

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

CASTLEREAGH MACQUARIE COUNTY COUNCIL



BUSINESS PAPER

FOR THE ORDINARY MEETING OF COUNCIL
TO BE HELD AT THE GILGANDRA SHIRE COUNCIL CHAMBERS,
ON MONDAY 20 APRIL, 2015
COMMENCING AT 10:00 AM

77 Fox Street
(PO Box 664)
Walgett NSW 2832

Telephone: (02) 68286116
Fax: (02) 68281608
admin@walgett.nsw.gov.au

AGENDA - ORDINARY COUNCIL MEETING

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

Monday, 20th April 2015

1. WELCOME
2. APOLOGIES
3. DECLARATION OF INTERESTS
4. CONFIRMATION OF MINUTES for Meeting Held Monday 23rd March 2015
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 15 June 2015 at Warren
12. CLOSE

7. REPORT OF THE GENERAL MANAGER

Item 7.1	Reconciliation Certificate	Page 17
Item 7.2	Organisational Review Update.....	Page 18
Item 7.3	Quarterly Budget Review Statement as at 31 March 2015.....	Page 25
Item 7.4	Draft 2015/2016 Budget, Operational Plan and IP&R Documentation.....	Page 38
Item 7.5	Hosting of Weeds Action Program and RPO.....	Page 39
Item 7.6	Matters for Brief Mention or Information only	Page 41

8. REPORT OF THE SENIOR WEEDS OFFICER

Item 8.1	Senior Weeds Officer's Report.....	Page 45
Item 8.2	Coonamble Inspector's Report	Page 46
Item 8.3	Gilgandra Inspector's Report	Page 47
Item 8.4	Walgett Inspector's Report.....	Page 48
Item 8.5	Warren Inspector's Report.....	Page 49
Item 8.6	Warrumbungle Inspector's Report.....	Page 50

9. CONFIDENTIAL

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

Item 9.1	Property Inspections & Private Works Coonamble	Page 53
Item 9.2	Property Inspections & Private Works Gilgandra.....	Page 54
Item 9.3	Property Inspections & Private Works Walgett.....	Page 55
Item 9.4	Property Inspections & Private Works Warren.....	Page 56
Item 9.5	Property Inspections & Private Works Warrumbungle	Page 57
Item 9.6	Review of Workforce Strategy.....	Page 58

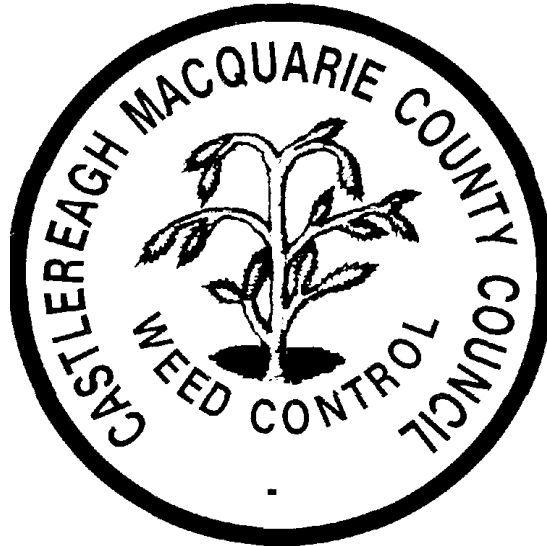
10. QUESTIONS WITHOUT NOTICE

11. CONFIRM DATE OF NEXT MEETING – MONDAY 15 June 2015 at Warren.

12. CLOSE OF MEETING

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

CASTLEREAGH MACQUARIE COUNTY COUNCIL



MINUTES

OF THE ORDINARY MEETING OF COUNCIL
HELD AT WALGETT SHIRE COUNCIL CHAMBERS ON MONDAY 23RD
MARCH, 2015

77 Fox Street
(PO Box 664)
Walgett NSW 2832

Telephone: (02) 68286116
Fax: (02) 68286108
admin@walgett.nsw.gov.au

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

DRAFT MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT THE WALGETT SHIRE COUNCIL CHAMBERS, WALGETT ON MONDAY 23 MARCH, 2015 COMMENCING AT 10:05 AM

1. **PRESENT:** N. Kinsey (Chairman), M. Coe (10.25 am), P. Shinton, A. Van Lubeck, D. Batten, I Woodcock, R. Greenaway and M. Webb,

Staff Members: Don Ramsland (General Manager) and John Unwin (Acting Senior Weeds Officer).

Visitors: Mr Ken Harrison (Consultant)

2. **APOLOGIES:** D. Schieb and G. Peart

03/15/1 Resolved:

That apologies from Clrs. D. Schieb and G. Peart be accepted and leave of absence be granted.

Moved: Clr Greenaway

Seconded: Clr Webb

Carried

3. **DECLARATION OF INTERESTS**

Nil

4. **CONFIRMATION OF MINUTES**

03/15/2 Resolved:

That the minutes of the Castlereagh Macquarie County Council meeting held at Coonamble on Wednesday 17 December, 2014 having been circulated, be confirmed as a true and accurate record of that meeting.

Moved: Clr Shinton

Seconded: Clr Van Lubeck

Carried

5. **CHAIRMAN'S REPORT**

The Chairman reported briefly on the success of the auction of Council's Coonamble Depot and surplus plant and equipment and also drew attention to the confidence he had that Council was now receiving well informed advice.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

Clr Kinsey apologised for being unable to attend the meeting of landholders at Coolah on 18 March, 2015 due to other commitments and mentioned the clarity of Council's Auditor's Report.

Clr Kinsey also highlighted the pending changes to the funding approach following the recent review of the Noxious Weeds legislation and stressed the need for Council to be vigilant in this area.

03/15/3 Resolved:

That the Chairman's report be received and noted.

Moved: Clr Kinsey

Seconded: Clr Woodcock

Carried

6. MATTERS ARISING

Comment was made that the missing seeder and crocodile had still not been located but the registered box trailers had all been accounted for.

The spray unit held by Warren Shire is to be written off this financial year.

Following the NSW Election, there will be a need to follow up a response to the LHPA future funding issue.

7. GENERAL MANAGER'S REPORT

Item 7.1 Bank Reconciliation as at 31 December, 2014, 31 January and 28 February, 2015

Recommendation: That the Bank Reconciliations as 31 December, 2014, 31 January and 28 February, 2015 be received and noted.

03/15/4 Resolved:

That the Bank Reconciliations as at 31 December, 2014, 31 January and 28 February, 2015 be received and noted.

Moved: Clr Van Lubeck

Seconded: Clr Webb

Carried

Item 7.2 Auction Sale of Coonamble Depot, Surplus Plant and Equipment

Recommendation: That General Manager's report be received and noted and Council execute the legal documents for the sale of the Coonamble Depot at 3 Buckley Street Coonamble under the Common Seal of Council and the boom spray be advertised for sale and/or on consignment.

