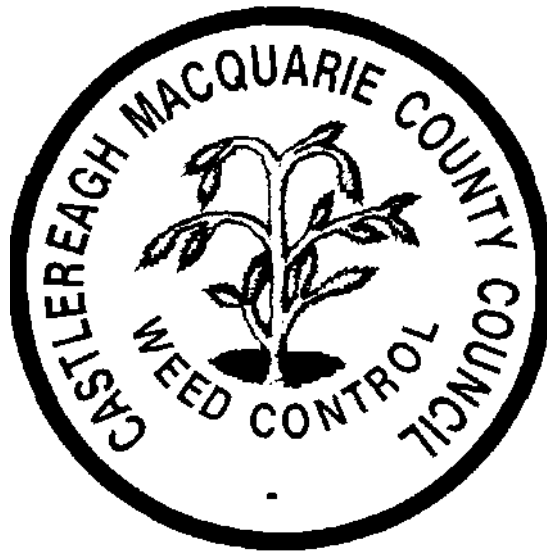


CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Warren Shire Council Chambers
On 19th March 2018

CASTLEREAGH MACQUARIE COUNTY COUNCIL



BUSINESS PAPER

**For the Ordinary Meeting of Council
to be held at the Warren Shire Council Chambers,
On Monday 19th March 2018
Commencing at 10:00 am**

77 Fox Street
(PO Box 664)
Walgett NSW 2832

Telephone: (02) 6828 1399
Fax: (02) 6828 1608
admin@walgett.nsw.gov.au

AGENDA - ORDINARY COUNCIL MEETING

Monday, 19 March 2018

- 1. WELCOME**
- 2. APOLOGIES**
- 3. DECLARATION OF INTERESTS**
- 4. CONFIRMATION OF MINUTES – Monday 20th November 2017**
- 5. MATTERS ARISING FROM MINUTES**
- 6. REPORT FROM CHAIRMAN**
- 7. REPORT OF THE GENERAL MANAGER**
- 8. REPORT OF THE SENIOR WEEDS OFFICER**
- 9. CONFIDENTIAL**
- 10. QUESTIONS FOR NEXT MEETING**
- 11. NEXT MEETING - Monday 18 June 2018 at Coonabarabran**
- 12. CLOSE**

7. REPORT OF THE GENERAL MANAGER

- | | | |
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| Item 7.1 | Reconciliation Certificate 30 th November 2017 & 31 st December 2017..... | page 12 |
| Item 7.2 | Quarterly Budget Review Statement as at 28 th February 2018 | page 16 |
| Item 7.3 | Organisational Review Update – 28 February 2018..... | page 28 |
| Item 7.4 | Annual Financial statements 2016/2017 & Auditors Report..... | page 32 |
| Item 7.5 | Draft 2018/2019 Operating Plan & Budget & IP&R Documents | page 34 |
| Item 7.6 | Matters for Brief Mention or Information Only..... | page 35 |

8. REPORT OF THE SENIOR WEEDS OFFICER

- | | | |
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| Item 8.1 | Senior Weeds Officer's Report..... | page 46 |
| Item 8.2 | Reports from Inspectors..... | page 50 |

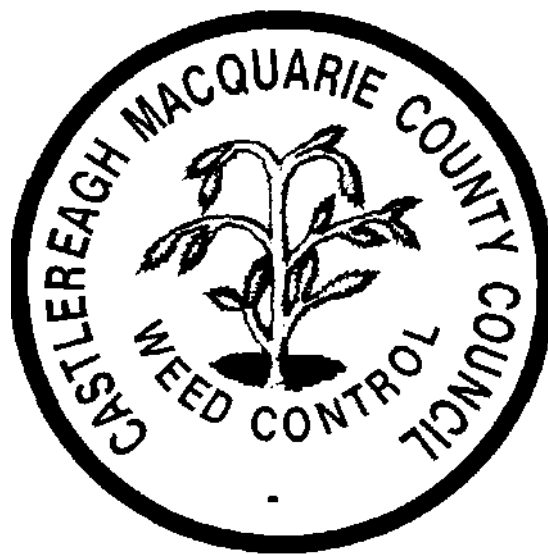
9. CONFIDENTIAL

- | | | |
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| Item 9.1 | General Manager's Position..... | page 53 |
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- 10. QUESTIONS FOR NEXT MEETING**
- 11. CONFIRM DATE OF NEXT MEETING – Monday 18 June 2018 at Coonabarabran**
- 12. CLOSE OF MEETING**

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Warren Shire Council Chambers
On 19th March 2018

CASTLEREAGH MACQUARIE COUNTY COUNCIL



MINUTES

Of the Ordinary Meeting of Council
held at Gilgandra Shire Council Chambers on Monday 20th
November 2017

77 Fox Street
(PO Box 664)
Walgett NSW 2832

Telephone: (02) 68286116
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CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Warren Shire Council Chambers
On 19th March 2018

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT THE GILGANDRA SHIRE COUNCIL CHAMBERS ON MONDAY 20 NOVEMBER 2017 COMMENCING AT 10:00AM

PRESENT: Cllrs D. Batten (Chairman), P. Shinton, B. Fisher, M. Webb, I. Woodcock, R. Lewis, G. Peart and A. Brewer

ABSENT: Cllr M. Beach

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

1. **WELCOME:** Cllr Batten welcomed all councillors and staff to the meeting.
2. **APOLOGIES:** Cllrs M. Martinez / R. Lewis and A. Brewer (late arrival)

11/17/1 Resolved:

That apologies from Cllrs M. Martinez / R. Lewis and A. Brewer (late arrival) be accepted and leave of absence be granted.

