

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Coonabarabran Council Chambers
On 24th August 2015

CASTLEREAGH MACQUARIE COUNTY COUNCIL



BUSINESS PAPER

FOR THE ORDINARY MEETING OF COUNCIL
TO BE HELD AT THE COONABARABRAN COUNCIL CHAMBERS,
ON MONDAY 24 AUGUST, 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

Monday, 24th August 2015

1. WELCOME
2. APOLOGIES
3. DECLARATION OF INTERESTS
4. CONFIRMATION OF MINUTES for Meeting Held Monday 29 June 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
12. CLOSE

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10. QUESTIONS WITHOUT NOTICE

11. CONFIRM DATE OF NEXT MEETING – Monday 10th October 2015 at Coonamble

12. CLOSE OF MEETING

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

DRAFT MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT THE WARREN SHIRE COUNCIL CHAMBERS, WARREN ON MONDAY 29 JUNE, 2015 COMMENCING AT 10:00 AM

- 1. PRESENT:** Clrs. N. Kinsey (Chairman), M. Coe, P. Shinton (10.06am), A. Van Lubeck, D. Batten, I. Woodcock, D.Schieb, G. Peart and M. Webb,

Staff Members: Mr. Don Ramsland (General Manager).

Visitors: Nil.

- 2. APOLOGIES:** Clrs. R Greenaway, P Shinton (late arrival) and Mr. John Unwin (Acting Senior Weeds Officer).

06/15/1 Resolved:

That apologies from Clrs. R. Greenaway, P. Shinton and Mr. John Unwin (Senior Weeds Officer) be accepted and leave of absence be granted.

Moved: Clr. Webb

Seconded: Clr. Van Lubeck

Carried

3. DECLARATION OF INTERESTS

Nil

4. CONFIRMATION OF MINUTES

06/15/2 Resolved:

That the minutes of the Castlereagh Macquarie County Council meeting held at Gilgandra on Monday, 22 April, 2015 having been circulated, be confirmed as a true and accurate record of that meeting.

Moved: Clr. Batten

Seconded: Clr. Coe

Carried

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5. CHAIRMAN'S REPORT

The Chairman, Clr. Kinsey, reported that the Minister for Primary Industries, Hon. Niall Blair has been informed that his department owes Castlereagh Macquarie County Council (CMCC) funds for mesquite control a few years back and we have not received a reply as yet.

Clr. Kinsey also advised that he has had enquiries about how to control African Boxthorn since the recent rain. It would appear to him that now, where there is good moisture, CMCC should run a campaign through the local papers on the best ways to control Boxthorn.

Clr. Kinsey also commented that it was a good thing for the County to have increased its revenue for 2015/16 by 2.4% but alas, for an award increase a few weeks later saw the County's wage bill rise by 2.5%. Seeing that most of the County's costs are wages (77%) the increase didn't do what he had hoped it would.

Clr. Kinsey attended the Macquarie Valley Weeds Advisory Committee (MVWAC) meeting at Coolah in June where the subject of land owners not being able to afford the cost of weed control came up but was not resolved. Clr. Kinsey suggested that may be we, as a County, should debate the matter and take a proposal to the next meeting and get a coherent policy on the issue.

06/15/3 Resolved:

That the Chairman's report be received and noted.

Moved: Clr. Kinsey

Seconded: Clr. Van Lubeck

Carried

6. MATTERS ARISING

Property Inspection Flow Chart

Clr. Batten tabled a flow chart from the Central Murray County Council which could be used as a basis for addressing the weeds control cost issues raised earlier by Clr. Kinsey.

Staffing

The General Manager advised that interviews for the Weeds Officer vacancy at Warren would be held shortly. The position of Senior Weeds Officer would be advertised internally during July and the vacant position of Weeds Officer at Coonabarabran would be advertised externally at the same time.

7. GENERAL MANAGER'S REPORT

Item 7.1 Bank Reconciliation as at 30 April, 2015 and 31 May, 2015

Recommendation: That the Bank Reconciliations as 30 April, 2015 and 31 May, 2015 be received and noted.

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06/15/4 Resolved:

That the Bank Reconciliations as at 30 April, 2015 and 31 May, 2015 be received and noted.

Moved: Clr. Shinton

Seconded: Clr. Scieb

Carried

06/15/4 Resolved:

That the issue of any outstanding sundry debtors be listed for consideration in the August, 2015 agenda.

Moved: Clr. Batten

Seconded: Clr. Woodcock

Carried

Item 7.2 2015/16 Budget and Operational Plan and updated Planning and Reporting Documentation.

Recommendation: That Council formally adopt the draft 2015/16 Budget, Operational Plan and updated Integrated Planning and Reporting documentation following it being on public exhibition between 29 April, 2015 and 5 June, 2015 with no submissions being received.

06/15/6 Resolved:

That Council formally adopt the draft 2015/16 Budget, Operational Plan and updated Integrated Planning and Reporting documentation following it being on public exhibition between 29 April, 2015 and 5 June, 2015 with no submissions being received.

Moved: Clr Peart

Seconded: Clr Shinton

Carried

Item 7.3 Organisational Restructure Report – Update June, 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.

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06/15/7 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 and Council adhere to its original plan to repay constituent council advances over a three year period.

Moved: Clr. Webb

Seconded: Clr. Van Lubeck

Carried

Item 7.4 Quarterly Budget Review Statement - Period Ended 31 May, 2015

Recommendation: That the Quarterly Budget Review statement for the period ended 31 May, 2015 be received and noted and the recommended variations to the revised budget as detailed in the attached statements be adopted.

06/15/8 Resolved:

That the Quarterly Budget Review Statement for the period ended 31 May, 2015, be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

Moved: Clr Batten

Seconded: Clr Webb

Carried

Item 7.5 Matters for Brief Mention or Information Only

Recommendation: That the issues for brief mention or information only as detailed in the General Manager's report to the May, 2015 meeting be received and noted.