03/15/5 Resolved:

That General Manager's report be received and noted and Council execute the legal documents for the sale of the Coonamble Depot at 3 Buckley Street Coonamble under the Common Seal of Council and the boom spray be advertised for sale and/or on consignment.

Moved: Clr Greenaway

Seconded: Clr Batten

Carried

Item 7.3 Organisational Restructure Report – Update March 2015

This report was held over until the confidential section of the meeting.

Item 7.4 Quarterly Budget Review Statement - Period Ended 28 February, 2015

Recommendation: That the Quarterly Budget Review statement for the period ended 28 February, 2015 be received and noted and the recommended variations to the revised budget as detailed in the attached statements be adopted.

03/15/6 Resolved:

That the Quarterly Budget Review Statement for the period ended 28 February, 2015, be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

Moved: Clr Coe

Seconded: Clr Greenaway

Carried

Item 7.5 Strategic/Risk Analysis – Hudson pear – Consultant's Report

At this point in the meeting Mr. Ken Harrison spoke to his report and fielded questions from Councillors in relation to his findings and recommendations.

Recommendation: That Board consider what action is appropriate for it to take and/or which recommendations it should support.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

03/15/7 Resolved:

That the Council implement all nineteen recommendations from the Harrison Report and also forward a letter of thanks to Mr Ken Harrison for his efforts and presentation of the Report's findings to Council

Moved: Clr Greenaway

Seconded: Clr Webb

Carried

Item 7.6 Re-establishment of Hudson Pear Task Force

Recommendation: That the Board note the intention to convene a Hudson pear Task Force meeting prior to the end of April, 2015.

03/15/8 Resolved:

That Council note the intention to convene a Hudson pear Task Force meeting prior to the end of April, 2015 and that a letter be forwarded to the various organisation/agencies involved to ensure that their respective delegates have the necessary delegated authority to commit their organisation/agencies to action relevant treatment/control measures.

Moved: Clr Shinton

Seconded: Clr Woodcock

Carried

03/15/9 Resolved:

That the General Manager write to the Coonamble Shire Council and advise of the presence of noxious weeds in the form of Hudson pear and Blue Heliotrope in the gravel pit at the 5 Ways and request care be exercised in the use of gravel from this pit.

Moved: Clr Batten

Seconded: Clr Shinton

Carried

Item 7.7 Local Government Reform Process – Impact on CMCC

Recommendation: That Council receive and note the General Manager’s Report

3/15/10 Resolved:

That Council receive and note the General Manager’s Report

Moved: Clr Batten

Seconded: Clr Shinton

Carried

Suspension of Standing Orders

At this point in the meeting Clrs Batten and Woodcock moved the suspension of standing orders to discuss the possibility of each council running its own weeds function.

Clr Batten raised the scale and capacity issue which is the focus of “Fit for the Future” local Government reform considerations. He raised chain of command issues and suggested the possibility that one council could take over the running of the weeds function under Section 355 removing many of the short comings of the County Council approach and at the same time improve the level of supervision.

Clr Coe commented that Section 355 committees primarily had an advisory function and still only made recommendations which had to be considered at a council level. He believed that a contract arrangement would be needed for this approach to work effectively.

At this point Clrs Batten and Coe moved the resumption of standing orders.

Item 7.8 Grant Funding

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

3/15/11 Resolved:

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

Moved: Clr Webb

Seconded: Clr Woodcock

Carried

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

Item 7.9 Depot Facilities

Recommendation: That Council note the intention for appropriate documentation to be prepared in respect of all Council's depot facilities with constituent councils.

03/15/12 Resolved:

That Council note the intention for appropriate documentation to be prepared in respect of all Council's depot facilities with constituent councils.

Moved: Clr Webb

Seconded: Clr Greenaway

Carried

Item 7.10 Meeting to Discuss Control of St John's Wort – Coolah – Wednesday 18 March, 2015

Recommendation: That a draft co-ordinated treatment and monitoring programme for St John's Wort in the Coolah District be prepared for consideration at Council April, 2015 meeting.

03/15/13 Resolved:

That a draft co-ordinated treatment and monitoring programme for St John's Wort in the Coolah District be prepared for consideration at Council's April, 2015 meeting.

Moved: Clr Shinton

Seconded: Clr Batten

Carried

Mr Harrison left the meeting at 11.55 am

8. ACTING SENIOR WEEDS OFFICER'S REPORT

8.1 Acting Senior Weeds Officer's Report

Recommendation: For Council's consideration.

03/15/14 Resolved:

That Council receive and note the acting Senior Weeds Officer's Report.

Moved: Clr Webb

Seconded: Clr Batten

Carried

8.2 Gilgandra Noxious Plant Report

Recommendation: That Council receive and note the Noxious Plant report for Gilgandra

03/15/15 Resolved:

That Council receive and confirm Noxious Plant report for Gilgandra.

Moved: Clr Webb

Seconded: Clr Greenaway

Carried

8.3 Warrumbungle Noxious Plant Report

Recommendation: That Council receive and note the Noxious Plant report for Warrumbungle

03/15/16 Resolved:

That Council receive and confirm Noxious Plant report for Warrumbungle.

Moved: Clr Webb

Seconded: Clr Greenaway

Carried

8.4 Coonamble Noxious Plant Report

Recommendation: That Council receive and note the Noxious Plant report for Coonamble.

03/15/17 Resolved:

That Council receive and confirm Noxious Plant report for Coonamble.

Moved: Clr Webb

Seconded: Clr Greenaway

Carried

8.5 Walgett Noxious Plant Report

Recommendation: That Council receive and note the Noxious Plant report for Walgett

03/15/18 Resolved:

That Council receive and confirm Noxious Plant report for Walgett

Moved: Clr Webb

Seconded: Clr Greenaway

Carried

8.6 Warren Noxious Plant Report

Recommendation: That Council receive and note the Noxious Plant report for Warren

03/15/19 Resolved:

That Council receive and confirm Noxious Plant report for Warren

Moved: Clr Webb

Seconded: Clr Greenaway

Carried

CONFIDENTIAL SESSION

1. Motion to move in to Confidential Session

03/15/20 Resolved:

That at 1.05 pm 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 Greenaway
Seconded: Clr Van Lubeck

Carried

2. Items 9.1 – 9.5 Acting Senior Weeds Officer’s Report:

Recommendation: That the Acting Senior Weeds Officer’s Written Report and Property Inspections Reports for each Council area be received and noted as a whole.

03/15/21 Recommendation:

That the Acting Chief Weeds Officer’s Written Report and Property Inspections Reports for each Council area be received and noted as a whole.

