408	23,014	22,394	45,408	0	51
sub total - employee expenses	131,948			4768	939	0	0	137,655	88,337	56,272	144,609	0	61
Total - Administration Expenses	312,537			19414	5115		0	337,066	200,057	146,407	346,464	9,398	58
Total - Destruction of Weeds	403,000	0	0	-28145	0		0	374,855	251,557	123,298	374,855	0	67
Total - Private Works	24,000	0		8066	3521	0	0	35,587	12,107	24,000	36,107	520	34
Total - Other Expenses	162,975	0		20000	8779		0	191,754	40,654	151,100	191,754	0	21
	-----		-----	-----	-----	-----		-----	-----	-----	-----	-----	
Total - Operating Expenses	902,512	0		19335	17415	0	0	939,262	504,375	444,805	949,180	9,918	53
NET OPERATING SURPLUS (DEFICIT)	125,515		47	(52,736)	3,057	0	0	75,883	445,436	(365,714)	79,722	3,839	
								72,826					

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<u>Quarterly Budget Review Statement - 29 February, 2016</u>													
<u>Capital Budget Summary</u>													
	Original Budget	cfd/fwd	Adopted Changes Todate					Revised Budget	Year to 29/02/16	Remainder of Year	Projected for Year	Further Variations	Percentage Todate
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	final						
<u>CAPITAL INCOME</u>													
Total - Capital Income	15000	0		5,000	0	0	0	20000	10000	10000	20000	0	
<u>CAPITAL EXPENDITURE</u>													
Total - Capital Expenditure	90,800	0	0	0	1714	0	0	92,514	62,457	29,000	91,457	(1,057)	
NET CAPITAL SURPLUS (DEFICITS)	(75,800)	0		5,000	-1714	0	0	(72,514)	(52,457)	(19,000)	(71,457)	1,057	
<u>ESTIMATED TOTAL BUDGET RESULT - 29 February, 2016</u>													
Surplus/(Deficit) after Dep'n	49,715	0	47	(47,736)	1,343	0	0	3,369	392,979	(384,714)	8,265	4,896	
Add Dep'n Included in above	7,475		0					7,475	0	7,475	7,475		
Surplus(Deficit) before Dep'n	57,190	0	47	(47,736)	1,343	0	0	10,844	392,979	(377,239)	15,740	4,896	

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CASTLEREAGH MACQUARIE COUNTY COUNCIL													
Draft Quarterly Budget Review Statement - 29 February, 2016.													
Operating Budget													
	Original Budget	c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final	Revised Budget	YTD to 29/02/16	Remainder of Year	Projected for Year	Further Variations	Percentage todate
OPERATING REVENUE													
Administration													
DPI - MVWAC Grant	410,870			(92,339)	(22,297)			296,234	296,234		296,234	0	100
Weed Certificates	7,127							7,127	4,422	2,705	7,127	0	62
Constituent Council Cont	497,580				10			497,590	497,590		497,590	0	100
all councils addn cont								0		0	0	0	0
Interest on Investments	2,500				3,861			6,361	3,618	3,500	7,118	757	51
Property Insurance Rebate	2,610				657			3,267	3,267		3,267	0	100
Insurance Provision adjust	1,819			1,448				3,267	1,727	1,540	3,267	0	53
WHS Incentive Rebate	2,548				2,452			5,000	5,000		5,000	0	100
Workers Comp Incentive Payment	1,346							1,346		1,346	1,346	0	0
Motor vehicle Claims Exp Discount	1,627		47	806				2,480	2,480		2,480	0	100
Jury Duty								0		0	0	0	0
Administration Total	928,027		47	(90,085)	(15,317)			822,672	814,338	9,091	823,429	757	99
Destruction of Weeds													
Con't from Constituent Councils								0		0	823,429	757	0
Hudson Pear - Walgett								0		0	0	0	0
Mesquite Control - Grant								0		0	0	0	0
Parthenium Weed - Grant								0		0	0	0	0
Parkinsonia - Grant								0		0	0	0	0
Destruction of Weeds Total								0		0	0	0	0
Private Works													
Bre Shire - Private Works								0		0	0	0	0
Coonamble - Private Works								0		0	0	0	0
Coonabarabran - Private Works				436				436	436		436		
Warren - Private Works				1,527				1,527	1,527		1,527		100
Walgett - Private Works				3,175				3,175	3,175		3,175		100
Gilgandra - Private Works				690				690	690		690	0	
DLCW - 5 Ways								0		0	0	0	0
WLC (HP)								0		0	0	0	0
Walgett Shire - Hudson Pear	40,000							40,000	40,000	0	40,000	0	100
Western LLS (HP) S/R analysis								0			0	0	0
Western LLS (HP) Control Prgmes								0			0	0	0
NSW Trade and Invest - Hudson Pear								0			0	0	0
Sale of Parts etc								0		0	0	0	0
Private Works -Total	40,000			5,828				45,828	45,828	0	45,828	0	100
Other Income													
Plant Income	60,000			50,856	35,789			146,645	89,645	70,000	159,645	13,000	56
Const Council Advances								0		0	0	0	0
Profit on sale of plant								0		0	0	0	0
Other Income -Total	60,000			50,856	35,789		0	146,645	89,645	70,000	159,645	13,000	56
													0
Total Operating Revenue	1,028,027		47	(33,401)	20,472	0	0	1,015,145	949,811	79,091	1,028,902	13,757	92