06/15/9 Resolved:

That the issues of Drought Funding and Local Government Reform as listed for brief mention or information only and detailed in the General Manager's report to the May, 2015 meeting be received and noted.

Moved: Clr. Webb

Seconded: Clr. Van Lubeck

Carried

8. ACTING SENIOR WEEDS OFFICER'S REPORT

8.1 Acting Senior Weeds Officer's Report

Recommendation: For Council's consideration.

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06/15/10 Resolved:

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

Moved: Clr. Peart
Seconded: Clr. Schieb

Carried

Clr. Lubeck left the meeting at 1.15 am

8.2 Gilgandra Noxious Plant Report

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

06/15/11 Resolved:

That Council receive and confirm Noxious Plant report for Gilgandra.

Moved: Clr. Shinton
Seconded: Clr. Coe

Carried

8.3 Warrumbungle Noxious Plant Report

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

06/15/12 Resolved:

That Council receive and confirm Noxious Plant report for Warrumbungle.

Moved: Clr. Shinton
Seconded: Clr. Coe

Carried

Clr. Lubeck returned to the meeting at 11.25 am

8.4 Coonamble Noxious Plant Report

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

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06/15/13 Resolved:

That Council receive and confirm Noxious Plant report for Coonamble.

Moved: Clr. Shinton

Seconded: Clr. Webb

Carried

8.5 Walgett Noxious Plant Report

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

06/15/14 Resolved:

That Council receive and confirm Noxious Plant report for Walgett

Moved: Clr. Shinton

Seconded: Clr. Coe

Carried

8.6 Warren Noxious Plant Report

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

06/15/15 Resolved:

That Council receive and confirm Noxious Plant report for Warren

Moved: Clr. Shinton

Seconded: Clr. Coe

Carried

CONFIDENTIAL SESSION

1. Motion to move in to Confidential Session

06/15/16 Resolved:

That at 11.20 am Council move into Confidential session and that the public be excluded from the meeting pursuant to Section 10A (2) (a) and (c) of the Local Government Act 1993 on the basis that the matters being considered are in relation to staff and/or commercial in confidence.

Moved: Clr. Coe

Seconded: Clr. Webb

Carried

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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.

06/15/17 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. Shinton

Seconded: Clr. Coe

Carried

3. Motion to move out of Confidential Session

06/15/18 Resolved:

That at 11.40 am Council move out of Confidential Session.

Moved: Clr. Shinton

Seconded: Clr. Coe

Carried

4. Adoption of Committee Recommendation

06/15/19 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.

Moved: Clr Batten

Seconded: Clr Webb

Carried

General Business

1. Procedure for enforcing weeds eradication on private property and recovering any costs involved

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06/15/20 Resolved:

That with guidance from LGNSW a report be prepared for the August, 2015 meeting detailing a draft procedure for enforcing weeds eradication on private property and recovering any costs involved, with a view to the draft procedure being referred for consideration the next meeting of the MVWAC.

Moved: Clr Batten

Seconded: Clr Peart

Carried

2. That a report be prepared for the August, 2015 meeting detailing the two varieties of mesquite and the preferred eradication methods for both.
3. That a report of what appears to be Tiger Pear on the Nulla Reserve be investigated.
4. That the “future funding” issue including the utilisation of funds be followed up with the new Minister for Primary Industries Hon Niall Blair MP.
5. That a report be prepared for the August meeting detailing the future direction with regards plant replacement and employees’ leave entitlements.

NEXT MEETING

The next meeting was scheduled for Monday, 17 August, 2015 at Coonabarabran.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 11.58 AM

To be confirmed as a true and accurate record at the Council Meeting held on 17 August, 2015.

CHAIRMAN

GENERAL MANAGER

General Manager's Report

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ITEM 7.1: RECONCILIATION CERTIFICATE 30 June & 31 July 2015

Reconciled Ledger Accounts for 30 June 2015 are as follows:

Balance of Ledger – 1-1110

Balance 31/5/15	481,003.30
Plus Receipts	15,186.31
Less Payment	58,544.28
	<u>\$437,645.33</u>

Balance of Bank Accounts

Balance 30/6/2015 #28001484	\$437,645.33
Less: Outstanding Cheques	
Chq 6437 19/6/15 MLC Masterkey Super	\$392.41
Chq 6438 19/6/15 LG Super	\$1638.00
Chq 6433 26/6/15 Telstra	\$77.39
EFT Payroll (Back dated) 30/6/15	\$10,097.48
EFT Payment (Back dated) 30/6/15	\$31,313.30
Chq 6440 30/6/15 Origin Energy (Back dated)	\$178.01
Chq 6441 30/6/15 Origin Energy (Back dated)	\$149.33
EFT Payment (Back dated) 30/6/15	\$2850.00
	<u>\$390,949.41</u>

Stores Balance 1-1400	31/06/15	\$44,754.45
Debtors Balance 1-1300	31/06/15	\$53,184.78

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
Walgett Shire Council	Invoice#812812	30/6/15	\$3,492.00

Recommendation:

The Statement of Bank Balances as 30 June 2015 be received & adopted.

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ITEM 7.1: RECONCILIATION CERTIFICATE 30 June & 31 July 2015

Reconciled Ledger Accounts for 31 July 2015 are as follows:

Balance of Ledger – 1-1110

Balance 30/6/15	390,949.41
Plus Receipts	4,095.65
Less Payment	59,879.93
	<u>\$335,165.13</u>

Balance of Bank Accounts

Balance 31/07/2015 #28001484	\$335,165.13
Less: Outstanding Cheques	
	<u>\$335,165.13</u>

Stores Balance 1-1400	31/07/15	\$44,754.45
Debtors Balance 1-1300	31/07/15	\$49,692.78

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

Recommendation:

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

ITEM 7.2: ORGANISATIONAL REVIEW UPDATE

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

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.

