

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Walgett Shire Council Chambers
On 12th December 2016

CASTLEREAGH MACQUARIE COUNTY COUNCIL



BUSINESS PAPER

**For the Ordinary Meeting of Council
to be held at the Gilgandra Shire Council Chambers,
On Monday 12 December 2016
Commencing at 10:00 am**

77 Fox Street
(PO Box 664)
Walgett NSW 2832

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AGENDA - ORDINARY COUNCIL MEETING

Monday, 12 December 2016

- 1. OATH OR AFFIRMATION FOR COUNCILLORS**
- 2. WELCOME**
- 3. APOLOGIES**
- 4. DECLARATION OF INTERESTS**
- 5. CONFIRMATION OF MINUTES for Meeting held Monday 10 October 2016**
- 6. MATTERS ARISING FROM MINUTES**
- 7. REPORT FROM CHAIRMAN**
- 8. REPORT OF THE GENERAL MANAGER**
- 9. REPORT OF THE SENIOR WEEDS OFFICER**
- 10. CONFIDENTIAL**
- 11. QUESTIONS FOR NEXT MEETING**
- 12. NEXT MEETING - Monday 20 February 2017 at Warren**
- 13. CLOSE**

8. REPORT OF THE GENERAL MANAGER

- | | | |
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| Item 8.1 | Reconciliation Certificate 31 October 2016 & 30 November 2016..... | page 14 |
| Item 8.2 | Quarterly Budget Review Statement as at 30 November 2016..... | page 18 |
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| Item 8.5 | Annual Report 2015/2016..... | page 26 |
| Item 8.6 | Matters for Brief Mention or Information Only..... | page 28 |
| | 8.6.1 – BIS Implementation Update | |
| | 8.6.2 – Disclosure of Interest Returns | |
| | 8.6.3 – Hudson Pear Taskforce Minutes | |
| | 8.6.4 – Review of Policies | |
| | 8.6.5 – Payment of Sick Leave | |
| | 8.6.6 – WAP Lead Agency Change | |

9. REPORT OF THE SENIOR WEEDS OFFICER

- | | | |
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10. CONFIDENTIAL

Item 10.1 Property Inspections & Private Works Gilgandra.....page 40

Item 10.2 Property Inspections & Private Works Warren.....page 43

Item 10.3 Property Inspections & Private Works Warrumbunglepage 46

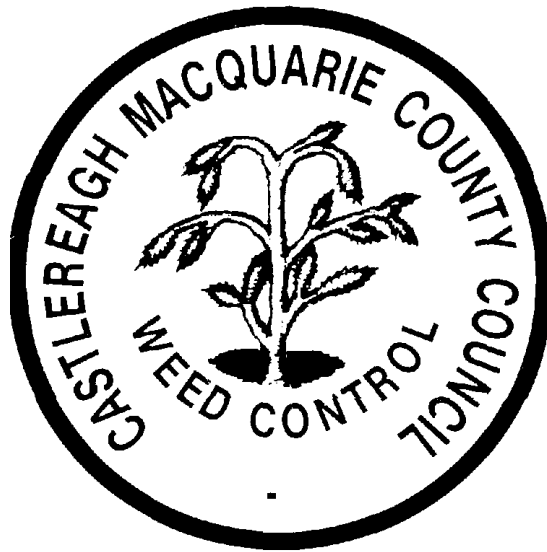
15. QUESTIONS FOR NEXT MEETING

16. CONFIRM DATE OF NEXT MEETING – Monday 20 February 2017 at Warren

17. CLOSE OF MEETING

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CASTLEREAGH MACQUARIE COUNTY COUNCIL



MINUTES

**Of the Ordinary Meeting of Council
held at Coonamble Shire Council Chambers on
Monday 10th October, 2016**

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CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

Held at Walgett Shire Council Chambers

On 12th December 2016

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY
COUNCIL HELD AT THE WALGETT COUNCIL CHAMBERS ON MONDAY 10
OCTOBER 2016 COMMENCING AT 10:15AM**

1. Record of affirmation or oath:

Ray Lewis oath at 10:15am 10 Oct 2016

Peter Shinton oath at 10:17am 10 Oct 2016

Andrew Brewer oath at 10:19am 10 Oct 2016

Ian Woodcock oath at 10:20am 10 Oct 2016

Manuel Martinez oath at 10:21am 10 Oct 2016

Michael Webb oath at 10:22am 10 Oct 2016

Greg Peart oath at 10:23am 10 Oct 2016

Doug Batten oath at 10:25am 10 Oct 2016

Mark Beach leave of absence 10 Oct 2016

Bill Fisher leave of absence 10 Oct 2016

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

Staff Members: D. Ramsland (General Manager), J. Unwin (Acting Chief Weeds Officer) and A. McCudden (Minute Secretary)

2. WELCOME: Don Ramsland welcomed all councillors and staff to the meeting and addressed key housekeeping items.

3. APOLOGIES: Ctr M. Beach and B. Fisher

10/16/1 Resolved:

That apologies from Ctr M. Beach and B. Fisher be accepted and leave of absence be granted.