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	Original Budget	c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final	Revised Budget	YTD to 29/02/16	Remainder of Year	Projected for Year	Further Variations	Percentage to date
Adopted Changes Todate													
OPERATING EXPENSES											1,028,902		
Administration													
Salaries													
General Manager's Salary	21,338							21,338	13,118	8,220	21,338	0	61
Administrative Assistance								0			0	0	0
Commission on auction sale								0			0	0	0
Office Assistant								0		0	0	0	0
admin support	25,750							25,750		25,750	25,750	0	0
MVWAC - Meeting Expenses	1,000			1,312	631			2,943	5,387		5,387	2,444	100
MVWAC - Weed Coord Cont	9,281			13,016				22,297	5,994	16,303	22,297		27
IPR Costs	300							300		300	300	0	0
Consulting Fees								0		0	0	0	0
Travelling	2,000			-2000				0			0	0	0
Audit Fees	7,210							7,210	6,300	910	7,210	0	87
Advertising	2,575							2,575	232	2,343	2,575	0	9
Printing & Stationary	2,060				940			3,000	411	2,589	3,000	0	14
Postage & Freight	1,030							1,030	64	966	1,030	0	6
Storage Rental				350	1830			2,180	1,680	500	2,180	0	77
Telephone	7,725							7,725	3,713	4,012	7,725	0	48
Bank Charges	567							567	302	265	567	0	53
Legal Expenses	500							500		500	500	0	0
Sundry Expenses								0					0
computer maintenance	400							400		400	400	0	0
security services								0			0	0	0
office cleaning								0		0	0	0	0
sundry admin expenses	2,500							2,500	1,080	1,420	2,500	0	43
web site costs	1,500							1,500	158	1,342	1,500	0	11
Subscription - Shires Assoc	1,936							1,936	1,281	655	1,936	0	66
sub total - administration	87,672		-	12678	3401	0	0	103,751	39,720	66,475	106,195	2,444	37
										106,195		2,444	
Administration - Insurances													
Fidelity Gaurantee	1,288			105				1,393	1,393		1,393	0	100
Public Liability & Prof Indem	23,887			-139				23,748	23,748		23,748	0	100
PL & PI - Excess	-							0		0	0	0	0
Property Insurance	7,000			-1620				5,380	5,380		5,380	0	100
State Cover Capital Levy	1,266							1,266		1,266	1,266	0	0
Motor Vehicle Liability	6,500			722				7,222	7,222		7,222	0	100
Personal Accident	1,946			-57				1,889	1,889		1,889	0	100
Councillors' and Officers' Liability	9,397			-43				9,354	9,354		9,354	0	100
sub total - insurance	51,284		0	-1032	0	0	0	50,252	48,986	1,266	50,252	0	97
								0			50,252	0	
Elected Members Activities								0					
Chairperson's Allowance	8,000							8,000	4,500	3,500	8,000	0	56
Councillors' Meeting Fees	27,000							27,000	15,000	12,000	27,000	0	56
Councillors' Travelling	4,511							4,511		4,511	4,511	0	0
Councillors' Subsistence CMCC Mtgs				3000	775			3,775	2,114	1,661	3,775	0	56
Delegates' Expenses	2,122							2,122	1,400	722	2,122	0	66
"C" Division								0		0	0	0	0
Insurance Members Accident								0		0	0	0	0
sub total - governance	41,633			3000	775	0	0	45,408	23,014	22,394	45,408	0	51
								0		45,408	0		

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	Original Budget	c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final	Revised Budget	YTD to 29/02/16	Remainder of Year	Projected for Year	Further Variations	Percentage to date
Employee Overhead Expenses													
redundancy - termination pay				200				200	200		200	0	100
redundancy - annual leave								0			0	0	0
redundancy - long service leave								0			0	0	0
Provision for ELE								0		0	0	0	0
Annual Leave	26,114							26,114	12,958	13,156	26,114	0	50
Long Service Leave	12,736							12,736		12,736	12,736	0	0
Sick Leave	7,434							7,434	4,786	2,648	7,434	0	64
Compassionate Leave								0			0	0	0
Union Picnic Day					487			487	487		487	0	100
Public Holidays NEI	14,866							14,866	7,405	7,461	14,866	0	50
Jury Duty								0		0	0	0	0
Superannuation	43,198							43,198	28,503	14,695	43,198	0	66
Pre -Tax Contributions								0		0	0	0	0
Post Tax Contributions								0		0	0	0	0
Workers Compensation	16,500							16,500	13,309	3,191	16,500	0	81
Staff Misc								0		0	0	0	0
Protective Clothing	600							600	1,995		1,995	1,395	100
Allowances Disability/Climatic	3,000							3,000	615	2,385	3,000	0	21
Staff Training	7,500			4568	452			12,520	18,079		18,079	5,559	100
sub total - employee expenses	131,948	0	-	4768	939	0	0	137,655	88,337	56,272	144,609	6,954	61
Total - Administration Expenses	312,537	0	-	19414	5115	0	0	337,066	200,057	146,407	346,464	9,398	58
										346,464		(9,398)	
Destruction of Weeds													
Supervision of Weeds Officers	12,000							12,000	1,950	10,050	12,000	0	16
Property Inspections	80,000							80,000	18,556	61,444	80,000	0	23
Cost of Council Roads	70,000							70,000	51,500	18,500	70,000	0	74
DLCW - 5 Ways								0			0	0	0
WAP 1520 Grant Expenses	228,500			-30000				198,500	175,486	23,014	198,500	0	88
Contribs from Constituent Councils								0		0	0	0	0
Hudson Pear Walgett Shire								0		0	0	0	0
Mesquite Contol Program				1746				1,746	1,746		1,746	0	100
Parthenium Weed Control				109				109	109		109	0	100
Parkinsonia Weed Control								0		0	0	0	0
Promotions & Field Days	7,500							7,500		7,500	7,500	0	0
Pasture Trials								0		0	0	0	0
HP Taskforce Administration	5,000							5,000	2,210	2,790	5,000	0	44
Destruction of Weeds Total	403,000			-28145	0	0	0	374,855	251,557	123,298	374,855	0	67
											374,855		

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Private Works													
Bre Shire - Private Works								0		0	0	0	0
Coonabraban - Cost of Private Works				463				463	463		463	0	
Gilgandra - Cost of Private Works				1147	761			1,908	1,908		1,908	0	
Walgett - Cost of Private Works				3250	909			4,159	4,159		4,159	0	
Warren - Cost of Private Works				3206				3,206	3,206		3,206	0	
Sundry Private Works								0			0	0	
WLC (HP) - 5 Ways								0		0	0	0	0
Western CMA (HP)								0		0	0	0	0
Western LLS (HP) S/R Analysis								0			0	0	0
Western LLS (HP) Control Pgmes								0			0	0	0
Walgett Shire - HP	24,000							24,000		24,000	24,000		
Agency Expenses								0		0	0	0	0
Cost for the Sale of Parts etc					1851			1,851	2,371		2,371	520	100
Private Works -Total	24,000	0	0	8066	3521	0	0	35,587	12,107	24,000	36,107	520	34
										36,107		520	
Other Expenses													
Depot Expenses	7,500							7,500	4,299	3,201	7,500	0	57
Plant Expenses	48,000			20,000	8779			76,779	36,355	40,424	76,779	0	47
Depreciation	7,475							7,475		7,475	7,475	0	0
Refund - Const Cnl Advances	100,000							100,000		100,000	100,000	0	0
Other Expenses -Total	162,975	0	0	20000	8779	0	0	191,754	40,654	151,100	191,754	0	21
Total - Operating Expenses	902,512	0	-	19,335	17,415	-	-	939,262	504,375	444,805	949,180	9,918	53
											949,180	9,918	
NET OPERATING SURPLUS (DEFICI	125,515	0	47	(52,736)	3,057	0	0	75,883	445,436	(365,714)	79,722	3,839	559
											79,722		