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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
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.

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.

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As indicated, following Mr Wade Thompson' resignation I have reconsidered the need to eliminate his position at Coonabarabran and have currently advertised that position externally. Provided we receive sufficient grant and private works funds during the current year it is proposed to have three Weeds Officers sharing the work in both Warrumbungle and Gilgandra Shires.

However, 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 correction of the accounting treatment of these advances will be 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

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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.

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 June, 2015 QBRS.

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

Relevant Reference Documents:

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

Business Activity Strategic 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

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

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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

Organisational Restructure Review
<p>Recommendation:</p> <p>1. 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.</p> <p>Moved: Seconded:</p>

Attachments: Restructure Action Plan

CASTLEREAGH MACQUARIE COUNTY COUNCIL

ORGANISATIONAL RESTRUCTURE - ACTION PLAN

(Revised as at 1 August, 2015)

- 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 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.

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- 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 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 and 29 June, 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.

An Operating Plan and Budget for 2015/16 was adopted in principle at Council’s meeting on 20 April, 2015 and adopted a 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 will be finalised early in September, 2015, audit undertaken during September, 2015 and planning is in place for the Auditor’s annual presentation to be made at the October, 2015 meeting.

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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 a formal announcement is yet to be made.

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.

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**ITEM 7.3 QUARTERLY BUDGET REVIEW STATEMENT – AS AT 30 JUNE,
2015**

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

This report's preparation has been delayed and it will be circulated later in the week.

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ITEM 7.4 REVIEW OF COUNCIL'S INSURANCES

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

Summary:

To endorse the action taken in reviewing and renewing Council insurances for the year ending 30 June, 2016.

Background:

In accordance with standard procedure, Council's various insurances were reviewed as at 30 June, 2015 and appropriate action taken to renew the existing policies and take out two new policies to ensure Council's interests were properly covered.

Current Position:

Council's Insurance Brokers, JLT Pty Ltd, have placed the following cover for the twelve months commencing 1 July, 2015.

Date	Ref No.	Class	Inception	Amount Due
01/07/2015	099-137441	Public Liability – Professional Indemnity	30/6/2014	\$26,122.80
01/07/2015	099-137568	Councillors and Officers Liability	30/6/2014	-\$306.91
01/07/2015	099-137571	Crime	30/6/2014	\$1,532.60
01/07/2015	099-137529	Motor Vehicle – Renewal	30/06/2014	\$7,943.65
01/07/2015	099-137464	Property Renewal	30/06/2014	\$5,918.00
01/07/2015	099-137528	Motor Vehicle – Credit Adjustment	30/6/2014	-\$1,841.49
01/07/2015	099-137463	Property	30/6/2014	\$2,772.00
01/07/2015		Personal Accident	30/6/2014	\$2,077.90
			Total	\$41,723.55

By using insurance brokers, Council is able to effect the most appropriate cover at the most economical rates.

Relevant Reference Documents:

Relevant insurance policies

Business Activity Strategic Plan Link:

Council's 2014/2018 Delivery Plan and Business Activity Strategy

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Delivery Plan Link:

Council's 2014/2018 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

2015/2016 Operational Plan and Budget provisions

Stakeholders:

Castlereagh Macquarie County Council
Constituent Councils

Governance Issues:

None identified

Environmental Issues:

None identified

Financial Implications:

The premiums for 2015/16 totalling \$41,723.55 are down by \$20,709.48 when compared with the 2014/15 premiums paid of \$62,433.03

Legal Issues:

None identified

Alternatives/Options:

Operate without appropriate insurance coverage

Conclusion:

That the action taken to review and renew Council's insurance policies be endorsed and appropriate adjustments made to Council's budget where required

Review of Council's Insurances
<p>Recommendation:</p> <p>That the action taken to renew Council's insurance policies for 2015/16 be endorsed and appropriate adjustment made to Council's budget where required.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Nil

ITEM 7.5 CMCC WORK HEALTH & SAFETY (WH&S) FOR 2015

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

Summary:

To endorse the action taken to participate in the Annual StateCover self-audit programme

Background:

StateCover provides an annual WHS self-audit to assist clients in assessing the structure and implementation of their WHS management system. The analysis of these results is presented in a report that includes:

- The areas of strength and weakness of your WHS management system and hazard management practices
- A comparison of your WHS performance against other Councils
- A comparison of your results against previous years
- Suggestions on ways to improve WHS areas that are scored below average
- A customised action plan template highlighting key areas for improvement.

These results enable Council to proactively address issues that can cause injuries, increase Council's operational costs and potentially expose individuals and Council to prosecution under WHS legislation.

Current Position:

Reducing the number of injuries in a Council can significantly decrease the Council's workers compensation premiums. It also provides indirect cost saving by eliminating the need for claims management and return to work activities, whilst increasing productivity and improving employee morale. In addition, Councils that successfully complete the self audit and subsequent audit verification are eligible for a StateCover rebate equal to 0.3% of payroll costs, up to a maximum of \$60,000.

Relevant Reference Documents:

2015 StateCover WHS Self-Audit Programme

Business Activity Strategic Plan Link:

Council's 2014/2018 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

Council's 2014/2018 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

2015/2016 Operational Plan and Budget provisions

Stakeholders:

Castlereagh Macquarie County Council
Constituent Councils

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Governance Issues:

The self-audit process provides an opportunity to also review various operational policies and procedures

Environmental Issues:

Consideration of environmental issues that affect employees can be reviewed as part of the process.