Moved: Ctr Webb

Seconded: Ctr Brewer

Carried

4. ELECTION OF MEMBERS TO THE GOVERNING BODY

10/16/2 Resolved:

That the General Manager's report with regards to the election of members to the Castlereagh Macquarie County Council for the period 2016/2020 be received and noted and the members elected congratulated on their appointment and letters of appreciation be forwarded to former members who were unsuccessful at the 2016 quadrennial elections.

Moved: Ctr Shinton

Seconded: Ctr Batten

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CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

Carried

Election of Chairperson/Deputy Chairperson

The General Manager then assumed the Chair as Returning Officer to conduct the Chairperson Elections.

10/16/3 Resolved:

That Council adopt the ordinary ballot method for the election of the Chairperson and Deputy Chairperson.

Moved: Clr Batten

Seconded: Clr Shinton

Carried

Election of Chairperson for Ensuring One (1) Year

There being two nominations for the position of Chairperson, those of Clr D Batten and Clr P Shinton, the Returning Officer then conducted an election for the position by ordinary ballot. Following the counting of votes the Returning Officer declared the number of votes for Clr D Batten (6) and Clr P Shinton (2). Doug Batten was declared Chairperson for the ensuring term.

Election of Deputy Chairperson for Ensuring One (1) Year

There being only one nomination for the position of Deputy Chairperson, being Clr M Webb the Returning Officer declared Michael Webb as the Deputy Chairperson for the ensuring term.

10/16/4 Resolved:

That any ballot papers used in conjunction with the annual elections now be destroyed.

Moved: Clr Woodcock

Seconded: Clr Brewer

Carried

Clr Batten then assumed the Chair for the remainder of the meeting.

8. DECLARATIONS OF INTEREST- Nil

9. CONFIRMATION OF MINUTES

10/16/5 Resolved:

That the minutes of the Castlereagh Macquarie County Council meeting held at Coonamble on Monday 22 August, 2016, having been circulated, be confirmed as a true and accurate record of that meeting.

Moved: Clr Shinton

Seconded: Clr Webb

10th October 2016

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Carried

10. MATTERS ARISING FROM MINUTES – Nil

12. GENERAL MANAGER'S REPORT

Item 12.1 Review of Councillors Payment and Expenses Policy

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 252 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, Code of Conduct, Code of Meeting Practice and Councillor Access to Information and Interaction with Council Staff Policy then be placed on public exhibition and public submissions invited for a period of 28 (twenty-eight) days.

10/16/6 Resolved:

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 252 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, Code of Conduct, Code of Meeting Practice and Councillor Access to Information and Interaction with Council Staff Policy then be placed on public exhibition and public submissions invited for a period of 28 (twenty-eight) days.

Moved: Cllr Peart

Seconded: Cllr Martinez

Carried

Item 12.2 Payment of Councillors 2016/2017

Recommendation: That Council as a matter of policy resolve to adopt the minimum fees payable for "County Councils – Other" as set by the Local Government Remuneration Tribunal from time to time.

10/16/7 Resolved:

That Council as a matter of policy resolve to adopt the minimum fees payable for "County Councils – Other" as set by the Local Government Remuneration Tribunal from time to time.

Moved: Cllr Webb

Seconded: Cllr Woodcock

Carried

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Item 12.3 Review of Meeting Dates, Times and Order of Business

Recommendation:

1. That the schedule of Ordinary Council Meetings for 2017 be outlined as follows:

- Monday 10th October, 2016 - Walgett
- Monday 12th December, 2016 - Gilgandra
- Monday 20th February, 2017 - Warren
- Monday 17th April, 2017 - Coonabarabran
- Monday 19th June, 2017 - Coonamble
- Monday 21st August, 2017 - Walgett
- Monday 16th October, 2017 - Gilgandra

2. That the order of Business and the Business Paper Format be outlined as follows:

1. Welcome
2. Apologies
3. Declaration of Interests
4. Confirmation of Minutes of Previous Meeting
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. Motion of Confidential Report
11. Questions for Next Meeting
12. Next Meeting Venue/Date
13. Close

10/16/8 Resolved:

1. That the schedule of Ordinary Council Meetings for 2017 be outlined as follows:

- Monday 10th October, 2016 - Walgett
- Monday 12th December, 2016 - Gilgandra
- Monday 20th February, 2017 - Warren
- Monday 17th April, 2017 - Coonabarabran
- Monday 19th June, 2017 - Coonamble
- Monday 21st August, 2017 - Walgett
- Monday 16th October, 2017 - Gilgandra

2. That the order of Business and the Business Paper Format be outlined as follows:

1. Welcome
2. Apologies
3. Declaration of Interests
4. Confirmation of Minutes of Previous Meeting
5. Matters Arising from Minutes
6. Report from Chairman
7. Report of the General Manager
8. Reports of the Senior Weeds Officer

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9.	Confidential
10.	Motion of Confidential Report
11.	Questions for Next Meeting
12.	Next Meeting Venue/Date
13.	Close
Moved:	Clr Woodcock
Seconded:	Clr Brewer
Carried	

Item 12.4 Reconciliation Certificate 31 August & 30 September 2016.