Quarterly Budget Review Statement - 29 February, 2016

Capital Budget													
	Original Budget	Adopted Changes Todate						Revised Budget	YTD to 29/02/16	Remainder of Year	Projected for Year	Further Variations	Percentage todote
		c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final						
Capital Income													
Profit on Sale of Plant	15,000			5,000				20,000	10,000	10,000	20,000	0	
Provision - New Depot (Coonamble)								0		-	-	-	0
Sale of Surplus Equipment								0		-	-	-	0
Transfer from Plant Reserve								0		-	-	-	0
Transfer from ELE								0		-	-	-	0
Capital Income - Total	15,000		-	5,000	-	-	-	20,000	10,000	10,000	20,000	-	50
													0
Capital Expenditure													
Office Equipment								0	-	-	-	-	0
Depot Facility - Coonamble	10,000							10,000		10,000	10,000		
New Vehicles - Nett	61,800				1,714			63,514	62,457		62,457	- 1,057	100
Small Plant, Tools, Radios	2,000							2,000	-	2,000	2,000	-	0
Transfer to ELE Reserve	5,000							5,000	-	5,000	5,000	-	0
Transfer to Plant Reserve	12,000							12,000	-	12,000	12,000	-	0
Capital Expenditure - Total	90,800				1,714			92,514	62,457	29,000	91,457	- 1,057	68
													0
Net Capital Surplus/(Deficit)	(75,800)		-	5,000	- 1,714	-	-	(72,514)	- 52,457	- 19,000	- 71,457	1,057	73

Quarterly Budget Review as at 29 February, 2016 - Est. Summary for Year

Total Income	1,043,027	-	47	- 28,401	20,472	-	-	1,035,145	959,811	89,091	1,048,902	13,757	13,757
Total Expenditure	993,312	-	-	19,335	17,415	-	-	1,031,776	566,832	473,805	1,040,637	8,861	8,861
Net Total Surplus/(Deficit)	49,715	-	47	- 47,736	1,343	-	-	3,369	392,979	- 384,714	8,265	4,896	4,896
											8,265		4,896
											-		

RESERVES - as at 29 February, 2016 - estimated balances as at 30 June, 2016

Retained Earning	49,715	-	47	- 47,736	1,343	-	-	3,369	392,979	- 384,714	8,265	4,896	
ELE Reserve	5,000	80000						85,000	-	85,000	85,000	-	
Plant Reserve	12,000	9000						21,000	-	21,000	21,000	-	

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ITEM 7.3: DRAFT OPERATIONAL PLAN AND BUDGET – 2016/17

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 00/00/00

Summary:

To consider Council's Draft 2016/17 Operational Plan and Budget.

Background:

Council's Operational Plan and Budget for 2016/17 is currently being prepared pursuant to the provision of Section 404 of the LGA and will be circulated for Council's consideration prior to the meeting.

However, the Operating Plan and the Budget for 2016/17 should be reviewed in conjunction with the preparation of the other elements of Council's Resourcing Strategy which are also to be tabled at the meeting.

The 2016/2017 Operational Plan and Budget continues to be directly impacted by the remedial action determined by Council at its meeting on 6 March, 2014 to correct past budget over runs.

Whilst the major preparations for the 2016/2017 Operational Plan and drafting the 2016/2017 Budget and revised ten year Long Term Financial Plan (spread sheets to be circulated) have been completed, these can't be finalised until action required with regards the Resourcing Strategies is determined by Council.

It will then be necessary for the various documents prepared as part of the integrated planning and reporting legislation to be placed on public exhibition for comment.

Current:

Other work and leave priorities have delayed the final preparation of all the integrated planning and reporting documentation. However, the draft Budget document for 2016/2017, which will be circulated prior to the meeting, will set out in detail the measures proposed to be undertaken in the next financial year and includes continuing provisions for cash backed reserves for employees leave entitlements (established this year) and a plant reserve.

An option to vary the basis of future constituent council contributions is an issue that should be discussed when considering the proposed contribution of from each council – an increase of 1.80% in line with State Government rate pegging legislation.

However, in considering changing the basis for contributions, Council should be mindful of the responsibility of higher tiers of government to fund major weed incursions, particularly where these are spread over a number of adjoining shires.

As an example, in 2014/15 contracts were negotiated with Western Local Lands Services for funding of Hudson Pear control programme of \$150,000. The Strategic/Risk Analysis undertaken as part of that programme should now lead to further funds being made available to address the Hudson Pear problem on an ongoing basis including re-activation of the Hudson Pear Taskforce.

Relevant Reference Documents/Policies:

Council's 2016/17 Operational Plan and Budget.

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Governance Issues:

The preparation of the Operational Plan and Budget is a requirement of Section 404 of the Local Government Act 1993.

Stakeholders:

CMCC and Constituent Councils
Local Land Services – North West and Central West
Rural communities across constituent council areas

Financial Implications:

The Operational Plan and Budget is the corner stone on which Council's future viability and sustainability is based.

The Budget and ten year Long Term Financial Plan indicates that relying on a 6 man workforce using present trends the Budget will achieve an overall surplus in the next year and over a ten year life would also produce a surplus on current trends.

Legal Issues:

Nil

Alternative Solutions/Options:

Dissolution of the County with weeds functions reverting to the control of constituent councils

Conclusion:

The various decisions to be taken in the consideration of the 2016/2017 Operational Plan and Budget should be considered as an extension to the ongoing remedial action already identified in Council's February, 2016 Quarterly Budget Review Statement outcomes. More detail in this regard will be available at the meeting

Operational Plan and Budget 2016/17
<p>Recommendation:</p> <p>That Council adopt the draft 2016/2017 Operational Plan and Budget in principle and the supporting documentation be placed on public exhibition and comment invited prior to the documents being further considered for formal adoption at Council's meeting on 20 June, 2016.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Note: The Draft Operating Plan and Budget for 2016/17 will be forwarded under separate cover prior to the meeting.

Note: Other Integrated Planning and Reporting Documentation will be emailed separately and hard copies tabled at the meeting.

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ITEM 7.4: ORGANISATIONAL RESTRUCTURE – UPDATE - FEBRUARY 2016

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 00/00/00

Summary:

At its meeting on 5 March, 2014 Council resolved in a twelve point resolution to undertake an organisational restructure of the CMCC.

This report details progress with regards that decision and seeks further direction where outlined.