Moved: Clr Woodcock
Seconded: Clr Webb

Carried

9.6 Consideration of Information Request by NSW Office of Local Government and Warrumbungle Shire Council

Recommendation: That Council should provide a written explanation to the constituent councils and the OLG and also endeavour to fast track repayment of the advances.

03/15/22 Recommendation:

That Council Receive and note the General Manager’s report and provide a written explanation to all the constituent councils and the OLG and also endeavour to fast track repayment of the advances.

Moved: Clr Webb
Seconded: Clr Batten

Carried

7.3 Organisational Restructure Report – Update March, 2015.

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

03/15/23 Recommended:

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

Moved: Clr Greenaway

Seconded: Clr Woodcock

Carried

3. Motion to move out of Confidential Session

03/15/24 Resolved:

That at 1.47 pm Council move out of Confidential Session.

Moved: Clr Batten

Seconded: Clr Webb

Carried

4. Adoption of Committee Recommendations

03/15/25 Resolved:

That the following recommendation for the Confidential Committee be adopted:

That the Acting Chief Weeds Officer’s Written Report and Property Inspections Reports for each Council area be received and noted as a whole.

That Council Receive and note the General manager’s report and provide a written explanation to all the constituent councils and the OLG and also endeavour to fast track repayment of the advances.

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

Moved: Clr Webb

Seconded: Clr Woodcock

Carried

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

General Business

Nil.

NEXT MEETING

The next meeting was scheduled for Monday, 20 April, 2015 at Gilgandra.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 1.49 PM

To be confirmed as a true and accurate record at the Council Meeting held on 20 April 2014.

CHAIRMAN

GENERAL MANAGER

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilandra Council Chambers
On 20th April 2015

General Manager's Report

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

ITEM 7.1: Reconciliation Certificates 31 December 2014 & 31 January 2015

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

Reconciled Ledger Accounts for 31 December 2014 are as follows:

ITEM 1: RECONCILIATION CERTIFICATE 31 March 2015

Reconciled Ledger Accounts for 28 February 2015 are as follows:

Balance of Ledger – 1-1110

Balance 28/02/15	267,226.97
Plus Receipts	170,294.87
Less Payment	59,841.73
	<u>\$376,250.11</u>

Balance of Bank Accounts

Balance 31/03/2015 #28001484	\$377,680.11
Less: Outstanding Cheques Chq#6419 Landmark Gilgandra 26/03/15	\$1430.00
	<u>\$376,250.11</u>

Stores Balance 1-1400	31/03/15	\$38,100.05
Debtors Balance 1-1300	31/03/15	\$77,292.78

Debtors:

Brewarrina Shire Council	Invoice#812786	30/6/13	\$9,024.12
Noxious Weeds Advisory Committee	Invoice#812594	30/6/11	\$35,709.89
	Invoice#812595	30/6/11	\$3,638.77
North West Local Land Services	Invoice# 812805	1/12/14	\$27,500.00
Landmark – Gilgandra	Invoice# 812807	12/02/15	\$100.00

Recommendation:

The Statement of Bank Balances as 31 March 2015 be received & adopted.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

ITEM 7.2: Organisational Restructure report – UPDATE - April, 2015

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

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 it 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

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

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: Clr Batten
Seconded: Clr Shinton

Carried

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.

External applications for this position were invited in January, 2015 with a view to making a permanent appointment shortly.

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 is now acting in the Senior Weeds Officer's position and for the time being at least the position will be based at Coonabarabran. As a result, I have reconsidered the need to terminate one of the positions at Coonabarabran and am considering whether or not we will receive sufficient grant and private works funds in the near future to have three Weeds Officers sharing the work in both Warrumbungle and Gilgandra Shires. In February, 2015 the second operator at Coonabarabran resigned to operate a full time contract spraying operation.

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.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

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

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 has been 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 has 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 \$80,000 to be transferred to the ELE as at 30 June, 2014. Funding for ELE is 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.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

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 March, 2015 QBRS.

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

Relevant Reference Documents:

Council's Operational Plan and Budget for 2014/2015, November, 2014 QBRS and Long Term Financial Plan

Business Activity Strategic Plan Link:

The issues identified during the preparation of the 2014/2015 Operational Plan and Budget are linked back to Council's 2013/2017 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

The issues identified during the preparation of the 2014/2015 Operational Plan and Budget are linked back to Council's 2013/2017 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

The issues identified in 2013/2017 Council's Delivery Plan and Business Activity Strategy are directly linked to the 2014/2015 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.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

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

Recommendation:

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

Attachments:

Restructure Action Plan

CASTLEREAGH MACQUARIE COUNTY COUNCIL

ORGANISATIONAL RESTRUCTURE - ACTION PLAN

(Revised as at 2 April, 2015)

1. Re-determine 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 to be advertised with an appointment to be made in 2015 once the funding under WAP 1520 is known.

5. Establish a moratorium for re-employment – 30 May, 2014

No staff have requested re-deployment at this stage

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

- 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.
- 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.
- 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 are being 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 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 and 20 April, 2015.
- 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.
- 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.
- 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.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

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 Councilor 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 is being prepared for Council's meeting on Monday 20 April, 2015.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilandra Council Chambers
On 20th April 2015

ITEM 7.3 Quarterly Budget Review Statement Period Ended 31 March 2015

Summary:

An analysis of Council's actual income and expenditure to 31 March, 2015 has now been completed and a revised budget result forecast for the year ending 30 June, 2015, on present trends prepared showing the possible result if the corrective action resolved at Council's meeting on 6 March 2014 is taken in a timely manner.

These results are summarised as follows:

	Revised Budget Surplus/(Loss) \$	Revised Budget Surplus/(Loss) \$	Forecast Budget Surplus / (Loss)\$
Operating budget result	(56,461)	(14,787)	(71,248)
Capital Budget result	340,320		340,320

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 and delivery program.

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

The requirements include 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 (QBR) 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 estimated income and expenditure.

Current Position:

The Budget Review in the new format is attached. Provision has been made for both a functional item summary as well as a second document which breaks down the actual income and actual expenditure for the year into detailed line items and sets out the variations from the original budget in respect of the various line items. It is proposed to go over these variations in detail at the meeting.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

However in summary, and as a result of the carryover of redundancy payments from 2013/14, these variations reveal a revised net operating budget deficit for the period of \$71,248 after provision has been made for depreciation of \$20,000. On the positive side, we were able to forecast additional capital income of \$129,320 from the sale of surplus plant and equipment. There will be an adjustment between revenue and capital income to provide for the profit on sale of assets once the sale details have been finalised and this should eliminate to operating deficit in 2014/15.