Financial Implications:

The financial rewards from improved WHS performance could run into many thousands of dollars by way of rebate

Legal Issues:

Councils are constantly exposed to legal action and fines through WHS breaches and this programme actively works to minimise such exposure through an education process.

Alternatives/Options:

Do nothing

Conclusion:

This report is prepared primarily for Council's information and comment

CMCC Work Health & Safety (WH&S) for 2015
<p>Recommendation:</p> <p>1. That the General Manager's report in respect of the StateCover self-audit process be received and noted.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Nil

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ITEM 7.6 ANNUAL FINANCIAL STATEMENTS 2014/2015

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

This report's preparation has been delayed and it will be circulated later in the week.

ITEM 7.7 REVIEW OF COUNCILLORS PAYMENT AND EXPENSES POLICY

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

Summary:

The purpose of this report is to enable Council to review the Policy for the Payment of Expenses and Provision of Facilities to Councillors.

Background:

Council is required to adopt a Policy for the Payment of Expenses and the Provision of Facilities to Councillors within five months after the end of each year, with a copy of the Policy to be forwarded to the Department of Local Government.

Current Position:

The existing Policy has been revised for Council's consideration, taking into account the existing policy, legislative requirements and the guidelines issued by the Department of Local Government.

Relevant Reference Documents:

Local Government Act 1993
WSC Policies Document
WSC Procedures Document

Governance Issues:

The adoption of a policy will contribute to the good governance of the organisation.

Environmental Issues:

Nil

Stakeholders:

Councillors

Financial Implications:

The monetary amounts in the policy were updated 12 months ago, and the current draft policy provides for an increase in the kilometres rates for private usage as per the Local Government (State) Award 2014.

Options/Alternatives:

Council is required to adopt a policy for the Payment of Expenses and the Provision of Facilities to Councillors; however the terms of the policy may be varied.

Conclusion:

The limits of expenditure were increased in 2014. Council should consider whether the suggested rates are equitable.

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Payment of Expenses and Provision of Facilities for Councillors

Recommendation:

1. That Council give notice of its intention to adopt the Draft Policy for the Payment of Expenses and Provision of Facilities to Councillors, in accordance with Section 253 of the Local Government Act.
2. Consider updating the various expenditure limits.
3. And that the Draft Payment of Expenses and Provision of Facilities for Councillors Policy then be placed on public exhibition and public submissions invited.

Moved:

Seconded:

Attachment:

Revised Payment Expenses and Provision of Facilities for Councillors Policy Draft—circulated under Attachment Document

ITEM 7.8 PESTICIDES USE NOTIFICATION PLAN REVIEW

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

Summary:

To review Council's Pesticide Use Notification Plan

Background:

Council's Pesticide Use Notification Plan was originally adopted on 21 August, 2007 and is now due for review.

Current Position:

The Pesticides Regulation 1995 was reviewed with effect from 20 April 2011 although only minor amendments were made.

Council has an obligation to maintain and comply with its pesticide notification plan as these plans provide a clear framework for the provision of information about Council's pesticide use in public places.

Clause 22 (2) of the 2009 Regulation requires a Council to place a copy of the latest version of its plan on its website and for the plan to also be available for inspection at the Council's main offices.

There are also a range of requirements Council must observe in relation to the use of pesticides in public places.

Relevant Reference Documents:

Pesticides Act 1999 and Regulations 2009

Stakeholders:

Council
Council Community

Governance issues:

As there are no substantial changes to the existing Pesticide Use Notification Plan, all that remains is for Council to place the update plan on public exhibition and invite public comment.

Environmental issues:

Council has an obligation to ensure the safe use of pesticides flowing from its own operational activities.

Financial Implications:

Nil

Legal Issues:

None identified

Alternative Solutions/Options:

Not applicable as Council must meet its regulatory obligations.

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Conclusion:

That having reviewed its Pesticides Use Notification Plan, Council now place the revised plan on public exhibition and invite public comment.

Review of Pesticides Use Notification Plan
<p>Recommendation:</p> <p>That Council adopt the revised Pesticides Use Notification Plan in principle and place it on public exhibition and invite public comment</p> <p>Moved: Seconded:</p>

Attachments:

Revised Pesticides Use Notification Plan – circulated under Attachment Document

ITEM 7.9 REVISION OF WORKFORCE PLAN AND SALARY SYSTEM

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

Summary:

To include the review of Council’s Salary System Policy with the current review of the Workforce Strategy 2015- 2019.

Background:

The Integrated Planning and Reporting legislation introduced in October, 2009 makes provision for County Councils to prepare a 10 year Business Activity Statement, a 10 year Long Term Financial Plan, a 10 year Asset Management Strategy and a 4 year Workforce Strategy. These documents are underpinned by a 4 year Delivery Programme, an annual Operational Plan and Budget and an Annual Report.

Current Position:

As part of Council’s annual budget preparations it is appropriate to review all the Integrated Planning and Reporting Documentation. The revised Workforce Strategy was tabled for Council’s consideration, adopted in principle and placed on public exhibition following Council’s April, 2015 meeting. The need to review Council’s Salary System Policy (which was adopted in 2009) was identified while the Workforce Strategy was on public exhibition. The latter policy is now being incorporated into the Workforce Strategy review

Relevant Reference Documents:

Revised Workforce Strategy 2015 – 2019

Business Activity Strategic Plan Link:

Council’s 2015/2019 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

Council’s 2015/2019 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

2015/2019 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)
Council staff

Governance Issues:

The review procedure is detailed in the IP&R legislation documentation.

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Environmental Issues:

None identified.

Financial Implications:

None identified.

Legal Issues:

None identified.

Alternatives/Options:

Not review IP&R documentation regularly.