Background:

Council's resolution of 5 March, 2014 was as follows:

1. Implementation of Organisational Restructure

Recommendation: For Council's consideration

05/14/13 Resolved:

That:

1. Council re-determine its organisation structure pursuant to section 333 of the Local Government Act 1993, by reducing staffing levels to five (5) full time weeds officers plus a full time supervisor, with such change to take effect on or before 30 May 2014.
2. Council authorise the General Manager to take all necessary action to give effect to resolution 1 above and to comply with the Council's obligations under the Local Government (State) Award 2010. Such action includes but is not limited to, notifying the employee(s) who may be affected by the change and the union(s) to which they belong, and discussing measures to avert or mitigate the adverse effects on those employees.
3. Without limiting the above, the General Manager is directed to take appropriate action to eliminate or reduce the Council's obligation to pay severance pay to employees who may be affected by the change in resolution 1 above. Such action may include, but is not limited to, facilitating the redeployment of displaced employees within constituent councils or Local Land Services and applying to the Industrial Relations Commission of New South Wales pursuant to clause 35(xv) of the Local Government (State) Award 2010 for an order authorising the Council to pay a lesser amount or no amount of severance pay if the Council obtains acceptable alternate employment for an employee.
4. Council establish a moratorium of twelve months in respect of the re-employment any staff made redundant by Council or any constituent council.
5. Council advise the Division of Local Government and Council's Auditor of the course of action being taken to restore Council's financial viability.
6. Council explore the possibility of short term interest free loans/advances of up to three years from constituent councils to fund the cost of the restructure pending the realisation of Council's surplus built assets.
7. Council approach its bankers to establish an overdraft of up to \$300,000
8. Council invite expressions of interest from constituent councils to provide Council's administrative/accounting function
9. Council continue negotiations for the disposal of the Coonamble Freight Agency
10. Council immediately commence action for the sale/auction of surplus depot facilities at Coonamble and Coonabarabran.
11. Council, as part of the restructure process, transfer an appropriate sum to a cash backed employees leave entitlements reserve by 30 June 2104.
12. Council prepare a mini-budget which reflects the above actions for consideration at its April, 2014 meeting.

Moved: Cllr Batten

Seconded: Cllr Shinton

Carried

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Current Position:

It is proposed to comment on the current position point by point.

Point 1

Covered by Council's resolution

Point 2

All staff and the relevant union were notified of Council's intentions and discussions with staff and the union have now been concluded.

Seven staff initially requested voluntary redundancy; four requests have been accepted with three staff now terminated and a fourth to finish up in early July. Requests from the two Coonabarabran based staff have been put on hold, two requests have been declined and the situation at Gilgandra and Warren will be determined once applications have been called for the vacant Warren based position.

Following the invitation external applications for this position casual employee Mr John Miller has been appointed on a permanent basis.

The services of the Chief Weeds Officer were terminated on Friday 28 November, 2014 by making that position redundant pursuant to Clause 39 of the Local Government (State) Award 2014.

Council's Organisational Structure has been revised with a new position of Senior Weeds Officer replacing the former role of Chief Weeds Officer.

Mr John Unwin continues to act in the Senior Weeds Officer's position and for the time being at least the position will be based at Coonabarabran. Internal applications are now being called for this position.

As indicated, following Mr Wade Thompson's resignation I reconsidered the need to eliminate his position at Coonabarabran and subsequently advertised that position externally. However, following advice of an over 25% cutback in WAP1520 grant funded filling that position was again put on hold. It is proposed to have three Weeds Officers sharing the work in both Warrumbungle and Gilgandra Shires but this is dependent on a review of funding available prior to the April, 2016 meeting.

It is still proposed to make up any other staffing shortfalls using either contract or casuals depending on whatever approach is the more cost effective at the time.

Points 3 and 4

No staff member has sought redeployment with constituent Councils. Award Consultative and WH&S Committees are in the process of being established with the staff remaining and these are already proving to be valuable communication channels.

Point 5

Both the Office of Local Government and Auditor were been verbally advised of the action being taken. A plan of action was submitted to the Office of Local Government and this will be followed up formally once the revised QBRS to 30 November, 2014 and 2014/15 Budget and Operational Plan have been endorsed by Council. The Office of Local Government and Council's Auditor have also been advised of the outcomes of the auction sales held on 3 March, 2015.

Point 6

All five constituent councils indicated they were prepared to make advances of \$50,000 to the County Council subject to repayment within three years, subject to all councils agreeing to participate. A

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correction of the accounting treatment of these advances was made in the 2014/15 financial statements by way of Note 20 c.

The first repayment of \$20,000 per council was made in May, 2015. The next repayments are due in May 2016 and May 2017 respectively.

Point 7

Council's position has been discussed with Council's bankers and an application for an overdraft of up to \$300K submitted for consideration. However, the bank has raised a difficulty with obtaining security and it is believed following this course of action should be deferred now that all the constituent councils have agreed to make the required advances.

Point 8

As only Walgett expressed an interest in providing administrative/finance support services at an initial fee of \$25,000 per annum for the provision of these services commencing from 1 July, 2014, this approach was accepted and changes in Council's address for the service of notices, email address and telephone and fax contact details have been initiated. Council's main computer has been relocated to the Walgett Shire office and accounts are still being operated under the MYOB software package.

Point 9

The Coonamble freight agency was closed with effect from 9 May, 2014.

Point 10

Action for the disposal of the two depot facilities at Coonamble and Coonabarabran was delayed and the auction of the Coonamble property was held on Tuesday 3 March, 2015 after being delayed by adverse seasonal conditions with a dispersal sale of surplus plant and equipment being held on the same day. The old light truck used for the freight operation had already been sold.

An alternative depot location in Coonamble is currently being negotiated. In the short term, to allow the settlement of the sale to be finalised, temporary storage facilities have been secured in a nearby storage facility. Preliminary discussions have been held with my counterpart at Warrumbungle Shire with regards the Coonabarabran Depot.

Point 11

Provision was been made for \$103,000 to be transferred to the ELE as at 30 June, 2015. Funding for ELE was also being provided for from the cash advances being provided by constituent councils. The ELE Reserve was used to fund the majority of the long service leave payout due to the former Chief Weeds Officer following his redundancy.

The ELE Reserve is now cash backed with an investment deposit of \$103,000.

Point 12

Due provision for the actions detailed in Council's resolution were made in the November, 2014 QBRS, the Budget and Operational Plan for 2014/15 and revised Long Term Financial Plan. These have been further updated in the February, 2016 QBRS.

Any other Councillors' queries will be discussed at the meeting.