This result is in line with the expectations voiced at the previous review following staff retrenchments and substantiates the need for constituent councils to be continually updated with the action being taken to a return to a surplus budget position

The major variations away from budget centre on redundancy payments to long serving staff insurance adjustments including provisions for motor vehicles, employment overheads (extended sick leave costing in the order of \$38,000), additional grant/private works income/expenditure for additional Hudson Pear control.

This QBRS sets out the recommended changes to the revised budget of (\$14,787) net. These 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.

The attached LTFP spread sheet verifies that despite the deficit budget in 2014/15 as a result of the carryover of the payment of redundancies which include a substantial amount of long service leave, Council's financial sustainability in the longer term will not be impacted adversely as the planned sales of buildings, plant and equipment are going ahead as planned.

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" initiative provides 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 of extended sick leave in the confidential section of the meeting as the additional payments are impacting on Council's bottom line.

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.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

Alternative Solutions/Options:

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

Conclusion:

Council current actions are aimed at rectifying a financial downturn that has been compounded by significant operating losses over the last seven years.

Quarterly Budget Review Statement – 31 March, 2015
<p>Recommendation:</p> <p>That the Quarterly Budget Review Statement the period ended 31 March, 2015 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 as at 31 March, 2015

Attachment C- Quarterly Budget Review Statement 31 March, 2015 – Operating Budget Summary

Attachment D - Revised Operating budget for 2014/15 and Ten Year Financial Plan as at 31 March, 2015

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

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

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Quarterly Budget Review Statement – 31 March, 2015.

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 31 March, 2015 indicates that Council's projected financial position as at 30 June, 2015 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 the resolution passed at Council's meeting on 6 March, 2014 in respect of an organisational restructure of staff and associated issues is implemented within the timelines determined or as duly amended.

Signed:



Date: 2 April, 2015

Don Ramsland - Responsible Accounting Officer – Castlereagh Macquarie County Council

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

Attachment B- Budget Review Statement 31.03.2015

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Quarterly Budget Review Statement – 31 March, 2015.

Recommended Changes to Revised Budget

	\$	\$
A. Revenue Income		
1. Plant Hire Income	9,699	
Total – Revenue Income Adjustments		9,699
B. Revenue Expenditure		
1. Commission Payable – auction sale		14,887
2. Additional Meeting Fees		8,135
3. Saving on annual leave		(2,800)
4. Additional expenditure – Council Roads		9,238
5. Additional Field day Expenses		1,236
6. Additional Depot Expenses		6,912
7. Plant Expenses		6,878
8. Depreciation Saving		(20,000)
Total –Revenue Expense Adjustments		24,486
Net Reduction to Operating Surplus		\$14,787
C. Capital Income Adjustments -		Nil
D. Capital Expenditure Adjustments		Nil
Total – Capital Adjustments		Nil

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Quarterly Budget Review Statement – 31 March, 2015.

Budget Review - Key Performance Indicators Statement

1. Unrestricted Current Ratio

At 1 July, 2014 this indicator stood at 2.13: 1 (est.) meaning that Council had \$2.13 of current assets to meet every dollar of current liabilities.

The organisational structure changes currently underway have improved the unsatisfactory situation which existed as at 30 June, 2013.

2. Debt Service Ratio

As a 1 July, 2014 this ratio wasn't applicable as Council had no borrowings.

The accounting treatment for the \$250,000 in advances the County has sourced from constituent councils will be corrected in the 2015/16 financial statements.

3. Building and Infrastructure Renewal Ratio

As a 1 July, 2014 this ratio was 0.00% as Council had made no provision for assets renewals

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilandra Council Chambers
On 20th April 2015

Budget Review - Contracts and Other Expense

Part A – Contracts Listing

Council has entered into a contract for a consultancy for the Hudson Pear Strategic/Risk Analysis in the sum of \$29,140

Part B – Consultancy and Legal Expenses

<u>Expense</u>	<u>Expenditure YTD</u>	<u>Budgeted</u>	<u>Y/N</u>
	\$		
Consultancies	Nil		No
Legal Fees	520		No

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

Attachment C- Quarterly Budget Review Statement 31 March, 2015 – Operating Budget Summary

CASTLEREAGH MACQUARIE COUNTY COUNCIL												
<u>Quarterly Budget Review Statement - 31 March, 2015</u>												
Operating Budget Summary												
	Original Budget	cwt/lwd	Adopted Changes 1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Revised Budget	YTD to 30/11/14	Remainder of Year	Projected for Year	Further Variations	Percentage to Date
OPERATING REVENUE												
Total - Administration	858,769		0	4,019	1,347	0	864,135	855,861	8,274	864,135	0	99
Total - Destruction of Weeds	0		0	0	0	0	0	0	0	0	0	0
Total - Private Works	0		40,000	56,485	486	0	96,971	36,971	60,000	96,971	0	38
Total - Other Income	57,000		0	33,000	36,422	0	126,422	96,121	40,000	136,121	9,699	71
Total Operating Revenue	915,769		40,000	93,504	38,255	0	1,087,528	988,953	108,274	1,097,227	9,699	90
OPERATING EXPENSES												
sub total - administration	86,122		2,590	207	1,750	0	90,669	63,984	41,572	105,556	14,887	61
sub total - insurance	36,539		10,565	11,440	0	0	58,544	57,315	1,229	58,544	0	98
sub total - governance	28,774		0	0	0	0	28,774	28,419	8,490	36,909	0	77
sub total - employee expenses	151,900		2,184	21,075	22,087	0	396,029	337,396	55,833	393,229	0	86
Total - Administration Expenses	303,335		2,184	34,230	23,257	0	574,016	487,114	107,124	594,238	20,222	82
Total - Destruction of Weeds	287,566		0	0	0	0	309,019	289,639	29,854	319,493	10,474	91
Total - Private Works	0		0	40,000	419	0	49,866	45,307	4,559	49,866	0	91
Total - Other Expenses	193,000		0	13	255	0	211,088	67,959	136,919	204,878	(6,210)	33
Total - Operating Expenses	783,901	2,184	74,243	233,191	50,470	0	1,143,989	890,019	278,456	1,168,475	24,486	76
NET OPERATING SURPLUS (DE	131,868	(2,184)	(34,243)	(139,687)	(12,215)	0	(56,461)	98,934	(170,182)	(71,248)	(14,787)	