Recommendation: That the Statement of Bank Balances as at 31 August and 30 September, 2016 be received and noted.

10/16/9 Resolved:

That the Bank Reconciliations as at 31 August and 30 September, 2016 be received and noted.

Moved: Clr Martinez
Seconded: Clr Lewis

Carried

Item 12.5 Quarterly Budget Review Statement – Period Ended 30 September, 2016

Recommendation: That the Quarterly Budget Review Statement for the period ended 30 September, 2016 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

10/16/10 Resolved:

That the Quarterly Budget Review Statement for the period ended 30 September, 2016 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

Moved: Clr Woodcock
Seconded: Clr Peart

Carried

Item 12.6. Organisational Review Update – October 2016

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

10/16/11 Resolved:

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

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Moved: Cllr Webb
Seconded: Cllr Shinton

Carried

Item 12.7 Matters for Brief Mention or Generally for Information Only

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

10/16/12 Resolved:

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

Moved: Cllr Webb
Seconded: Cllr Woodcock

Carried

13. ACTING SENIOR WEEDS OFFICER'S REPORT

Item 13.1 Acting Senior Weeds Officer's Report

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

10/16/13 Resolved:

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

Moved: Cllr Webb
Seconded: Cllr Woodcock

Carried

Item 13.2 Noxious Plant Reports

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

10/16/14 Resolved:

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

Moved: Cllr Webb
Seconded: Cllr Shinton

Carried

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CONFIDENTIAL SESSION

1. Motion to move in to Confidential Session

10/16/15 Resolved:

That at 11.41am 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: Cllr Peart
Seconded: Cllr Martinez

Carried

2. Property Inspections Report

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

10/16/16 Resolved:

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

Moved: Cllr Peart
Seconded: Cllr Webb

Carried

3. Motion to move out of Confidential Session

10/16/17 Resolved:

That at 11.45am Council move out of Confidential Session.

Moved: Cllr Webb
Seconded: Cllr Lewis

Carried

Adoption of Closed Section Reports

10/16/18 Resolved:

That Council adopt the recommendations of the Closed Committee Reports.

- Property Inspections Report

Moved: Cllr Webb
Seconded: Cllr Peart

Carried

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GENERAL BUSINESS

1. That Council arrange with Clr Brewer the opportunity to view a drone demonstration in regards to the spraying of noxious weeds in our local government area.

10/16/19 Resolved:

That Council write to the Local Member for Barwon Kevin Humphries outlining Councils concern of the lack of leadership and direction put forward by the Department Primary Industries and Local Land Services regarding the new NSW Biosecurity Act 2015.

Moved: Clr Lewis

Seconded: Clr Peart

Carried

NEXT MEETING

The next meeting is scheduled for Monday 12 December, 2016 at Gilgandra.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 12:00PM

To be confirmed as a true and accurate record at the Council Meeting to be held on Monday 12th December 2016.

CHAIRMAN

GENERAL MANAGER

General Manager's Report

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ITEM 8.1: RECONCILIATION CERTIFICATE 31 October 2016

Reconciled Ledger Accounts for 31 October 2016 are as follows:

Balance of Ledger – 1-1110

Balance 30/09/16	499,442.21
Plus Receipts	115,013.44
Less Payment	87,991.44
	<u>\$526,464.21</u>

Balance of Bank Accounts

Balance 31/10/16 #273228001484	\$526,464.21
Less: Outstanding Cheques	
Chq# 6546 Landmark 11/10/16	\$26,488.00
	<u>\$499,976.21</u>

Stores Balance 1-1410	31/10/16	\$35,562.40
Debtors Balance 1-1310	31/10/16	\$80,040.00
ELE Reserve Balance 1-1210	31/10/16	\$103,000.00
Plant Reserve 1-1220	31/10/16	\$9,000.00

Debtors:

Local Land Services	Invoice #812825	30/06/15	\$25,000.00
	Invoice #812826	30/06/15	\$15,000.00
Coonamble Shire Council	Invoice #8969	26/07/16	\$40.00
Walgett Shire Council	Invoice #8973	27/09/16	\$40,000.00
			<u>\$80,040.00</u>

Recommendation:

The Statement of Bank Balances as 31 October, 2016 be received & adopted.

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STORES INVENTORY REPORT

31 October 2016

<u>Item No:</u>	<u>Description</u>	<u>Unit Price</u>	<u>Stock</u>	<u>Total Value</u>
1032	Access	\$400.00 (5L)	2	\$800.00
2020	Regain 200	\$300.00 (20kg)	0	\$0.00
2085	Grazon Extra	\$590.00 (20L)	7	\$4,130.00
2085	<i>Grazon Extra</i>	<i>\$585.00 (20L)</i>	40	<i>\$23,400.00</i>
2895	Round-Up Extra	\$154.80 (20L)	38	\$5,882.40
3225	Spray Dye	\$160.00 (5L)	3	\$480.00
3530	Uptake Oil	\$130.00 (20L)	3	\$390.00
3710	Genwet 1000	\$120.00 (20L)	4	\$480.00
<u>TOTAL VALUE</u>				\$35,562.40

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ITEM 8.1 RECONCILIATION CERTIFICATE 30 November 2016