Relevant Reference Documents:

Council's Operational Plan and Budget for 2015/2016, February, 2016 QBRS and Long Term Financial Plan

Business Activity Strategic Plan Link:

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The issues identified during the preparation of the 2015/2016 Operational Plan and Budget are linked back to Council's 2015/2019 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

The issues identified during the preparation of the 2015/2016 Operational Plan and Budget are linked back to Council's 2015/2019 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

The issues identified in 2015/2019 Council's Delivery Plan and Business Activity Strategy are directly linked to the 2015/2016 Operational Plan and Budget provisions

Stakeholders:

Castlereagh Macquarie County Council
Council Staff
Constituent Councils

Governance Issues:

The process and procedures set out in the appropriate industrial legislation have been followed in implementing Council's resolution of 5 March, 2014

Environmental Issues:

Not applicable

Financial Implications:

Council secured agreement for advances of \$250,000 from constituent councils which allowed the restructure to be undertaken commencing in May, 2014 and completed in the 2014/15 financial year.

An auction sale of the Coonamble depot facility was held on 3 March, 2015 along with the sale of surplus plant and equipment. Council authorised the Mayor and General Manager to fix reserve prices and expedite any other necessary arrangements.

Avenues have been explored to initiate an automatic full on-cost recovery process for all grant works and private works so that accurate year to date costs are available at all times but this has not been possible under the MYOB system. An alternative manual system is now in place.

Legal Issues:

Council has been mindful of its obligations under industrial legislation as it embarked on a process of down-sizing.

Alternatives/Options:

There are a number of measures that can be utilised in undertaking a downsizing operation, but above all the principles of procedural fairness and natural justice must be observed at all times.

Conclusion:

It is to Council's credit that it has been prepared to take the tough decisions to address its current financial dilemma and turn the financial situation around. Other issues outside Council's control including the establishment of Local Land Services, the current review of noxious weed management and more recently the NSW Office of Local Government's "Fit for the Future" initiative have now come into play. This report notes progress being made in relation to the restructure process.

Council should consider now advising the Office of Local Government that apart from the repayment of constituent council advances the organisational restructure has been successfully completed

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Organisational Restructure – Update – February 2016

Recommendation:

That Council receive and note the General Manager's report in respect of the progress in the Organisational Restructure process and endorse the action taken so far.

Moved:

Seconded:

Attachments:

Restructure Action Plan

**CASTLEREAGH MACQUARIE COUNTY COUNCIL
ORGANISATIONAL RESTRUCTURE - ACTION PLAN**
(Revised as at 29 February, 2016)

1. **Redetermine Organisational Structure – 7 March, 2014**
Completed – see council resolution of 5 March, 2014
2. **Implement bi-monthly progress reporting – 30 April, 2014**
Commenced with report to deferred April meeting on 7 May, 2014 and June Meeting on 25 June 2014. Reporting now being made quarterly in accordance with OLG letter of 23 December, 2014
3. **Give effect to and finalise organisational restructure process - 30 May, 2014**
Staff and relevant union formally advised on 10 March, 2014. Meetings held with all staff on 24 March, 2014 and 9 April, 2014 respectively.
4. **Minimise financial impacts of organisational restructure on Council – 30 May, 2014**
Eight requests received for voluntary redundancy. Negotiations concluded with four staff at Coonamble (1 in May, 2 in June and 1 in July). Position of Chief Weeds Officer made redundant with effect from 28 November, 2014. Redundancies at Coonabarabran and Gilgandra on hold pending finalisation of restructure. Position at Warren has been advertised and a permanent appointment made from August, 2015. A decision whether to use casual staff or contract labour for other works will be made once the funding for the next five years under WAP 1520 is known. .
5. **Establish a moratorium for re-employment – 30 May, 2014**
No staff have requested re-deployment at this stage
6. **Advise Division of Local Government and Council's Auditor of action being taken to restore Council's financial viability – 30 May, 2014**
Letters sent to OLG and Auditor 19 May, 2014.
7. **Explore possibility of short term advances with constituent councils – 30 April, 2014**
Letters sent to all constituent councils. All five councils have agreed with CMCC request for advance of \$50,000 repayable over three years. First repayment of \$20,000 per constituent council made in May, 2015.
8. **Commence negotiation for a bank overdraft – 30 April, 2014**
Commonwealth Bank approached to establish overdraft. At this stage investigations into which form of security CMCC could offer deferred because agreement for advances obtained from all constituent Councils.

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- 9. EOIs from constituent Councils to provide administrative/accounting function – 30 April, 2014**
Only one council lodged an expression of interest and the offer of Walgett Shire accepted at meeting on 25 June, 2014. Administration/financial functions have been progressively relocated to Walgett Shire's office as from 1 July, 2014.
- 10. Negotiate closure of freight agency - 30 May, 2014**
Freight agency closed on 9 May, 2014.
- 11. Commence action to dispose of surplus depot facilities – 30 May, 2014**
Initial stocktake carried out first week of June. Full inventory completed - 30 November, 2014.
- 12. Transfer to ELE by 30 June – 15 June, 2014**
ELE has been provided for in 2013/14 and 2014/15 Financial Statements.
- 13. Mini-budget (QBRs) to April Meeting – 30 April, 2014**
Revised QBRs to deferred April meeting on 7 May, 2014 and June meeting on 25 June, 2014. Revised QBRs to meetings on 17 December, 2014, 23 March, 2015, 20 April, 2015, 29 June, 2015, 24 August 2015, 19 October, 2015, 21 December, 2015 and 29 February, 2016.
- 14. Prepare 2014/15 Operating Plan and Budget and ten year forecast – 30 April, 2014**
Draft 2014/15 Operating Plan and Budget and ten year forecast to deferred April meeting on 7 May, 2014 and adopted at June Meeting on 25 June, 2014.

An Operating Plan and Budget for 2015/16 was adopted in principle at Council's meeting on 20 April, 2015 and adopted at Council's meeting on 29 June, 2015.
- 15. Finalise 2013/14 Financial Statements – 30 August, 2014**
Audited 2013/14 Financial Statements lodged with Office of Local Government on 7 November, 2014. Auditor's presentation was made to meeting on 17 December, 2014.
Preparation of Council's 2014/15 financial statements was finalised early in September, 2015, audit undertaken during October, 2015 and the annual Auditor's presentation was made at the December, 2015 meeting.
- 16. Finalise transfer of Accounting/administrative function to a constituent council – 1 July, 2014**
Agreement negotiated for administrative/financial support for an initial amount of \$25,000 pa
- 17. Prepare schedule of future grant sources – 1 July, 2014**
State WAP grant of \$309,408 announced on 1 November, 2014. An application has now been lodged for funding under WAP1520. At this stage the formal announcement is being queried because of an anticipated 25% cut back in funds available. To date no response has been received to Council's letter to Minister Blair.
- 18. Finalise disposal of surplus property/plant – 30 September, 2014**
Allowed for in forward planning – As per resolution passed at June, 2014 meeting General Manager to confer with Councillor Schieb with regards arranging an auction for Council's surplus plant, equipment and buildings. Auction held Tuesday 3 March, 2015.
- 19. Revised Integrated Planning and Reporting Documentation**
Revised integrated Planning and Reporting Documentation was considered at Council's meeting in April, 2015 and formally adopted at Council's meeting on Monday 29 June, 2015.
- 20. Further Planning Process**
It is proposed to develop a further updated plan for Council's consideration in conjunction with the 2016/17 Draft Budget.