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

Held at Gilandra Council Chambers

On 20th April 2015

CASTLEREAGH MACQUARIE COUNTY COUNCIL												
Quarterly Budget Review Statement - 31 March, 2015												
Capital Budget Summary												
	Original Budget	cfd/fwd	Adopted Changes To/dt				Revised Budget	YTD to 30/11/14	Remainde r of Year	Pr-ojected for Year	Further Variations	Percentag e To/dt
			1st Qtr	2nd Qtr	3rd Qtr	4th Qtr						
CAPITAL INCOME												
Total - Capital Income	335000	0	40000	0	129320	0	504320	0	504320	504320	0	
CAPITAL EXPENDITURE												
Total - Capital Expenditure	164,000	0	0	0	0	164,000	0	164,000	164,000	0	0	
NET CAPITAL SURPLUS (DEFICI	171,000	0	40000	0	129320	0	340,320	0	340,320	340,320	0	
ESTIMATED TOTAL BUDGET RESULT - 31 March, 2015												
Surplus/(Deficit) after Dep'n	302,868	(2,184)	5,757	(139,687)	117,105	0	283,859	98,934	170,138	269,072	(14,787)	
Add Dep'n included in above	40,000		0				40,000	0	40,000	40,000		
Surplus(Deficit) before Dep'n	342,868	(2,184)	5,757	-139687	117,105	0	323,859	98,934	210,138	309,072	(14,787)	

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

CASTLEREAGH MACQUARIE COUNTY COUNCIL												
Draft Quarterly Budget Review Statement - 31 March, 2015.												
Operating Budget												
	Original Budget	Adopted Changes					Revised Budget	YTD to 30/11/14	Remainder of Year	Projected for Year	Further Variations	Percentage to date
		c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr						
OPERATING REVENUE												
Administration												
DPI - MVWAC Grant	353,190			1,726			354,916	354,916		354,916	0	100
Weed Certificates	6,967						6,967	3,920	3,047	6,967	0	56
Constituent Council Cont	485,925						485,925	485,925	0	485,925	0	100
all councils addn cont							0		0	0	0	0
Interest on Investments	6,138						6,138	4,124	2,014	6,138	0	67
Property Insurance Rebate	1,817				734		2,551	2,551		2,551	0	100
Insurance Provision adjust	1,778						1,778		1,778	1,778	0	0
WHS Incentive Rebate	2,491						2,491	1,519	972	2,491	0	61
Workers Comp Incentive Payment				1,316			1,316	1,316	0	1,316	0	100
Motor vehicle Claims Exp Discount				977	613		1,590	1,590		1,590	0	100
Jury Duty	463						463		463	463	0	0
Administration Total	858,769			4,019	1,347		864,135	855,861	8,274	864,135	0	99
												0
Destruction of Weeds												
Con't from Constituent Councils							0		0	0	0	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
												0
Private Works												
Bre Shire - Private Works							0		0	0	0	0
Coonamble - Private Works			218				218	218		218	0	100
Warren - Private Works			6,182	386			6,568	6,568		6,568	0	100
Gilgandra - Private Works				100			100	100		100	0	
DLCW - 5 Ways							0		0	0	0	0
WLC (HP)				25,000			25,000	25,000		25,000	0	100
Walgett Shire - Hudson Pear				20,000			20,000		20,000	20,000	0	0
Western LLS (HP) S/R analysis			15,000				15,000		15,000	15,000	0	0
Western LLS (HP) Control Prgmes			25,000				25,000		25,000	25,000	0	0
NSW Trade and Invest - Hudson Pear				5,085			5,085	5,085		5,085	0	100
Sale of Parts etc							0		0	0	0	0
Private Works -Total			40,000	56,485	486		96,971	36,971	60,000	96,971	0	38
												0
Other Income												
Plant Income	57,000			33,000	36,422		126,422	96,121	40,000	136,121	9,699	71
Const Council Advances							0		0	0	0	0
Profit on sale of plant							0		0	0	0	0
Other Income -Total	57,000			33,000	36,422		126,422	96,121	40,000	136,121	9,699	71
												0
Total Operating Revenue	915,769		40,000	93,504	38,255		1,087,528	988,953	108,274	1,097,227	9,699	90

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

Held at Gilgandra Council Chambers

On 20th April 2015

	Original Budget	Adopted Changes Todate					Revised Budget	YTD to 30/11/14	Remainder of Year	Projected for Year	Further Variations	Percentage to date
		c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr						
OPERATING EXPENSES												
Administration												
Salaries												
General Manager's Salary	20,667					20,667	14,756	5,911	20,667	0	71	
Administrative Assistance			1,350			1,350	1,350		1,350	0	100	
Commission on auction sale						0	14,887		14,887	14,887	100	
Office Assistant						0		0	0	0	0	
admin support	25,000					25,000		25,000	25,000	0	0	
MVWAC - Meeting Expenses	750				583	1,333	1,333		1,333	0	100	
MVWAC - Weed Coord Cont	9,250				31	9,281	9,281		9,281	0	100	
IPR Costs	275					275		275	275	0	0	
Consulting Fees						0		0	0	0	0	
Travelling	2,000					2,000	1,206	794	2,000	0	60	
Audit Fees	7,000					7,000	6,000	1,000	7,000	0	86	
Advertising	2,000				500	2,500	2,188	312	2,500	0	88	
Printing & Stationary	2,000					2,000	1,205	795	2,000	0	60	
Postage & Freight	1,000					1,000	685	315	1,000	0	69	
Telephone	7,500					7,500	6,759	741	7,500	0	90	
Bank Charges	550					550	426	124	550	0	77	
Legal Expenses	0		520			520		520	520	0	0	
Sundry Expenses												
computer maintenance	400					400	264	136	400	0	66	
security services			706	207		913	516	397	913	0	57	
office cleaning						0		0	0	0	0	
sundry admin expenses	2,500					2,500	1,084	1,416	2,500	0	43	
web site costs	4,000					4,000	164	3,836	4,000	0	4	
Subscription - Shires Assoc	1,230		14		636	1,880	1,880		1,880	0	100	
sub total - administration	86,122		2,590	207	1750	90,669	63,984	41,572	105,556	14,887	61	
Administration - Insurances												
Fidelity Gaurantee	905		345			1,250	1,250		1,250	0	100	
Public Liability & Prof Indem	23,350		-159			23,191	23,191		23,191	0	100	
PL & PI - Excess	-					0		0	0	0	0	
Property Insurance	11,055		-635			10,420	10,420		10,420	0	100	
State Cover Capital Levy	1,229					1,229		1,229	1,229	0	0	
Motor Vehicle Liability				11440		11,440	11,440		11,440	0	100	
Personal Accident			1889			1,889	1,889		1,889	0	100	
Councillors' and Officers' Liability			9125			9,125	9,125		9,125	0	100	
sub total - insurance	36,539		10565	11440		58,544	57,315	1,229	58,544	0	98	
Elected Members Activities												
Chairperson's Allowance	5,469					5,469	3,363	2,106	5,469	0	61	
Councillors' Meeting Fees	16,865					16,865	20,000	5,000	25,000	8,135	80	
Councillors' Travelling	4,380				-400	3,980	2,863	1,117	3,980	0	72	
Councillors' Subsistence					400	400	208	192	400	0	52	
Delegates' Expenses	2,060					2,060	1,985	75	2,060	0	96	
"C" Division						0		0	0	0	0	
Insurance Members Accident						0		0	0	0	0	
sub total - governance	28,774				0	28,774	28,419	8,490	36,909	8,135	77	