Moved: Cllr Webb
Seconded: Cllr Shinton

Carried

Election of Chairperson/Deputy Chairperson

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

11/17/2 Resolved:

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

Moved: Cllr Peart
Seconded: Cllr Webb

Carried

Election of Chairperson for Ensuring One (1) Year

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

CASTLEREAGH MACQUARIE COUNTY COUNCIL
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CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

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

6. DECLARATIONS OF INTEREST- Nil

7. CONFIRMATION OF MINUTES

11/17/3 Resolved:

That the minutes of the Castlereagh Macquarie County Council meeting held at Walgett on Monday 21 August, 2017, having been circulated, be confirmed as a true and accurate record of that meeting.

Moved: Clr Shinton

Seconded: Clr Woodcock

Carried

8. MATTERS ARISING FROM MINUTES - Nil

9. CHAIRMANS REPORT

Chairman Clr Batten reported as follows:

At last week's Hudson Pear meeting held in Lightning Ridge on Thursday 16th November it reaffirmed the group's Terms of Reference and adopted an ongoing Business Management Plan. Two crucial aspects of the plan relate to the need to coordinate Hudson Pear mapping activities and the activities of the various groups and individuals undertaking control works.

Clr Batten advised that at this time there is CMCC controlling Local Government assets and undertaking a regulatory inspection role, Department of Crown Lands assisting various Miners Associations at three Opal Mining sites in the area, individual landowners and other community groups; all undertaking control activities with varying degrees of professionalism and commitment. The situation is now exacerbated by a new strain of biological control, soon to be released by Department of Primary Industries. To measure the effectiveness of the release program, it is necessary that the areas subject to its release are not disturbed.

Following the HPTF meeting informal discussions with the General Manager confirmed that CMCC is the preferred employer of someone responsible for coordinating all Hudson Pear management activities within the region in addition to maintaining relevant mapping records. When not office bound the occupant of the position would be expected to undertake spraying/control activities.

Clr Batten suggested that at this time it is anticipated that total funding of \$450,000 to \$500,000 would be required.

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CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

11/17/4 Resolved:

That Council make a formal application to the North West Local Land Services/DPI seeking sufficient funding to enable the contract employment of a Hudson Pear Coordinator at Lightning Ridge for a period of three years, noting that such funding would be additional to WAP funding.

Moved: Clr Shinton
Seconded: Clr Lewis

Carried

11/17/5 Resolved:

That the Chairman's report be received and noted.

Moved: Clr Batten
Seconded: Clr Shinton

Carried

10. GENERAL MANAGER'S REPORT

Item 10.1 Reconciliation Certificate 31st August, 30th September and 31st October 2017

Recommendation: That the Statement of Bank Balances as at 31st August, 30th September and 31st October 2017 be received and noted.

11/17/6 Resolved:

That the Bank Reconciliation as at 31st August, 30th September and 31st October 2017 be received and noted.

Moved: Clr Webb
Seconded: Clr Woodcock

Carried

Item 10.2 Quarterly Budget Review Statement – Period Ended 31 October, 2017

Recommendation: That the Quarterly Budget Review Statement for the period ended 31 October, 2017 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

11/17/7 Resolved:

That the Quarterly Budget Review Statement for the period ended 31 October, 2017 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

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Moved: Clr Peart
Seconded: Clr Webb

Carried

Item 10.3. Organisational Review Update – October 2017

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

11/17/8 Resolved:

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

Moved: Clr Webb
Seconded: Clr Fisher

Carried

Item 10.4. Annual Financial Statements 2016/2017 - Update

Recommendation: That Council receive and note the General Manager's report in relation to the delay in completing the audit of the 2016/2017 Statements of Account.

11/17/9 Resolved:

That Council receive and note the General Manager's report in relation to the delay in completing the audit of the 2016/2017 Statements of Account.

Moved: Clr Lewis
Seconded: Clr Brewer

Carried

Item 10.5. Consideration and Adoption of Annual Report – 2016/2017

Recommendation: That Council consider and adopt the draft 2016/2017 Annual Report and note that the auditor's figures are still pending.

11/17/10 Resolved:

That Council consider and adopt the draft 2016/2017 Annual Report and note that the auditor's figures are still pending.

Moved: Clr Lewis
Seconded: Clr Brewer

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CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

Carried

Item 10.6. Payment of Expenses and Provision of Facilities for Councillors 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 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.