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ITEM 7.5: MATTERS FOR BRIEF MENTION OR GENERALLY FOR INFORMATION ONLY

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 000/00/00/00

Summary:

The following matters are listed for brief mention or information only.

1. Drought Funding for Weeds

Previous advice to hand indicated that special federal government drought funding of \$25M was to be made available to address feral animal and weeds issues in twenty shires in western NSW and Queensland which had been affected by continuing drought. Four of these shires are in NSW (Bourke, Brewarrina, Walgett and Coonamble) and funds for these councils will be distributed through the NSW DPI. The issue is being followed up through the Federal Member for Parkes, Mr Mark Coulton MP. And further advice will be tabled at the meeting.

2. Local Government Reform

There is still no clear understanding of what action County Councils in NSW should be taking with regards the “Fit For The Future” legislation and whilst it was believed that the situation would become clearer once the position with regards “mergers” and “joint organisations” was made towards the end of October, 2015 we are still no better informed.

At the same time, consultation with regards proposed changes to the Local Government Act 1993 has now commenced and submissions in respect of Phase 1 closed on 15 March, 2016.

Perhaps Council should consider making a submission based around expanding the number of constituent councils, reducing the number of representatives per council along with the other heads of consideration set out in OLG circular16-01.

This matter was discussed briefly at Council’s last meeting when considering correspondence from Coonamble Shire Council when it was requested that the issue of the number of Councillors be listed for further consideration at the April, 2016 meeting.

3. New Website

Council’s new website is now up and running and staff are now able to make any necessary changes in house. The web site will be demonstrated at the meeting and arrangements are in hand to have board members CVs, photos and contact numbers included on the site.

4. New Biosecurity Act – 2015

It is not yet clear when the new Biosecurity Act will take effect. However, in the lead up to its introduction all appropriate documentation is in the course of amendment where necessary and will be submitted for endorsement/adoption at Council’s June, 2016 meeting.

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5. Coonamble Depot Facility

When this matter was considered at the February, 2016 meeting it was resolved to approach Coonamble Shire to determine whether the shed formerly used by The CMCC in the Coonamble Depot might be available for use. Contact has been made with Council and advice to hand is that the shed is not available.

Accordingly action is now in train to draw up plans for a shed on the alternative site available adjacent to the Coonamble Airport, seek formal approval from Coonamble Shire to use the site, lodge a development application for consideration and obtain quotations for construction. Provided the quotations are within the approved budget, the construction could be complete before the end of the current financial year.

6. Hudson Pear Taskforce

A meeting of the Hudson Pear Taskforce was held at Lightning Ridge on 9 March, 2016 and the minutes of that meeting are enclosed for Council's information.

7. Sale of Surplus Equipment

It is proposed to offer some items of surplus equipment, including an old quick spray unit located at Coonamble for sale by private treaty on our web site as the value of any single item would probably only be in the order of approximately \$6,000.

Matters for Brief Mention or Information Only
<p>Recommendation:</p> <p>That the above issues for brief mention or information only as detailed in the General Manager's report to the April 2016 meeting be received and noted and Council determine any other action required.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Hudson Pear Taskforce Minutes – Meeting held 9th March 2016.
Coonamble Shire letter dated 12th February 2016.

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On 4th April 2016

**MINUTES OF THE MEETING OF HUDSON PEAR TASKFORCE HELD AT LIGHTNING RIDGE
ON 9TH MARCH, 2016 AT 10:00AM**

PRESENT

Don Ramsland - CMCC
Geoff Wise - Independent Chair
Maxine O'Brien - LRMA
Lesley Baker - GGSMA
Ken Harrison - DPI
Clair Bergin - North West LLS
Andrew McConnachie - DPI Biosecurity
Ian Woodcock - CMCC
John Unwin - CMCC
Peter Dawson - North West LLS
Rosemary Maddox - Cumborah Resident
Matthew Compton - Green Army
Thomas Saunders - Green Army
Douglas Tree - Green Army
Anthony Tree - Green Army
Raymond Blair - Green Army
Ashleigh McCudden - CMCC



APOLOGIES

Royce Holtkamp - Horizon Ecological Consulting
Patrick Fletcher - GGSMA
Bryson Rees - MVWAC
Ken Flower - GM North West LLS
Erlina Compton - GM Western LLS
Andrew Mulligan - Acting GM Central West LLS
Peter Jones - Biosecurity Queensland
Michael Day - Biosecurity Queensland
Tanya Slack-Smith - Crown Lands West Region

The Chairman welcomed the committee and gave a brief introduction to his background and role as Chairman of the Hudson Pear Taskforce committee.

Peter Dawson requested that reference to the LLS or comments made throughout the minutes from the 29 October, 2015 be clearly noted as North West Local Land Services.

Andrew McConnachie suggested that under the Biological Control section Biosecurity Queensland be added in as a key agency.

Hudson Pear Taskforce Minutes – 29 October, 2015.

Resolved:

The minutes of the Hudson Pear Taskforce meeting held at Lightning Ridge on Thursday 29 October, 2015, having been circulated, be confirmed as a true and accurate record of that meeting.

CARRIED BY CONSENSUS

Mr Wise addressed that mapping is a key issue. There are no current maps whereby Hudson Pear has been clearly marked. The committee discussed that actions need to be implemented and expectations be clearly outlined on what is expected by each individual agency.

It was suggested that as part of the communication strategy that the community awareness program component of the Hudson Pear Strategy be reviewed and a focus put in place to convey messages of awareness and control, to the community and responsible organisations directly associated with the HPTF.

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It is the intention of Castlereagh Macquarie County Council to circulate minutes from each meeting within 7 days and to attach an action list. It is to be discussed on how the HPTF is going to monitor and follow up on the tasks set out to the individual agencies.

Review Draft Strategic Framework

Review Draft Strategic Framework

Resolved:

Nominated delegates as listed below from each agency are to review and amend the Strategic Framework for Hudson Pear Management taking on board recommendations put forward.