Conclusion:

It is now appropriate for the Salary System Policy 2009 to be reviewed as part of the current of the revised Workforce Plan 2015 – 2019. It will be placed on public exhibition and comment invited.

Revision of Workforce Plan and Salary System
<p>Recommendation: That the Salary System Policy 2009 be reviewed as part of the current of the revised Workforce Plan 2015 – 2019 and be placed on public exhibition and comment invited.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Salary System Policy 2009 – circulated under Attachment Document

ITEM 7.10 DRAFT ENFORCEMENT POLICY

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

Summary:

To consider adopting a draft enforcement policy for non-compliance with inspection reports.

Background:

A Council's June, 2015, meeting a resolution was passed that a report and draft policy be prepared to allow Council to enforce weeds eradication on private property and recover any costs involved.

Current Position:

An existing policy was located and has now been amended to address our issues. That draft has been circulated with the agenda.

Provided Council is satisfied with the procedure outlined in the draft, appropriate action will be taken to introduce it in the County district

Relevant Reference Documents:

Draft enforcement policy

Stakeholders:

County landholders
CMCC
CMCC staff

Governance issues:

The provisions of the various weeds legislation is identified in the draft

Environmental issues:

Enforcement of weeds eradication should be made more effective when a definite procedure is in place.

Financial Implications:

Provision is being made to recover Council costs for weeds eradication.

Legal Issues:

None identified

Alternative Solutions/Options:

Do nothing
Consider other alternative approaches

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Conclusion:

The draft policy should address Council's ongoing concerns with weeds eradication and cost recovery.

Draft Enforcement Policy
<p>Recommendation:</p> <p>1. That Council consider adopting the Draft Enforcement Policy</p> <p>Moved: Seconded:</p>

Attachments:

Draft Enforcement Policy – circulated under Attachment Document

ITEM 7.11 PROPOSED CHANGES TO REPORTING PROCEDURES

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

Summary:

To consider proposed changes to reporting procedures to increase the transparency of Council's operations

Background:

A draft Enforcement Policy has been prepared for consideration at this meeting. As a result, it is considered timely to revise the format in which Weed Officers' reports are prepared for Council.

Current Position:

It is proposed to introduce three new report forms:

Form 1 will be a report for consideration in open Council that provides a bi-monthly summary of property inspection, roadside spraying and plant usage.

Form 2 will be a report for consideration in open Council that addresses the issues and information Council needs to provide in respect of its WAP1520 funding grants.

Form3 will be a report for consideration in closed session that provides a bi-monthly summary of property inspections, re-inspections and follow up action where required.

A works schedule for the full year's activities is also attached.

Relevant Reference Documents:

CMCC Form 1,2,3.

Stakeholders:

CMCC
Council Staff

Governance issues:

The new formats will make Council's reporting process easier and also provide greater transparency of Council's operations

Environmental issues:

Non identified

Financial Implications:

Any new stationery costs will be met from current budget allocations

Legal Issues:

None identified

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Alternative Solutions/Options:

Do nothing

Conclusion:

That Council consider the adoption of the three new forms detailed as part of its standard operating procedure.

Proposed Changes to Reporting Procedures
<p>Recommendation:</p> <p>1. That Council adopt the three new forms as part of its standard operating procedure.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Form 1 – CMCC Noxious Plant Report

Form 2 – CMCC Monthly Weed Officer’s Report

Form 3 – CMCC Property Inspection Form

CMCC Works Schedule

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Form 1 – CMCC Noxious Plant Report

CASTLEREAGH MACQUARIE COUNTY COUNCIL

.....**SHIRE NOXIOUS PLANT REPORT**

FROM:..... TO:.....

Seasonal Conditions:

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: 2. Area inspected: 3. Area infested: 4. Area treated:
2. Control noxious weeds on council-controlled land	2. Treat roadsides for	5. Area treated along roadsides: 6. Map Infestation – record infestation on Council computer using Tracker. GPS areas where necessary. 7. Supply of spray equipment to landholders 400 litre Hardi spray equipment – 5. litre hand-held spray –.....
3. Monthly Plant usage kms at start of month kms	 kms at end of month kms	 kms travelled for month kms

Form 2 – CMCC Monthly Weed Officer’s Report



Castlereagh Macquarie County Council

Monthly Weed Officer’s Report

Name:	Coonamble, Gilgandra, Walgett, Warren, Warrumbungle
Date:	

How many inspections have been undertaken in the last month?

	Kilometres	Sites	Weeds Found
High Risk Roadsides			
Travelling Stock Reserves			
High Risk Watercourses			
Rail corridors			
		Sites	
Nurseries			
Saleyards			
Pet shops			
	Hectares	Sites	
Council owned/managed sites			
Vacant crown land			
Private properties Inspected			
Reinspections of private properties			
Other high risk sites			

List any A and B Category Weeds treated over the last month

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Have you found any new weed incursions or unusual situations in the last month?

Have you controlled any "high risk" weeds in the last month? If yes, please list them?

Please tell us about any public awareness activities you have completed in the last month and may have planned for the next month. Also did you use the Macquarie Valley Weeds Display Trailer and are you able to utilize it in the future? .eg *Newspaper, TV, Radio, Field Days, Letterbox Drops*

**Any planned events will be advertised on www.cmcc.nsw.gov.au*

Training attended in the last month?