Reconciled Ledger Accounts for 30 November 2016 are as follows:

Balance of Ledger – 1-1110

Balance 31/10/16	526,464.21
Plus Receipts	1,073.35
Less Payment	90,041.94
	<u>\$437,495.62</u>

Balance of Bank Accounts

Balance 30/11/2016 #273228001484	\$437,495.62
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Less: Outstanding Cheques

NIL

\$437,495.62

Stores Balance 1-1410	30/11/16	\$31,422.80
Debtors Balance 1-1310	30/11/16	\$310,824.05
ELE Reserve Balance 1-1210	30/11/16	\$103,000.00
Plant Reserve 1-1220	30/11/16	\$9,000.00

Debtors:

Local Land Services	Invoice #812825	30/06/15	\$25,000.00
	Invoice #812826	30/06/15	\$15,000.00
Karren Foran	Invoice #8975	23/11/16	\$560.00
R Williams	Invoice #8976	23/11/16	\$426.50
Landmark – Gilgandra	Invoice #8977	23/11/16	\$100.00
Orange City Council	Invoice #8978	28/11/16	\$268,879.55
M Wilson	Invoice #8979	29/11/16	\$396.00
Walgett Shire Council	Invoice #8980	29/11/16	\$462.00

\$310,824.05

Recommendation:

The Statement of Bank Balances as 30 November, 2016 be received & adopted.

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CASTLEREAGH MACQUARIE COUNTY COUNCIL

STORES INVENTORY REPORT

30 November 2016

<u>Item No:</u>	<u>Description</u>	<u>Unit Price</u>	<u>Stock</u>	<u>Total Value</u>
1032	Access	\$400.00 (5L)	1	\$400.00
2020	Regain 200	\$300.00 (20kg)	0	\$0.00
2085	Grazon Extra	\$590.00 (20L)	2	\$1,180.00
2085	<i>Grazon Extra</i>	<i>\$585.00 (20L)</i>	40	<i>\$23,400.00</i>
2895	Round-Up Extra	\$154.80 (20L)	36	\$5,572.80
3225	Spray Dye	\$160.00 (5L)	0	\$0.00
3530	Uptake Oil	\$130.00 (20L)	3	\$390.00
3710	Genwet 1000	\$120.00 (20L)	4	\$480.00
<u>TOTAL VALUE</u>				\$31,422.80

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**ITEM 8.2: QUARTERLY BUDGET REVIEW STATEMENT AS AT 30 NOVEMBER
2016**

REPORTING SECTION: Castlereagh Macquarie County Council

AUTHOR: Don Ramsland – General Manager

FILE NUMBER: 09/47-03

This report will be tabled at the meeting as a supplementary report due to the earlier timing of the meeting.

ITEM 8.3 ORGANISATIONAL REVIEW UPDATE – DECEMBER 2016

REPORTING SECTION: Castlereagh Macquarie County Council
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/47-03

Summary:

To review the Organisational Action Plan.

Background:

In March, 2014 Council adopted a twelve point plan as part of the proposed organisational restructure of the County Council.

With the close of the 2015/16 financial year all but two of those measures had been completed, the outstanding issues being the finalisation of the appointment of the Senior Weeds Officer and the repayment of the last \$10,000 instalments in respect of the advances made by our constituent Councils to fund the restructure.

Current Position:

As part of the Integrated Planning and Reporting legislation Council should be looking at the outcomes achieved from its Business Activity Statement and supporting legislation. Of paramount importance is the need to be proactive in the local government reform process and, in particular preparing a submission in respect of the joint organisation concept.

It is also a requirement that all the elements of the IP&R supporting legislation be reviewed within twelve months of the September quadrennial elections and to ensure they address the requirements of the Biosecurity Act 2015.

During August, 2016 Council commenced implementing WeedMap Pro, a Biosecurity Information System (BIS) which is a requirement of the Department of Primary Industries recently introduced to comply with the new Biosecurity Act 2015. This data is essential for planning at a regional, state and national scale. Training for staff commenced in October.

At its meeting on 27 June, 2016 Council adopted a 30 point Organisational Action Plan for 2016/17. It is planned to update and implement progressively throughout the year and to also review at each meeting.

This report to the December, 2016 meeting is the third of these reviews and progress in respect of the following elements has now been identified:

December

1. Auditor's presentation to December, 2016 meeting and annual statements tabled for adoption – arrangements in place for presentation to December meeting
2. Re-negotiate property leases with constituent councils where appropriate – renegotiations commenced

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3. Conduct both WH&S and Award Consultative Committee meetings – meetings planned for early January
4. Provide the secretariat for the Hudson Pear Taskforce – ongoing commitments for three/four meetings per annum
5. Run a series of weeds eradication programmes based on seasonal conditions – planning commenced
6. Improve communication with state agencies and other stakeholders – report being prepared for February, 2017 meeting.
7. Prepare Quarterly Budget Review Statements – report prepared for period 30 November, 2016 and listed for consideration at December Meeting.
8. John Unwin appointed to the position of Senior Weeds Officer.

Any Councillors' queries can be discussed at the meeting.