- Peter Dawson – NWLLS
- Don Ramsland – CMCC
- Maxine O'Brien – LRMA
- Geoff Wise – HPTF

CARRIED BY CONSENSUS

- Reference to Bio Control and control units were overlooked in the initial draft and need to be factored in.
- The HPTF is to address various agencies about the ongoing control of Hudson Pear Infestation once Government Funding becomes unavailable.
- Ken Harrison made a general comment in relation to the recommendations put forward at the last HPTF meeting. The committee need to allocate actions, deadlines and responsibilities of each agency delegates.
- Other Major stakeholders to be considered as members of the HPTF committee are the Reserve Trust, NSW Farmers Association and possible landholders who are exposed to the infestation of Hudson Pear on their property.
- Maxine O'Brien raised several points including a definition being required for the term "control", that the CMCC was only one of the funding conduits and the fact that there were a number of gaps in the committee's membership.

Hudson Pear Strategic Plan

Resolved:

That Don Ramsland on behalf of CMCC and Claire Bergin on behalf of LLS attempt to locate the old Hudson Pear Strategic Management Plan to circulate for review and comment at the next meeting.

CARRIED BY CONSENSUS

Green Army Project Update presented by LLS:

Claire Bergin from the North West LLS provided an update and presented a media clip to the committee of the Green Army Project.

Biological Control Update presented by Andrew McConnachie:

Biocontrol

The work conducted to date by Biosecurity Queensland on the potential use of various *Dactylopius tomentosus* biotypes for the biocontrol of *Cylindropuntia* sp. needs to be acknowledged. In the previous minutes, the research they have been involved with was not clearly documented. The biotype of *Dactylopius tomentosus* specific to *Cylindropuntia fulgida* var. *mamillata* has been approved by the Department of Agriculture and Water Resources (DAWR) and the Department of the Environment. The first release of this biotype will be made in Longreach QLD at

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the end of March. A starter culture will be moved to DPI Orange at the beginning of April to mass rear the cochineal for *C. fulgida* in NSW. Releases will probably occur late April or early May at sites in Grawin and Hebel (QLD). Long-term monitoring plots will be setup at Longreach and Hebel. Release applications are currently being prepared for the next four *D. tomentosa* biotypes. These biotypes will target the following *Cylindropuntia* species, ***C. tunicata*** (*Acanthocarpa* X *Echinocarpa* biotype & *Cylindropuntia* sp. biotype), ***C. rosea*** (*Acanthocarpa* biotype & *Cylindropuntia* sp. biotype), ***C. imbricata*** (*Cylindropuntia* sp. biotype) and ***C. kleiniae*** (*Cylindropuntia* sp. biotype)

These will hopefully be submitted to DWAR in the next couple of months. Once submitted, release applications may take up to a year to go through the approval process. So we will hopefully be able to release the four biotypes mid-late 2017.

Funding

The following agencies are to be acknowledged for funding of the biocontrol research on *Cylindropuntia* sp. so far; North West LLS, NSW DPI (WAP Innovation), DAWR Rural R&D for Profit.

Biological Control Update

Resolved:

The Biological Control Research update be received and noted and committee encourage the work of Pete Jones, Andrew McConnachie and Michael Day.

CARRIED BY CONSENSUS

Review Membership of HPTF:

The secretariat is to address gaps in the membership of the committee in time for the next meeting.

Future Funding Opportunities/Sources

- LLS to target Federal Contingency funding available for rapid response and ongoing critical control works.

Future Funding Opportunities/Sources

Resolved:

That the secretariat write to the chair of the Local Land Services in each region to request that they identify funding allocations for continued Hudson Pear control and to acknowledge the funding the LLS have already put towards Bio Control.

CARRIED BY CONSENSUS

LLS – Structural Change Progress

Resolved:

The report and attachment presented by Peter Dawson be received and noted.

CARRIED BY CONSENSUS

Next Meeting – 9th June 2016 plus field inspection

Meeting closed at 1:15pm

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

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On 4th April 2016

Our Ref:

N7
RW JM

Your Ref:

12 February 2016



The General Manager
Castlereagh Macquarie County Council
Post Office Box 664
WALGETT NSW 2832

Dear Sir


CONSTITUTION

At Council's meeting on 10 February 2016, the issue of representation by constituent councils on your Council was raised. In particular, that each council has two delegates and the fact that only six people are employed by the County Council.

A suggestion was put forward that representation of one delegate from each constituent council would be sufficient. Council resolved to request your Council to consider amending its Constitution to bring this about.

Your response in due course would be appreciated.

Yours faithfully


RICK WARREN
General Manager

All communications to be addressed to:
THE GENERAL MANAGER

Post Office Box 249
COONAMBLE NSW 2829

Telephone: (02) 6827 1900
Facsimile: (02) 6822 1626
Email: council@coonambleshire.nsw.gov.au

Section 2

Senior Weeds Officer's Report

ITEM 8.1: Senior Weeds Officer's Report – February to March 2016

At the end of the last County Meeting, Councillor Coe questioned the cost of the Hudson Pear outbreak at 'The five Ways' in the Coonamble Shire. He stated it was five acres and it was costing too much and also indicated it was probably carried there by employees of CMCC.

To set the record straight and in the defence of my colleague, I can only speak for the time I have spent as Senior Weeds Officer starting from March 2014. During the first three months of this time I received a complaint on the Five Ways. After inspecting the 39ha (97.6 acre) block, not the 5 acre block that Councillor Coe suggested, I had the Gilgandra, Coonamble and Coonabarabran weeds officers treat the problem. It was treated once, controlled and it remains that way today.

Publicity was given to the outbreak being 13.9km from Warrumbungle national park at MVWAC and with the help of the Chairman in the WIN local news. While it is not the County doing the work, it is certainly being done.

While there is Hudson Pear still in this area the adjoining landholders and the block itself is regularly inspected by Carl Molloy and myself. The plants that remain are quite small.

Councillor Coe also stated the pear was probably carried there by County employees; I know this is not the fact as the infestation started in a local rubbish tip on the block and through previous lack of treatment became the mess it was when I started this job.

The amount of money the County has spent on this job is minimal for the results the staff has achieved in one thorough treatment. While I am happy to receive criticism on behalf of the staff and I when it can be seen that we have failed in our duty, I firmly believe that this is far from the truth in this case.

I attended the MVWAC meeting in Wellington where the LLS meeting on the following Thursday was the major topic, but CMCC was not invited for some obscure reason. I would have thought having 62,000sqm of the State in our area would have been reason enough but apparently not, thankfully Councillor Shinton was elected Chair so he will be able to provide more information in regards to this meeting.