Other ideas that you would like to share? Eg innovation, different techniques

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CMCC Works Schedule

	WARRUMBUNGLE	Gilgandra	COONAMBLE	WARREN	WALGETT
January	Blackberry,Silverleaf Nightshade, Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blackberry,Silverleaf Nightshade, Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs
February	Blackberry,Silverleaf Nightshade, Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear, Serrated Tussock and Summer Burrs	Blackberry,Silverleaf Nightshade, Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs
March	Blackberry,Silverleaf Nightshade, Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear, Serrated Tussock and Summer Burrs	Blackberry,Silverleaf Nightshade, Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs
April	Blackberry,Silverleaf Nightshade, Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blackberry,Silverleaf Nightshade, Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs	Blue Heliotrope, Spiny Burr Grass, Johnson Grass, Prickly Pear and Summer Burrs
May	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required
June	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required
July	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required
August	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required	African Boxthorn, Green Cestrum, Blue heliotrope & Hudson Pear as required
September	Sweet Briar, Blue Heliotrope, Green Cestrum	Sweet Briar, Blue Heliotrope, Green Cestrum	,Blue Heliotrope, Green Cestrum, Prickly Pear & Hudson Pear	,Blue Heliotrope, Green Cestrum, Prickly Pear & Hudson Pear	,Blue Heliotrope, Green Cestrum, Prickly Pear & Hudson Pear
October	St. Johns Wort, Sweet Briar, Blue Heliotrope, Green Cestrum, Parthenium & Golden Dodder	St. Johns Wort, Sweet Briar, Blue Heliotrope, Green Cestrum, Parthenium & Golden Dodder	,Blue Heliotrope, Green Cestrum,Parthenium,Prickly Pear & Hudson Pear	,Blue Heliotrope, Green Cestrum,Parthenium,Prickly Pear & Hudson Pear	,Blue Heliotrope, Green Cestrum,Parthenium,Prickly Pear & Hudson Pear
November	St. Johns Wort, Sweet Briar, Blue Heliotrope, Green Cestrum, Parthenium & Golden Dodder	St. Johns Wort, Sweet Briar, Blue Heliotrope, Green Cestrum, Parthenium & Golden Dodder	,Blue Heliotrope,Parthenium,Prickly Pear & Hudson Pear	,Blue Heliotrope,Parthenium,Prickly Pear & Hudson Pear	,Blue Heliotrope,Parthenium,Prickly Pear & Hudson Pear
December	St. Johns Wort, Sweet Briar, Blue Heliotrope, Green Cestrum, Parthenium & Golden Dodder	St. Johns Wort, Sweet Briar, Blue Heliotrope, Green Cestrum, Parthenium & Golden Dodder	,Blue Heliotrope,Parthenium,Prickly Pear & Hudson Pear	,Blue Heliotrope,Parthenium,Prickly Pear & Hudson Pear	,Blue Heliotrope,Parthenium,Prickly Pear & Hudson Pear
	<p>Note Blue Heliotrope may be treated all year in all weather conditions provided Gaslan is used at the correct rate and not under trees Parthenium must be treated and reported whenever it is found. Some shires do not have all of the weeds listed; I have listed the most common weeds that are on the declaration for our County, the workforce should be used where there is a need to cover a weed more than once in a short period and the shire responsible is unable due to manpower to carry out the work e.g. St Johns Wort.</p>				

ITEM 8.1: Senior Weeds Officer's Report

**Section 2
Senior
Chief Weeds
Officer's
Report**

CASTLEREAGH MACQUARIE COUNTY COUNCIL
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June/July 2015

My apology for not attending the last County meeting, when I applied for leave I had expected our meeting mid-month.

Since the last report we have been busy with inspections and treatment of boxthorn with good results particularly in the Coonamble Shire, it has been my experience that if landholders actually have their properties inspected or receive an inspection notice in the mail they will with the exception of a few actually carry out the required work.

The LLS have been treating the reserves that have been inspected and are now sending a monthly report on what has been treated to Don at Walgett, they have used contractors for some jobs and I am told they don't always do the job as well as they should and they miss quite a bit at times. Once more when they were made aware of the problem they have carried out the required work, although I do have some concern with the routes rather than the reserves I am sure we can sort this out.

I have asked the inspectors to mention those landholders that have had a reinspection and have still not carried out the required work in the time allotted in their Shire report so that Councillors and the GM will be aware of and can take action if required, There is one landholder mentioned in the Warrumbungle Shire report.

There are two publication on the DPI web site which I would recommend to Councillors they give a good idea of what Councils and weed inspector can do and how we are required to carry out our duties under the act. The first is **Inspecting for Weeds** which I have given to each Inspector and **Noxious Weed Handbook for Councils & Councillors**.

This concludes my report

John Unwin

Acting Chief of Weeds Inspector

ITEM 8.2: Matters for Brief Mention Senior Weeds Officer

Mesquite Treatment Options

The county is restricted to mainly chemical treatment of both forms of Mesquite simply because we are mainly working on public land and it is mainly single plants or low density infestations, this applies to both tree and shrub forms of the plant.

On Private land the tree form could have a number of treatment regimes'. For heavy infestations chain pulling or dozing or a hot fire can be used followed by foliar spray (Grazon Extra plus uptake crop oil) on the regrowth.

On the shrub form blade ploughing or stick raking with a cutter bar can be used again followed by foliar spray on regrowth.

For chemical treatment of scattered or low density infestations, Basal Bark treatment with Access and diesel (costly with the price of diesel) or foliar spray with Grazon extra.