Relevant Reference Documents:

Council's Operational Plan and Budget for 2016/2017, August, 2016/17 QBRs statements and Long Term Financial Plan

Business Activity Strategic Plan Link:

The issues identified during the preparation of the 2016/2017 Operational Plan and Budget are linked back to Council's 2016/2020 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

The issues identified during the preparation of the 2016/2017 Operational Plan and Budget are linked back to Council's 2016/2020 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

The issues identified in 2016/2020 Council's Delivery Plan and Business Activity Strategy are directly linked to the 2016/2017 Operational Plan and Budget provisions.

Stakeholders:

Castlereagh Macquarie County Council

Council Staff

Constituent Councils

Local residents and landholders

Governance Issues:

The aim of this report is to acquaint Councillors with the progress being made in respect of the many and varied tasks that need to be addressed over the next twelve months. As necessary, over the next twelve months, additional items may be added to the action plan.

Environmental Issues:

Not applicable

Financial Implications:

Maintaining both Council's financial viability and ongoing sustainability into the future are essential elements. The bleak financial future Council was facing two years ago has been

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turned around to one where a ten year financial plan indicates an increasing level of available funds and at the same time sees due provision being made for future liabilities such as ELE and Plant Replacement.

Legal Issues:

Council will need to be mindful of any changes in local government legislation that may have serious impacts into the future.

Alternatives/Options:

Not to be aware of ongoing issues or plan for the future

Conclusion:

As discussed previously, it is to Council's credit that it has been prepared to take the tough decisions to address its recent financial dilemma and turn the financial situation around.

However, as well as routine operational requirements, there are other issues outside Council's control including the functioning Local Land Services, the review of noxious weed management and more recently the NSW Office of Local Government's discussion paper in respect of Joint Organisations that have now come into play. This report notes the success and progress made in relation to the new Organisational Action Plan

Organisational Review Update – December 2016

Recommendation:

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

Moved:

Seconded:

Attachments:

Organisational Action Plan



**CASTLEREAGH MACQUARIE COUNTY COUNCIL
ORGANISATIONAL ACTION PLAN**

August

1. Be proactive in the local government reform process by preparing a submission in respect of the joint organisation concept. - ongoing
2. Finalise annual statements of account for 2015/16 - completed
3. Review and update its WH&S policies and procedures - completed
4. Review and negotiate Council's Insurances - completed
5. Update Local Control Plans – Class 4 Weeds -completed
6. Prepare 2015/16 WAP 1520 return - completed
7. Prepare Quarterly Budget Review Statements - completed

October

8. Report on the outcomes achieved through the Integrated Planning and Reporting legislation Council from its Business Activity Strategy and supporting legislation.
9. All the elements of the IP&R supporting legislation be reviewed within twelve months of the September quadrennial elections and ensure they address the requirements of the Biosecurity Act 2015.
10. Review Councillors' remuneration
11. Review its salary system, work practices and costing documentation
12. Update all policies and procedures
13. Prepare Quarterly Budget Review Statements

December

14. Auditor's presentation to December, 2016 and annual statements table for adoption
15. Re-negotiate property leases with constituent councils where appropriate
16. Conduct both WH&S and Award Consultative Committee meetings
17. Provide the secretariat for the Hudson pear Task Force
18. Run a series of weeds eradication programmes based on seasonal conditions
19. Improve communication with state agencies and other stakeholders
20. Prepare Quarterly Budget Review Statements
21. Appointment of Senior Weeds Officer – John Unwin appointed.

February

22. Monitor insurance cover and ensure all risks are reasonably addressed
23. Provide regular feed back to constituent councils through the distribution of agendas and minutes
24. Maintain an up to date website and records system
25. Prepare Quarterly Budget Review Statements

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26. Research grant fund opportunities

April

- 27. Prepare Quarterly Budget Review Statements
- 28. Provide regular feed back to constituent councils through the distribution of agendas and minutes
- 29. Prepare Draft Budget for 2017/18 and supporting documentation
- 30. Advertise estimates

June

- 31. Prepare Draft Budget for 2017/18 and supporting documentation
- 32. Community consultation
- 33. Commence annual statement preparation
- 34. Review ELE reserves

ITEM 8.4 ANNUAL FINANCIAL STATEMENTS 2015/16 AND AUDITORS REPORT

REPORTING SECTION: Castlereagh Macquarie County Council
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/47-03

Summary:

To further consider the 2015/16 Financial Statements and Auditor's Report.

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Background:

Council's Financial Statements for the year ended 30 June, 2016 and Auditor's Report are now tabled for consideration and adoption.

Current Position:

Pursuant to the provisions of Sections 416/420 of the Local Government Act, 1993 arrangements have been made for Council's auditor to make a presentation to Council at its December, 2016 meeting.

In summary, the final accounts reveal an operating surplus of \$193,000 for the year with an unrestricted current ratio of 2.63:1.

This is a vast improvement on previous years and not only reflects the ongoing restructuring process Council has been undertaking but also indicates Council's future financial sustainability needs to be carefully monitored on an ongoing basis.

Further details of the financial results are contained in the Auditor's Report which is attached.