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

Held at Gilandra Council Chambers

On 20th April 2015

	Original Budget	Adopted Changes Todate					Revised Budget	YTD to 30/11/14	Remainder of Year	Projected for Year	Further Variations	Percentage to date
		c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr						
Employee Overhead Expenses												
redundancy - termination pay	21,700	589		70642			92,931	89,830	3,101	92,931	0	97
redundancy - annual leave	3,500	630		20697			24,827	24,827		24,827	0	100
redundancy - long service leave	6,200	965		90311			97,476	97,476		97,476	0	100
Provision for ELE							0		0	0	0	0
Annual Leave	32,171			629			32,800	17,988	12,012	30,000	(2,800)	60
Long Service Leave	11,956			1144			13,100	11,681	1,419	13,100	0	89
Sick Leave	6,630		20,833	15537			43,000	37,351	5,649	43,000	0	87
Compassionate Leave			242				242	242		242	0	100
Union Picnic Day							0		0	0	0	0
Public Holidays NEI	13,258			3242			16,500	8,135	8,365	16,500	0	49
Jury Duty							0		0	0	0	0
Superannuation	31,885			18668			50,553	41,589	8,964	50,553	0	82
Pre -Tax Contributions							0		0	0	0	0
Post Tax Contributions							0		0	0	0	0
Workers Compensation	16,500						16,500	6,505	9,995	16,500	0	39
Staff Misc							0		0	0	0	0
Protective Clothing	600						600	311	289	600	0	52
Allowances Disability/Climatic	1,500						1,500	1,230	270	1,500	0	82
Staff Training	6,000						6,000	231	5,769	6,000	0	4
sub total - employee expenses	151,900	2,184	21,075	220870			396,029	337,396	55,833	393,229	(2,800)	86
Total - Administration Expenses	303,335	2,184	34,230	232517	1750	0	574,016	487,114	107,124	594,238	20,222	82
Destruction of Weeds												
MVWAC - Contribution							0		0	0	0	0
Property Inspections	80,000						80,000	60,146	19,854	80,000	0	75
Cost of Council Roads	207,316				14377		221,693	220,931	10,000	230,931	9,238	96
DLCW - 5 Ways							0			0	0	0
Fruit Fly Control							0		0	0	0	0
Contribs from Constituent Councils							0		0	0	0	0
Hudson Pear Walgett Shire							0		0	0	0	0
Mesquite Contol Program					2974		2,974	2,974		2,974	0	100
Parthenium Weed Control							0		0	0	0	0
Parkinsonia Weed Control							0		0	0	0	0
Promotions & Field Days	250				4102		4,352	5,588		5,588	1,236	100
Pasture Trials							0		0	0	0	0
Destruction of Weeds Total	287,566				21453		309,019	289,639	29,854	319,493	10,474	91
Private Works												
Bre Shire - Private Works							0		0	0	0	0
Sundry Private Works					6886		6,886	6,886		6,886	0	
WLC (HP) - 5 Ways				419	2561		2,980	2,980	0	2,980	0	100
Western CMA (HP)							0		0	0	0	0
Western LLS (HP) S/R Analysis			15,000				15,000	15,000		15,000	0	100
Western LLS (HP) Control Pgmes			25000				25,000	20,441	4,559	25,000	0	82
Agency Expenses							0		0	0	0	0
Cost for the Sale of Parts etc							0		0	0	0	0
Private Works -Total		0	40000	419	9447	0	49,866	45,307	4,559	49,866	0	91
Other Expenses												
Depot Expenses	5,000		13	255	2820		8,088	13,081	1,919	15,000	6,912	87
Plant Expenses	48,000				15000		63,000	54,878	15,000	69,878	6,878	79
Depreciation	40,000						40,000		20,000	20,000	(20,000)	0
Refund - Const Cnl Advances	100,000						100,000		100,000	100,000	0	0
Other Expenses -Total	193,000	0	13	255	17820	0	211,088	67,959	136,919	204,878	(6,210)	33
Total - Operating Expenses	783,901	2,184	74,243	233,191	48,720		1,143,989	890,019	278,456	1,168,475	24,486	76
NET OPERATING SURPLUS (DEF)	131,868	(2,184)	(34,243)	(139,687)	(10,465)		(56,461)	98,934	(170,182)	(71,248)	(14,787)	(139)
										(71,248)		

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

Attachment D - Revised Operating budget for 2014/15 and Ten Year Financial Plan as at 31 March, 2015