The four Chemical options are

- 1: Grazon Extra
- 2: Grazon DS
- 3: Access
- 4: Vigilant 11

ITEM 8.3 CASTLEREAGH MACQUARIE COUNTY COUNCIL

COONAMBLE NOXIOUS PLANT REPORT

FROM: 25 May 2015

TO: 27 July 2015

Seasonal Conditions: Cold and Wet

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>11</u> 2. Area inspected: <u>2808 hec</u> 3. Area infested: <u>1807 hec</u> 4. Area treated: <u>842 hec</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides	5. Area treated along roadsides: <u>10 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 8.4 CASTLEREAGH MACQUARIE COUNTY COUNCIL

GILGANDRA NOXIOUS PLANT REPORT

FROM: 26 May 2015

TO: 25 July 2015

Seasonal Conditions: Very wet, cold and frosty weather through the last 2 months

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>23</u> 2. Area inspected: <u>611 ha</u> 3. Area infested: <u>61 ha</u> 4. Area treated: <u>35ha</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for Pear Green Cestrum African Boxthorn	5. Area treated along roadsides: <u>900km</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 8.5 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WALGETT NOXIOUS PLANT REPORT

FROM: June 2015 TO: July 2015

Seasonal Conditions: Change in conditions, from dry to wet. Wettest 2 months in last 3years

Milestones	Activities Undertaken	Outcomes Achieved
4. Control noxious weeds on private property.	2. Carry out property inspections.	1. Number of properties inspected: <u>9</u> 2. Area inspected: <u>11,008 acres</u> 3. Area infested: <u>5101 acres</u> 4. Area treated: <u>5101 acres</u>
5. Control noxious weeds on council-controlled land	2. Treat roadsides for Prickly Pear Boxthorn	5. Area treated along roadsides: <u>1600</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 8.6 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WARREN NOXIOUS PLANT REPORT

FROM: June 2015 TO: July 2015

Seasonal Conditions: Good rain received in the Warren Shire with 69mm in June and as at 20th July 56mm had fallen with more rain forecast for the end of the week. It is ideal conditions for the growth of Boxthorn and Mimosa Bush.

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>18,800 ha</u> 3. Area infested: <u>2000 ha</u> 4. Area treated: <u>300 ha</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for Mimosa Bush Harrisia Cacti Common Pear Green Cestrum Boxthorn Galvanised Pear Tiger Pear Mothers of Millars	5. Area treated along roadsides: <u>1,000 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

After two inspections over 8 weeks, new action has been taken by Robert Wass of ‘Wallaroy’ Warren to control his boxthorns.

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TEM 8.7 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WARRUMBUNGL E NOXIOUS PLANT REPORT

FROM: April 2015 TO: May 2015

Seasonal conditions: Since the last report 390 points of rain has fallen in the gauge at Binnaway.

Milestones	Activities undertaken	Outcomes achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>14</u> 2. Area inspected: <u>20000 ha</u> 3. Area infested: <u>670 ha</u> 4. Area treated: <u>120ha</u>
2. Control noxious weeds on council controlled land.	2. Treat roadsides.	5. Area treated along roadsides: <u>700 ha</u>

Confidential Reports

CONFIDENTIAL COMMITTEE PROCEDURES

- 1. Need a resolution to proceed into Committee of the Whole to consider the matters listed on the General Manager's Report and any other matters for which a separate resolution has been carried this meeting.**
- 2. Need then a resolution to exclude the press and public from the Committee of the Whole meeting for the reasons stated in the motion of referrals.**
- 3. When in Committee formality re number of times a member can speak is relaxed and discussion can occur on an item before a motion is put to the Committee.**
- 4. When all items have been considered a resolution to resume open Council is required.**
- 5. Once Council has resumed into open Council a resolution is then required to adopt the recommendations from the Committee of the Whole.**

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ITEM 9.1: PROPERTY INSPECTIONS COONAMBLE

Date	Owner/Property	Weed	Area (Hectares)	Distance (Kilometres)
01.06.15	Walla	Tiger Pear	700	
19.06.15	Lot 12 BK Cambara	Boxthorn	40	
18.06.15	Quanmoona	Boxthorn	70	
24.06.15	The Orchard	Boxthorn	28	
13.07.15	Brenda	Boxthorn	500	
13.07.15	Lot 102 Dubbo Road	Boxthorn	80	
16.07.15	Geanmoney	Boxthorn	200	
20.07.15	Newlands	Boxthorn	900	
21.07.15	Wrawillkie	Boxthorn	200	
21.07.15	Canaan	Boxthorn	70	
21.07.15	Woodlands	Boxthorn	20	
25.05.15	Coonamble Roads	Boxthorn Tiger Pear		5,000kms
	LLS			
29.05.15	Reserve – Vatua	Common Pear	100	
29.05.15	Reserve – Glenalvyn	Common Pear	100	
29.05.15	Reserve – Kamar	Common Pear	200	
29.05.15	Reserve – Teridgereee	Common Pear	100	
		Total Area	500	
		Infested	40	
		Treated	40	

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ITEM 9.2: PROPERTY INSPECTIONS GILGANDRA

Date	Owner/Property	Weed	Area (Hectares)	Distance (Kilometres)
11.06.15	Ms D Stubbs - Glenore	African Boxthorn	15	
11.06.15	Mr J Finn – Spare Block	African Boxthorn	10	
11.06.15	Mr B Harvey – Velona	African Boxthorn	8	
11.06.15	Mr J Ohem – Mayfield	African Boxthorn	90	
22.06.15	Ms J Staggs – Linden	African Boxthorn	40	
22.06.15	Mr P Staggs – Sandy Creek	African Boxthorn	25	
23.06.15	Mr S Hutchinson – Murdill	African Boxthorn	60	
23.06.15	Mr D Cruickswank – Monalen	African Boxthorn	60	
02.07.15	Mr G Harris – Myrtlevale	African Boxthorn	70	
02.07.15	Mr D Gwyn – Seovester	African Boxthorn	50	
14.07.15	Mr T Foran – Kareelar	African Boxthorn	90	
14.07.15	Mr T Foran – Old Ashgrove	African Boxthorn	80	
14.07.15	Mr N Mudford – Spring Camp	African Boxthorn	20	
14.07.15	Mr N Mudford – Nianbah	African Boxthorn	85	
15.07.15	Mr D Stubbs – Glenvore	African Boxthorn	3	
15.07.15	Mr J Oeitm – Mayfield	African Boxthorn	8	
16.07.15	Ms J Staggs – Winden	African Boxthorn	2	
16.07.15	Mr P Staggs – Sandy Creek	African Boxthorn	1	
21.07.15	Mr C Bradley – New Armatree	African Boxthorn	70	
21.07.15	Mr R Aliman – North Armatree	African Boxthorn	60	
23.07.15	NSW State Forest – Curban Forest	African Boxthorn	15	
23.07.15	NSW State Forest – Derida Forest	African Boxthorn	7	
23.07.15	Mr A Thiele – Wattle Park	Green Cestrum	1	