Relevant Reference Documents:

2016 Auditor's Report
Financial Statements for the year ended 30 June, 2016

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:

2015/2016 Operational Plan and Budget provisions

Stakeholders:

Castlereagh Macquarie County Council
Constituent Councils
County Council residents

Governance Issues:

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The provisions of the Local Government Act 1993 and supporting legislation have been followed in respect of the preparation of the financial statements for the year ended 30 June, 2016.

Environmental Issues:

Nothing identified at this stage.

Financial Implications:

Nothing identified at this stage

Legal Issues:

Nothing identified at this stage

Alternatives/Options:

Nil.

Conclusion:

Council should now receive and note the Auditor's Report for 2016 and formally adopt the Financial Statements for the year ended 30 June, 2016.

Annual Financial Statements 2015/16 and Auditors Report
<p>Recommendation:</p> <p>That Council receive and note the Auditor's Report for 2016 and formally adopt the Financial Statements for the year ended 30 June, 2016.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

2015/16 Auditor's Report and Financial Statements circulated under separate cover

8.5: CONSIDERATION AND ADOPTION OF ANNUAL REPORT – 2015/2016

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/47-03

Summary:

To consider and adopt Council's Annual Report for 2015/2016.

Background:

The Integrated Planning and Reporting legislation provides for an annual report to be prepared by 30 November each year and a copy forwarded to the Office of Local Government and also placed on Council's Website.

Current Position:

With Council's Auditor's Report to be presented to the December, 2016 Meeting along with the consideration of the Annual Financial Statements for the Year Ended 30 June, 2016, it is also appropriate to consider and adopt the Annual Report for 2015/2016.

The completed report will be tabled at the meeting and has also been circulated under a separate cover with the meeting agenda.

Relevant Reference Documents:

2015/2016 Annual Report

Stakeholders:

Castlereagh Macquarie County Council
Constituent Councils
County Are Residents

Governance Issues:

The report is being tabled at the first opportunity after 30 November and following the preparation of the Financial Statements for 2015/16 and consideration of the Auditor's Report

Environmental Issues:

None identified

Financial Implications:

None identified

Legal Issues:

None identified

Alternatives/Options:

Not applicable

Conclusion:

Council should now consider and resolve to adopt the Annual Report for 2015/2016.

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Adoption of 2015/2016 Annual Report
<p>Recommendation:</p> <p>That Council consider and adopt the 2015/2016 Annual Report.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

2015/16 Annual Report circulated under separate cover

ITEM 8.6 MATTERS FOR BRIEF MENTION OR INFORMATION ONLY

REPORTING SECTION: Castlereagh Macquarie County Council

AUTHOR: Don Ramsland – General Manager

FILE NUMBER: 09/47-03

1. BIS Implementation – Update

Training for the WeedMap Pro Biosecurity Information System has been completed for Weeds Officers and Administrative Staff on Wednesday 12th and Thursday 13th October. It is anticipated that implementation of the system will be completed and Council will be in a position to report to BIS utilising the WeedMap Pro Summit by the February, 2017 meeting.

2. Disclosure of Interest Returns

Newly elected councillors are advised that their Primary Financial Returns should be lodged by no later than 31 December, 2016.

3. Hudson Pear Taskforce Minutes

The Minutes of the Hudson Pear Taskforce Meeting held on Thursday 20 October, 2016 are attached for the Council's information.

4. Review of Policies

The following policies are currently on public exhibition:

- Code of Conduct
- Code of Meeting Practice
- Councillor Access to Information and Interaction with Council Staff Policy
- Payment of Expenses and Provision of Facilities for Councillors

and a further report in relation to any submissions received will be submitted to Council's February, 2017 meeting.

5. Payment of Sick Leave

Council's Insurers have been requested to provide a quotation to cover the cost of any sick leave payable where an employee dies whilst still employed. This will negate the need to provide for this aspect of Council's exposure in Council's Employees' Leave Entitlement Reserve.

It is anticipated that the quotation will be tabled at the meeting.

6. WAP Lead Agency Change

It is anticipated that all WAP Lead Agency arrangements will be transferred to the relevant LLS by 1 July, 2017.

A sub-committee has been formed to help guide the transition process which includes Scott Charlton (DPI), Brett Miners (LLS) and Chris Dewhurst (WOA).

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Matters for Brief Mention or Information Only

Recommendation:

That the above issues for brief mention or information only as detailed in the General Manager's report to the December, 2016 meeting be received and noted and Council determine what further action, if any, should be taken in respect of the matters listed.