CASTLEREAGH MACQUARIE COUNTY COUNCIL												
SUMMARY - Revised OPERATING BUDGET FOR 2014/15 AND TEN YEAR FINANCIAL PLAN as at 31 March, 2015												
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
	actual	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate
	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	
REVENUE												
INCOME												
Administration - Total	839,461	864,135	881,037	901,301	922,031	943,238	964,932	987,126	1,009,830	1,033,056	1,056,816	
Destruction of Weeds - Total	30,000											
Private Works - Total	287,123	96,971										
Other Income - Total	401,245	136,121	129,330	132,304	135,347	138,460	141,645	144,903	148,235	151,645	155,133	
Revenue Income - Total	1,557,829	1,097,227	1,010,367	1,033,605	1,057,378	1,081,698	1,106,577	1,132,028	1,158,065	1,184,701	1,211,949	
EXPENDITURE												
Administration Costs - Total	104,425	105,556	88,976	91,201	93,493	95,856	98,292	100,803	103,392	106,060	108,810	
Insurance Costs - Total	35,475	58,544	60,300	62,109	63,972	65,892	67,868	69,904	72,001	74,162	74,162	
Governance Costs - Total	28,084	36,909	29,481	30,205	30,948	31,709	32,489	33,288	34,108	34,948	35,808	
Sub -Total - Employee Overheads	468,019	393,230	134,775	138,602	126,052	130,131	134,342	138,689	143,177	147,809	152,592	
On-cost Recovery												
Employee Overheads - Total	468,019	393,230	134,775	138,602	126,052	130,131	134,342	138,689	143,177	147,809	152,592	
Destruction of Weeds - Total	522,022	319,493	233,381	233,381	336,830	347,765	359,055	370,712	382,747	395,173	408,002	
Private Works -Total	255,587	49,866	49,866	49,866	49,866	49,866	49,866	49,866	49,866	49,866	49,866	
Other Expenses -Total	145,606	204,878	222,800	185,005	147,276	159,617	172,028	174,513	177,073	179,710	182,428	
Revenue Expenses - Total	1,559,218	1,168,476	819,578	728,259	848,438	880,836	913,941	937,776	962,363	987,727	1,011,668	
Net Operating Surplus/(Deficit) after Deprec	- 1,389	- 71,249	190,789	305,347	208,940	200,862	192,636	194,253	195,702	196,973	200,281	
CASTLEREAGH MACQUARIE COUNTY COUNCIL												
SUMMARY - Revised CAPITAL BUDGET FOR 2014/15 AND TEN YEAR FINANCIAL PLAN as at 31 March, 2015												
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
	actual	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate
	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	
CAPITAL												
Capital Income - Total	-	504,320	15,000	15,450	15,914	16,391	16,883	17,389	17,911	18,448	19,002	
Capital Expenditure - Total		164,000	83,007	85,073	92,199	89,388	91,640	98,959	96,345	98,802	106,330	
Net Capital Surplus/(Deficit)	-	340,320	- 68,007	- 69,623	- 76,286	- 72,997	- 74,758	- 81,570	- 78,435	- 80,354	- 87,329	
CASTLEREAGH MACQUARIE COUNTY COUNCIL												
SUMMARY - Revised TOTAL BUDGET FOR 2014/15 AND TEN YEAR FINANCIAL PLAN as at 31 March, 2015												
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
	actual	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate	estimate
	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	
TOTALS												
Total Income	1,557,829	1,601,547	1,010,367	1,033,605	1,057,378	1,081,698	1,106,577	1,132,028	1,158,065	1,184,701	1,211,949	
Total Expenditure	1,559,218	1,332,476	902,585	813,331	940,637	970,223	1,005,581	#####	1,058,709	1,086,529	1,117,998	
Net Total Surplus/(Deficit)	- 1,389	269,071	122,782	235,724	132,655	127,866	117,879	112,683	117,267	116,619	112,952	
RESERVES												
Retained	-197,000	- 198,389	70,682	193,464	429,188	561,843	689,709	807,587	920,270	1,037,538	1,154,157	1,267,109
ELE Reserve		80,000	90,000	100,000	110,000	120,000	130,000	140,000	150,000	160,000	160,000	
Plant Reserve		111,000	120,207	129,626	139,261	149,118	159,202	169,518	180,070	190,866	201,910	

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

ITEM 7.4: 2015/16 Budget and Operational plan and updated integrated planning and reporting documentation.

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER: 000/00/00/00

Summary:

To consider Council's draft 2015/16 Budget, Operational Plan and updated Integrated Planning and Reporting documentations prior to placing them on public exhibition.

This report will be circulated as a supplementary report early next week.

ITEM 7.5: Hosting of Weeds Action Plan 1520 and Regional Project officer

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER: 000/00/00/00

Summary:

To endorse action taken to lodge an expression of interest in hosting the 1520 Weeds Action Plan and the Regional Project Officer for two years.

Background:

The Macquarie Valley Weeds Advisory Committee (MVWAC) has recalled for Expressions of Interest to host the 1520 WAP and the Regional Project Officer.

Current Position:

After emailing Councillors seeking their advice with regards lodging an expression of interest and receiving support from all of those contacted, an EOI was lodged on 2 April, 2015.

A copy of the EOI will be tabled at the meeting.

Relevant Reference Documents:

Expression of interest documentation - MVWAC.

Business Activity Strategic Plan Link:

Council's 2013/2017 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

Council's 2013/2017 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

2013/2014 Operational Plan and Budget provisions

Stakeholders:

Castlereagh Macquarie County Council
Constituent Councils
County residents and ratepayers,
Local Land Services (North West, Western and Central West)

Governance Issues:

Standard tendering procedures will apply.

Environmental Issues:

None identified.

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

Financial Implications:

It would be appropriate for appropriate provision for financial considerations to be specifically addressed in any new legal documentation.

Legal Issues:

Appropriate legal agreements should be in place.

Alternatives/Options:

Do nothing

Conclusion:

The MVWAC Expression of Interest process affords Council the opportunity to compete with other local organisations to host the 1520 WAP and RPO.

CMCC – Future of Depot Facilities
<p>Recommendation:</p> <p>That Council endorse the General Manager’s action in lodging an expression of interest in hosting the 1520 WAP and RPO for an initial 2 year period.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Nil

ITEM 7.6: 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. Local Government Reform Update

Following the 2015 State Election and the appointment of a new Chief Executive Officer in the Office of Local Government, it appears to be a case of waiting for the dust to settle before gaining a clear picture of the re-elected Government's attitude to local government reform. In the intervening period it is intended to be able to gauge the CMCC's performance against the key bench mark criteria.

2. Western Weeds Action Programme.

A bid for the 1520 Weeds Action Plan has now been lodged through the Macquarie Valley Weeds Action Committee who is acting as co-ordinator for the Central Tablelands, Central West and Western Local Land Services. A summary of the CMCC five year funding bid will be tabled at the meeting.

3. New Website

Work has recommenced on the CMCC's new website and it is anticipated that it will be up and running during May, 2015.

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, 2015 meeting be received and noted.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Western Weeds Action Programme 1520

CASTLEREAGH MACQUARIE COUNTY COUNCIL
 Meeting of Council
 Held at Gilandra Council Chambers
 On 20th April 2015

Attachment – Western Weeds Action Programme 1520 Application



MACQUARIE VALLEY WEEDS ADVISORY COMMITTEE

CHAIRMAN Bryson Rees Tel: 02 6840 1757 Mob: 0417 293 251	SENIOR VICE CHAIRMAN Don Mackenzie Mobile: 0428225498	JUNIOR VICE CHAIRMAN Andrew Cosier Tel: 02 6840 1758 Fax: 02 6845 3481	SECRETARY Nyssa Smith Tel: 02 6390 7100 Fax: 02 6390 7160
--	--	--	---

EXPRESSIONS OF INTEREST FOR PERIOD 01 JULY 2015 TO 30 JUNE 2017:


1. HOSTING OF WEEDS ACTION PROGRAM (WAP1520)
2. FACILITATION OF REGIONAL PROJECT OFFICER EMPLOYMENT

ORGANISATION NAME: Castlereagh Macquarie County Council	
CONTACT PERSON NAME: Don Ramsland	
CONTACT NUMBER: 0458 200 158	DATE: 02.04.2015