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ITEM 9.3: PROPERTY INSPECTIONS WALGETT

Date	Owner/Property	Weed	Area (Acres)	Distance (Kilometres)
13.05.15	Peter Waterford – Lorne	Hudson Pear	4000	
04.06.15	Glengarry Miners Association – Glengarry	Hudson Pear	3000	
15.06.15	WSC – Inspection Bay Mungindi	Clean	2	
15.06.15	Fred Barlow – Burren Downs	Parkinsonia	4000	
25.06.15	WSC – 77 Dewhurst St Walgett	Boxthorn	¼	
25.06.15	WSC – 90 Dewhurst St Walgett	Boxthorn	¼	
25.06.15	WSC - 96 Wee Waa St Walgett	Boxthorn	¼	
25.06.15	WSC – Alex Trevallion Park Walgett	Clean	5	
13.07.15	WSC – Sale Yards Walgett	Boxthorn/ Mimosa	5	

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ITEM 9.4: PROPERTY INSPECTIONS WARREN

Date	Owner/Property	Weed	Area (Hectares)	Distance (Kilometres)
25.07.15	Robert Wass – Wallaray	Boxthorn		
25.07.15	Dominic Brennan - Nanyhere	Boxthorn		
25.07.15	M Kater – Belaringar	Boxthorn		
25.07.15	Central West LLS – Yanganbil Stock Route	Boxthorn		
25.07.15		Boxthorn		
25.07.15	Tony & Emma Rapala – Legden	Harrisa Cacti		
25.07.15	Paraway Pastral Co – Butter Bone	Boxthorn		
25.07.15	R Wass – Mount Foster	Boxthorn		
25.07.15	Central West LLS – Tabratong Stock Route	Tiger Pear		
25.07.15	Central West LLS – Tabratong Stock Route	Boxthorn		
25.07.15	Central West LLS – Blue Light Stock Route	Mimosa Bush		
25.07.15	Central West LLS – Pinoclump Stock Route	Tiger Pear		
25.07.15	Central West LLS – Tabratong Reserve	Boxthorn		
25.07.15	Central West LLS – Yangaribil Stock Route	Common Pear		
25.07.15	Central West LLS – Marthaguy Stock Route	Harrisa Cacti		

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ITEM 9.5: PROPERTY INSPECTIONS WARRUMBUNGLE

Date	Owner/Property	Weed	Area (Hectares)	Distance (Kilometres)
07.07.15	EG Knight – Yarrow	Boxthorn		
07.07.15	AM & CW Martin – Yarragrinn	Boxthorn	800	
07.07.15	Bevala Ulungra P/S – Bevala	Boxthorn	370	
07.07.15	Bevala Ulungra P/S – Ulungra	Boxthorn	1570	
07.07.15	CWLLS – Ulungra Springs	Boxthorn	40	
07.07.15	RH & BJ Danson – Pibbon	Boxthorn	1102	
08.07.15	Speedy Hill Past – Biamble	Boxthorn	2200	
08.07.15	Pastoral Properties – Caigan	Boxthorn	2650	
08.07.15	Pastoral Properties – Boogadah	Boxthorn	2050	
08.07.15	Burrgoen P/L – Burrgoen	Boxthorn		
14.07.15	Lambar Part – Cambewarra	Boxthorn		
14.07.15	AM & JC Whitney – Sherwood	Boxthorn	1000	
14.07.15	DeHudson Fam – McEvers Park	Boxthorn	5000	
21.07.15	James Bishop – Bando	Boxthorn	1329	

The principal of the property Bando has had many reports on the boxthorn problem, some in which I have recommended action be taken. He sometimes clears paddocks which he is about to crop but fails to do any control in pasture paddocks adjoining his neighbour's clear country.

ITEM 9.6 OUTSTANDING SUNDRY DEBTORS

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

Summary:

At Council’s June 2015 meeting it was resolved that I bring back a report to the August 2015 meeting detailing any long overdue sundry debtors.

Background:

Current Position:

There are two outstanding debtors that fit into this category;

1. NSW DPI - \$39,348.66

Details of the background to this Debtor are attached and are self explanatory.

On 6th August 2015, when meeting with the Minister for Primary Industries, Minister for Lands and Waters in Sydney, I took the opportunity to give him the attached letter and file details and requested he intervene and arrange for payment to be made.

If no response is received by the end of the month, it is intended to commence legal proceeding for recovery.

2. Brewarrina Shire Council -\$9,024.12

An amount of \$9,024.12 is outstanding in respect of a 2013 Sundry Debtor account which totalled \$23,024.12. A part payment of \$14,000 was paid in 2013 and the balance was to be paid when the further work was undertaken by CMCC Staff.

Changes of staff at Brewarrina resulted in there plans being changed and some of the work was undertaken by a contractor. I have been in touch with my counterpart at Brewarrina and he advises that he will fast track payment as soon as a detailed account is received. This is in hand and I expect the account will be paid by the end of the month.

Outstanding Sundry Debtors
<p>Recommendation:</p> <p>1. That the General Manager’s report be received and noted.</p> <p>Moved: Seconded:</p>

Attachments:

Letter (and file details) to the Minister for Primary Industries, Minister for Lands and Water – circulated under Attachment Document