Moved:

Seconded:

Attachment:

Hudson Pear Taskforce Minutes – 20 October 2016

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**MINUTES OF THE MEETING OF HUDSON PEAR TASKFORCE HELD AT LIGHTNING RIDGE
ON 20th OCTOBER, 2016 AT 10:00AM**

PRESENT

Geoff Wise - Independent Chair
Mayor Ian Woodcock – WSC/CMCC
Maxine O'Brien - LRMA
Claire Bergin – North West LLS
John Unwin - CMCC
Peter Dawson – North West LLS
Tanya Slack-Smith – Western Lands
Jo Mihalie – Cumborah Resident
Keith Walker – North West LLS
Matthew Davidson – Manager North West LLS
Ken Flower – General Manager North West LLS
Ashleigh McCudden - CMCC



APOLOGIES

Lesley Baker – GGSMA
Royce Holtkamp – Horizon Ecological Consulting
Patrick Fletcher - GGSMA
Bryson Rees – MVWAC
Lis Arundell - MVWAC
Erlina Compton – GM Western LLS
Andrew Mulligan – Acting GM Central West LLS
Andrew McConnachie – NSW DPI (Biosecurity)
Peter Jones – Biosecurity Queensland
Michael Day – Biosecurity Queensland
Ken Harrison – DPI Regional Director
Rosemary Maddox – Cumborah Resident
Don Ramsland – General Manager WSC and CMCC

Clr Ian Woodcock, Mayor for Walgett Shire Council welcomed the committee and Geoff Wise chaired the meeting.

Geoff Wise requested that selected wording in the minutes from the 9 June, 2016 be amended accordingly and circulated to committee members in due course.

Hudson Pear Taskforce Minutes – 9 June, 2016

Resolved:

The minutes of the Hudson Pear Taskforce meeting held at Lightning Ridge on Thursday 9 June, 2016, having been circulated, be confirmed as a true and accurate record of that meeting.

CARRIED BY CONSENSUS

Future Funding Opportunities for Green Army

Matthew Davidson advised that the North West Local Land Services had submitted another application for round two of the Green Army Project, however has not yet received correspondence as to whether the application has been successful.

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Cumborah Community Inc.

Resolved:

That representatives of the Castlereagh Macquarie County Council and North West Local Land Services be given the opportunity to attend meetings of the Cumborah Community Inc. to address concerns around Hudson Pear and provide updates on what the HPTF and Local Control Authorities are doing to control and prevent the spread of the weed.

CARRIED BY CONSENSUS

North West LLS Update presented by Ken Flower:

- It is important that Hudson pear be classified at the highest level for eradication
- The cost of not eradicating while in such a controlled area would be massive over the centuries ahead
- We need a clear costed, staged plan to eradicate this and then seek the political will and cash to achieve.
- It is important to survey the area for the next outbreak cactus so we can control while at minor level
- To maintain the present control we need all landholders involved and County council must be prepared to use its legislative powers to enforce compliance, and is pleasing to see the commitment to this. Responsibility is tenure neutral and all land managers are required to act in accordance with the plan.
- The work to date by this task force has been great and we now need to get a strong plan completed so we can get started on getting it funded.

North West LLS – Update

Resolved:

The verbal update presented by Ken Flower, General Manager of the North West LLS be received and noted.

CARRIED BY CONSENSUS

Hudson Pear Eradication

Resolved:

That the HPTF Committee strongly endorse that Hudson Pear should be considered within the highest category for eradication in each of the Regional Strategic Weed Management Plans for the North West, Western and Central West Local Lands Service Regions.

CARRIED BY CONSENSUS

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- Maxine O'Brien requested that the LLS note the two different species of Hudson Pear in the Regional Strategic Weed Management Plan.
- Peter Dawson indicated that the Regional Strategic Management Plan may be on public exhibition for consultation in February 2017. The LLS are hoping to have the final copy of the plan to the Minister in April 2017 to be signed off on.

North West Regional Strategic Weed Management Plan Update

Resolved:

That the committee note and acknowledge the verbal report by Peter Dawson in relation to the progress being made by the North West Local Land Services in respect to:

- North West Regional Strategic Weed Management Plan Update
- Review of HP Local Control Management Plan
- North West LLS Coordinated Cacti Control Plans

CARRIED BY CONSENSUS

Biological Control Update

Peter Dawson spoke to the following written report on behalf of Biosecurity Queensland.

Biocontrol

Queensland Department of Agriculture and Fisheries (QDAF) has submitted applications seeking approval to release four new biotypes to target several *Cylindropuntia* species including *Cylindropuntia rosea* (Hudson Pear).

As *Dactylopius tomentosus* has already gone through the approval process and that both DAWR and Environment do not recognise subspecies, approvals will hopefully be assessed in-house and not have to go through the external process. Unfortunately at this stage there is not indication on a timeframe.

Biological Control Update

Resolved:

The Biological Control Research update be received and noted and information on the locations of Coral Cactus sites be given to Claire Bergin who will notify QDAF directly on behalf of the Taskforce

CARRIED BY CONSENSUS

Next Meeting – 8th March 2017 (Tentative)

Meeting closed at 12:30pm

Section 2

Senior Weeds Officer's Report

ITEM 9.1: SENIOR WEEDS OFFICER'S REPORT – OCTOBER TO NOVEMBER 2016

In October we received a resignation from our Walgett Weeds Inspector which necessitated in the employment of a Casual Weeds Control Officer to carry out duties in the Walgett Shire. Council employed Matthew Compton on a casual basis and his commencement date was Monday 24 October 2016. Matthew was previously Supervisor of the Green Army who focused on the control of Hudson Pear in Cumborah and Lightning Ridge.