LOCATION OF OFFICE FOR REGIONAL PROJECT OFFICER (RPO): TBA – Co-location with Government Agency in Orange		
ITEMS SUPPLIED FOR FACILITATION OF EMPLOYMENT OF RPO:		
<ul style="list-style-type: none"> • Computer (laptop) and Printer with Remote Access • Mobile Phone • Financial Reporting and Certification • Issuing and Paying of Invoices • Email and Website Access • Internet Access • I.T Services • Administrative Support and Office Accommodation • Records Management 		
WILL A VEHICLE BE PROVIDED FOR RPO TO ATTEND: - MEETINGS	<input checked="" type="radio"/>	N
-SEMINARS		
-CONFERENCES		
IS YOUR ORGANISATION ABLE TO PROVIDE SECRETARIAL SERVICES TO MACQUARIE VALLEY WEEDS ADVISORY COMMITTEE	<input checked="" type="radio"/>	N
COMPREHENSIVE INSURANCE COVER DETAILS Comprehensive Insurance Coverage including Workers Compensation and Professional indemnity.		
COST: A MAXIMUM UP TO 10% OF WAP1520 YEARLY FUNDING ALLOWED ANNUALLY		

mvwac@cabonne.nsw.gov.au
 www.westernweeds.org
 PO BOX 17 Molong 2866

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

COST: YOUR ORGANISATION	7.4%	OR
COST: A TOTAL SUM PER YEAR INCLUDING GST \$ See Above		
NAME: Don Ramsland		
SIGNATURE: 		
DATE: 02.04.2015		

Please return marked Confidential and attention to the Chairman; by 12midday
Thursday 02 April 2015.

POST: PO Box 17

MOLONG NSW 2866

EMAIL: mwwac@cabonne.nsw.gov.au

Section 2

Chief Weeds Officer's Report

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Gilgandra Council Chambers
On 20th April 2015

ITEM 8.1: Senior Weeds Officer's Report

March 2015

Since last county meeting don and I have spent most of one day working out the funding application for the next 5 years, that was certainly an education for me, unfortunately in the midst of doing this Northwest LLS rang to ask us to Split Walgett Shire off our application and submit a new one to NWLLS I don't know the result of this at the time of writing.

The Lands Dept. have asked to submit quotes on lands blocks at Merrygoen, the common at Mendooran and the fiveways, I have submitted quotes on all three.

Because of the dry most shires have been treating Pear species, Blue Heliotrope with Graslan and some summer burrs where there have been storms, blackberry has been treated in Warrumbungle Shire as they almost always grow where there is a moist spot or soak.

This concludes the County Report.

John Unwin

Acting Senior Weeds Officer

CASTLEREAGH MACQUARIE COUNTY COUNCIL
 Meeting of Council
 Held at Gilgandra Council Chambers
 On 20th April 2015

ITEM 8.2 CASTLEREAGH MACQUARIE COUNTY COUNCIL

COONAMBLE NOXIOUS PLANT REPORT

FROM: 25 January 2015 TO: 25 March 2015

Seasonal Conditions: Conditions in the Coonamble have been hot and dry with light falls of rain.

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>3</u> 2. Area inspected: <u>2090 hec</u> 3. Area infested: <u>75 hec</u> 4. Area treated: <u>42 hec</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides	5. Area treated along roadsides: <u>20 hec</u> 6. Map Infestation – record infestation on Council computer using Tracker. GPS areas where necessary. 7. Supply of spray equipment to landholders - Nil 400 litre Hardi spray equipment - Nil 5 litre hand-held spray – Nil

ITEM 8.3 CASTLEREAGH MACQUARIE COUNTY COUNCIL

GILGANDRA NOXIOUS PLANT REPORT

FROM: 26 January 2015 TO: 25 March 2015

Seasonal Conditions: The Gilgandra Shire has experienced some storms in parts of the Shire with strong warm winds keeping things dry.

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>18</u> 2. Area inspected: <u>696 ha</u> 3. Area infested: <u>27 ha</u> 4. Area treated: <u>12 ha</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for Blue Heliotrope Pear Mesquite Spiny Burr Noogoora Burr Bathurst Burr Johnson Grass Golden Dodder	5. Area treated along roadsides: <u>1,870 ha</u> 6. Map Infestation – record infestation on Council computer using Tracker. GPS areas where necessary. 7. Supply of spray equipment to landholders - Nil 400 litre Hardi spray equipment - Nil 5 litre hand-held spray – Nil

ITEM 8.4 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WALGETT NOXIOUS PLANT REPORT

FROM: February 2015 TO: March 2015

Seasonal Conditions: The Walgett Shire has been very dry with drought conditions and no rain.

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>6</u> 2. Area inspected: <u>67,200 acres</u> 3. Area infested: <u>1110 acres</u> 4. Area treated: <u>50 acres</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for Prickly Pear Mimosa	5. Area treated along roadsides: <u>1500 kms</u> 6. Map Infestation – record infestation on Council computer using Tracker. GPS areas where necessary. Nil 7. Supply of spray equipment to landholders 400 litre Hardi spray equipment - 1 5 litre hand-held spray – 1

ITEM 8.5 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WARREN NOXIOUS PLANT REPORT

FROM: February 2015 TO: March 2014

Seasonal Conditions: The Warren Shire is remaining dry in some areas. Carinda road and Collarenebri receiving the most rain from the isolated storms. It was brought to my attention by a local- a new infestation of Bushy Groundsel stock-route near Gobabla

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>20,000 ha</u> 3. Area infested: <u>21, 000 ha</u> 4. Area treated: <u>600 ha</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for Mesquite Bushy Groundsel Mimosa Bush Harrisia Cacti Common Pear Green Cestrum Boxthorn Bathurst Burr Noogoora Burr Tiger Pear Galvanised Burr Prickely Pear Spiny Burr	5. Area treated along roadsides: <u>11,000 ha</u> 6. Map Infestation – record infestation on Council computer using Tracker. GPS areas where necessary. 7. Supply of spray equipment to landholders: nil 400 litre Hardi spray equipment - Nil 5 litre hand-held spray – Nil

TEM 8.6 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WARRUMBUNGL E NOXIOUS PLANT REPORT

FROM: February 2015 TO: March 2015

Seasonal conditions: Since the last report 120 points of rain has fallen in the gauge at Binnaway, it is extremely dry with very little growing so inspections are few as most weeds will not take chemical.

Milestones	Activities undertaken	Outcomes achieved
1. Control noxious weeds on private property. 2. Control noxious weeds on council controlled land.	1. Carry out property inspections. 2. Treat roadsides.	1. Number of properties inspected: 3 2. Area inspected: 600ha 3. Area infested: 7ha 4. Area treated:ha 5. Area treated along roadsides: 1350ha 6. Map infestation – record infestation on Council computer using Tracker. GPS areas where necessary 7. Supply of spray equipment to landholders: nil