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Four inspectors went to Gunnedah on the 8th February for two nights to inspect the river for Alligator Weed. They all came home certain they would be able to identify the weed if it were in any of our waterways, they were also highly regarded by those they worked with from reports I have received.

We were issued with our County uniforms in February and I have had no real complaints, we now look a lot more professional when we are present onsite at a property or when we are in a group.

Four Weeds Officers successfully completed their ChemCert Re-accreditation course at Coonamble in February and marked competent at the AQF-3 level. Each Officer is pleased to be provided with the training they need to carry out the job, although some found some of it difficult.

The second meeting of the Hudson Pear Taskforce was held at Lightning Ridge on the 9th March, discussed was the need for mapping of the infestation, Biological control - there is a new biotype for Hudson Pear and the need to allocate actions, deadlines and responsibility to each agency involved, the next meeting is to be held on 9th June 2016.

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ITEM 8.2 CASTLEREAGH MACQUARIE COUNTY COUNCIL

COONAMBLE NOXIOUS PLANT REPORT

FROM: 25.01.2016

TO: 25.03.2016

Seasonal Conditions: In the Coonamble Shire over the past two months we have seen some very hot and dry weather conditions.

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>21</u> 2. Area inspected: <u>14,940 hectares</u> 3. Area infested: <u>1,671 hectares</u> 4. Area treated: <u>236 hectares</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides Noogoora Burr Bathurst Burr Tiger Pear Blue Heliotrope	5. Area treated along roadsides: <u>5 hectares</u> 6. Number of locations inspected: <u>30</u> 7. Area inspected: <u>80 hectares</u> 8. Area infested: <u>5 hectares</u> 9. Area treated: <u>5 hectares</u>
1. Bi-monthly Plant usage Vehicle 1. kms at start of months <u>5,080 kms</u>	Vehicle 1. kms at end of months <u>11,000 kms</u>	Vehicle 1. kms travelled for 2 months <u>5,920 kms</u>

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ITEM 8.3 CASTLEREAGH MACQUARIE COUNTY COUNCIL

GILGANDRA NOXIOUS PLANT REPORT

FROM: 26.01.2016

TO: 25.03.2016

Seasonal Conditions: Some very hot dry days in February and March with some scattered storm activity.

Milestones	Activities Undertaken	Outcomes Achieved
2. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>23</u> 2. Area inspected: <u>929 hectares</u> 3. Area infested: <u>82 hectares</u> 4. Area treated: <u>65 hectares</u>
3. Control noxious weeds on council-controlled land	2. Treat roadsides for Pear Blue Heliotrope Silverleaf Nightshade Noogoora Burr Bathurst Burr Spiny Burr Harissia Cactus	5. Area treated along roadsides: <u>1,367 km</u> 6. Number of locations inspected: <u>25</u> 7. Area inspected: <u>3,995 km</u> 8. Area infested: <u>1,500 km</u> 9. Area treated: <u>1,367 km</u>
10. Bi-monthly Plant usage Vehicle 1. kms at start of months <u>141,150 kms</u> Vehicle 2. kms at start of months <u>101,400 kms</u>	Vehicle 1. kms at end of months <u>146,480 kms</u> Vehicle 2. kms at end of months <u>103,846 kms</u>	Vehicle 1. kms travelled for 2 months <u>5,330 kms</u> Vehicle 2. kms travelled for 2 months <u>2,446 kms</u>

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ITEM 8.4 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WALGETT NOXIOUS PLANT REPORT

FROM: February 2016

TO: March 2016

Seasonal Conditions: We saw heavy rainfall towards the end of January and since then the weather conditions have been very dry and windy.

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>15</u> 2. Area inspected: <u>65,2000 acres</u> 3. Area infested: <u>639 acres</u> 4. Area treated: <u>Nil</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for Noogoora Burr Prickly Pear	5. Area treated along roadsides: 6. Number of locations inspected: <u>15</u> 7. Area inspected: <u>200 acres</u> 8. Area infested: <u>50 acres</u> 9. Area treated: <u>50 acres</u>
10. Bi-monthly Plant usage Vehicle 1. kms at start of months <u>234, 294kms</u>	Vehicle 1. kms at end of months <u>239,894kms</u>	Vehicle 1. kms travelled for 2 months <u>5,600kms</u>

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ITEM 8.5 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WARREN NOXIOUS PLANT REPORT

FROM: February 2016

TO: March 2016

Seasonal Conditions: Conditions for February to March in the Warren Shire have remained dry in some areas. The isolated storms led to increased growth of Mimosa Bush in the Shire.

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property. Tree Pear	1. Carry out property inspections.	1. Number of properties inspected: 17 2. Area inspected: <u>30,000 hectares</u> 3. Area infested: <u>2,000 hectares</u> 4. Area treated: <u>2,000 hectares</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for	5. Area treated along roadsides: <u>20,000 kms</u> 6. Number of locations inspected: 7. Area inspected: 8. Area infested: 9. Area treated:
9. Bi-monthly Plant usage Vehicle 1. 6-8207 kms at start of months <u>285,630 kms</u> Vehicle 2. 6-8206 kms at start of months <u>120,296 kms</u>	Vehicle 1. Kms at end of months <u>289,709 kms</u> Vehicle 2. kms at end of months <u>123,420 kms</u>	Vehicle 1. Kms travelled for 2 months <u>4,079 kms</u> Vehicle 2. kms travelled for 2 months <u>3,124 kms</u>

ITEM 8.6 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WARRUMBUNGLE SHIRE NOXIOUS PLANT REPORT

FROM: February 2016

TO: March 2016

Seasonal Conditions The Warrumbungle Shire received 336 points of rainfall throughout the past two months however the surroundings are still very dry.

Milestones	Activities Undertaken	Outcomes Achieved
3. Control noxious weeds on private property.	2. Carry out property inspections.	1. Number of properties inspected: <u>27</u> 2. Area inspected: <u>12,459 hectares</u> 3. Area infested: <u>350 hectares</u> 4. Area treated: <u>50 hectares</u>
4. Control noxious weeds on council-controlled land	2. Treat roadsides for	5. Area treated along roadsides: <u>235 km</u> 6. Number of locations inspected: 7. Area inspected: <u>2,698 km</u> 8. Area infested: <u>235 km</u> 9. Area treated: <u>235 km</u>
5. Bi-monthly Plant usage Vehicle 1. kms at start of months <u>5,413 kms</u>	Vehicle 1. kms at end of months <u>14,058 kms</u>	Vehicle 1. kms travelled for 2 months <u>8,645 kms</u>