Since the last Council meeting I have attended two MVRWC and two NWRWC meetings. Both committees are a source of frustration as each time we do what is required by the State Weed Committee's they change the rules and we start again. There is absolutely no leadership at all and I don't believe they have any idea what local government does or how we do it.

There has been correspondence that WAP Lead Agency arrangements will be transferred to the relevant Local Land Services. Lis Arundell has recently resigned as Regional Project Officer from Macquarie Valley Weeds Advisory Committee and Orange City Council, accepting a position with a new unit within Biosecurity and Food Safety at NSW DPI in Orange.

On Monday 7th November both Matthew and I attended a public meeting at Cumborah to address concerns around Hudson Pear and provide updates on what the HPTF and Local Control Authorities are doing to control and prevent the spread of the weed. I believe they are more aware of their responsibility concerning this weed as well as property owners and leases' responsibility.

We are now spraying St John's Wort in the Warrumbungle Shire and the Inspector and Operator from Gilgandra Shire are both assisting with this. The LLS have also had contractors spraying in the Shire; this is as a result of the inspection reports on noxious weeds that we are issuing.

There will be no reports included in the Agenda for this meeting from the Weeds Officer in Coonamble or Walgett due to Carl Molloy being on long service leave for the reporting period and the changeover in Weeds Officers for Walgett. I also was on annual leave for one week of the reporting period.

This concludes the senior weed officer's report for October to November 2016; I would like to take this opportunity to wish all Staff and Councillors a safe and Merry Christmas and a Happy New Year.

John Unwin
Senior Weeds Officer

ITEM 9.2 CASTLEREAGH MACQUARIE COUNTY COUNCIL

GILGANDRA NOXIOUS PLANT REPORT

FROM: 26.09.2016

TO: 25.11.2016

Seasonal Conditions: Over the reporting period from 26.09.2016 to 25.11.2016 the Gilgandra Shire has received some good rainfall with some strong winds. Temperatures are beginning to warm up.

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>149 hectares</u> 3. Area infested: <u>10 hectares</u> 4. Area treated: <u>8.5 hectares</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for African Boxthorn Spiny Burr St Johns Wort Pear Green Cestrum Blue Heliotrope	5. Area treated along roadsides: <u>2,908 kms</u> 6. Area inspected: <u>3,765 kms</u> 7. Area infested: <u>2,100 kms</u> 8. Area treated: <u>2,075 kms</u>
9. Bi-monthly Plant usage Vehicle 1. kms at start of months <u>161,130 kms</u> Vehicle 2. kms at start of months <u>113,022 kms</u>	Vehicle 1. kms at end of months <u>166,620 kms</u> Vehicle 2. kms at end of months <u>115,566 kms</u>	Vehicle 1. kms travelled for 2 months <u>5,490 kms</u> Vehicle 2. kms travelled for 2 months <u>2,544 kms</u>

ITEM 9.3 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WARREN NOXIOUS PLANT REPORT

FROM: October 2016

TO: November 2016

Seasonal Conditions: Conditions for the Warren Shire during the reporting period for October to November 2016 have seen rainfall of 54 mm at the Warren airport. Hot conditions are now following which is ideal for noxious weed growth.

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>12</u> 2. Area inspected: <u>929 hectares</u> 3. Area infested: <u>82 hectares</u> 4. Area treated: <u>65 hectares</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for Tiger Pear African Boxthorn Mimosa Bush Green Cestrum Noogoora Burr Bathurst Burr Common Pear	5. Area treated along roadsides: <u>1,367 kms</u> 6. Area inspected: <u>3,995 kms</u> 7. Area infested: <u>1,500 kms</u> 8. Area treated: <u>1,367 kms</u>
9. Bi-monthly Plant usage Vehicle 1. kms at start of months <u>147,098 kms</u>	Vehicle 1. Kms at end of months <u>155,539 kms</u>	Vehicle 1. Kms travelled for 2 months <u>8,441 kms</u>

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ITEM 9.4 CASTLEREAGH MACQUARIE COUNTY COUNCIL

WARRUMBUNGLA SHIRE NOXIOUS PLANT REPORT

FROM: October 2016

TO: November 2016

Seasonal Conditions Since the last report 388 points of rain has fallen in the gauge at Binnaway. The season has been good as the black oats are standing at shoulder height on the sides of the roads and in some paddocks. Although Summer is now approaching it is starting to dry off and could potentially be a fire hazard.

Milestones	Activities Undertaken	Outcomes Achieved
1. Control noxious weeds on private property.	1. Carry out property inspections.	1. Number of properties inspected: <u>22</u> 2. Area inspected: <u>5,843 hectares</u> 3. Area infested: <u>930 hectares</u> 4. Area treated: <u>70 hectares</u>
2. Control noxious weeds on council-controlled land	2. Treat roadsides for	5. Area treated along roadsides: <u>370 kms</u> 6. Area inspected: <u>970 kms</u> 7. Area infested: <u>700 kms</u> 8. Area treated: <u>700 kms</u>
3. Bi-monthly Plant usage Vehicle 1. kms at start of months <u>43,355 kms</u>	Vehicle 1. kms at end of months <u>51,406 kms</u>	Vehicle 1. Kms travelled for 2 months <u>8,051 kms</u>