11/17/11 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 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: Cllr Webb
Seconded: Cllr Shinton

Carried

Item 10.7. Closedown of Outdoor Staff over Festive Season

Recommendation:

1. Council operations will close for a period of two weeks commencing 22 December 2017 till 7 January 2018 inclusive.
2. Staff will be required to take either Annual Leave or accumulative time in lieu during this closedown period
3. The closedown period will be published in local media outlets.

11/17/12 Resolved:

1. Council operations will close for a period of two weeks commencing 22 December 2017 till 7 January 2018 inclusive.
2. Staff will be required to take either Annual Leave or accumulative time in lieu during this closedown period
3. The closedown period will be published in local media outlets.

Moved: Cllr Fisher
Seconded: Cllr Peart

Carried

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Item 10.8. Ordinary Council Meetings –Time, Dates and Venues for 2018

Recommendation:

That Council endorse the below time, dates and venues for the 2018 Ordinary Council Meetings.

19 March – Warren – Council Chambers
18 June – Coonabarabran – Council Chambers
20 August – Coonamble – Council Chambers
19 November – Walgett – Council Chambers

11/17/13 Resolved:

That Council endorse the below time, dates and venues for the 2018 Ordinary Council Meetings.

19 March – Warren – Council Chambers
18 June – Coonabarabran – Council Chambers
20 August – Coonamble – Council Chambers
19 November – Walgett – Council Chambers

Moved: Clr Woodcock

Seconded: Clr Webb

Carried

Item 10.9. 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 November, 2017 meeting be received and noted.

11/17/14 Resolved:

That the above issues for brief mention or information only as detailed in the General Manager's report to the November, 2017 meeting be received and noted.

Moved: Clr Webb

Seconded: Clr Woodcock

Carried

11. SENIOR WEEDS OFFICER'S REPORT

Item 11.1. Senior Weeds Officer's Report

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

11/17/15 Resolved:

That Council receive and note the Senior Weeds Officer's report for November 2017.

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Moved: Cllr Fisher
Seconded: Cllr Shinton

Carried

Item 11.2. Weeds Officers Reporting – 1 August to 26 October 2017

Recommendation: That Council receive and note the Weed Officers Reports for the period 1 August to 26 October 2017.

6/17/16 Resolved:

That Council receive and note the Weed Officers Reports for the period 1 August to 26 October 2017.

Moved: Cllr Woodcock
Seconded: Cllr Fisher

Carried

GENERAL BUSINESS

1. Cllr Michael Webb and Bill Fisher were asked to advise delegates of Coonamble Shire of the activities taking place in relation to correspondence received regarding African Boxthorn within the Coonamble Shire LGA.

2. Cllr Shinton advised of a new organic weed spray (Acetic Acid Glacial and Sulfamic Acid) that was being used in Western Australia.

NEXT MEETING

The next meeting is scheduled for Monday 19 March, 2018 at Warren.

Cllr Batten extended best wishes for the season to all present.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 11:20AM.

To be confirmed as a true and accurate record at the Council Meeting to be held on Monday 19 March 2018.

CHAIRMAN

GENERAL MANAGER

General Manager's Report

CASTLEREAGH MACQUARIE COUNTY COUNCIL
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ITEM 7.1 RECONCILIATION CERTIFICATE 30 November 2017

ITEM RECONCILIATION CERTIFICATE 30 November 2017

Reconciled Ledger Accounts for 30 November 2017 are as follows:

Balance of Ledger – 1-1110

Balance 31/10/2017	433,515.56
Plus Receipts	5,252.34
Less Payment	59,054.84
	<u>\$379,713.06</u>

Balance of Bank Accounts

Balance 30/11/17 #273228001484	\$379,713.06
Less: Outstanding Cheques	Nil
	<u>\$379,713.06</u>

Stores Balance 1-1410	30/11/17	\$10,654.80
Debtors Balance 1-1310	30/11/17	\$144,451.75
ELE Reserve Balance 1-1210	30/11/17	\$103,000.00
Plant Reserve 1-1220	30/11/17	\$9,000.00

Debtors:

Australian Taxation Office	02/08/17	Invoice #9010	\$2,665.00
Warrumbungle Shire Council	11/08/17	Invoice #8995	\$113,111.90
Walgett Shire Council	01/11/17	Invoice #9003	\$9,488.70
North West Local Land Services	09/11/17	Invoice #9006	\$9,000.00
Walgett Shire Council	13/11/17	Invoice #9008	\$9,248.40
P Thompson	24/11/17	Invoice #9009	\$937.75
			<u>\$144,451.75</u>

Recommendation:

The Statement of Bank Balances as at 30 November 2017 be received & adopted.

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**CASTLEREAGH MACQUARIE COUNTY COUNCIL
STORES INVENTORY REPORT**

30 November 2017

<u>Item No:</u>	<u>Description</u>	<u>Unit Price</u>	<u>Stock</u>	<u>Total Value</u>
1041	Scrubmaster	\$340.00 (20kg)	1	\$340.00
2085	Grazon Extra	\$585.00 (20L)	4	\$2,340.00
2895	Round-Up Extra	\$154.80 (20L)	26	\$4024.80
3530	Uptake Oil	\$130.00 (20L)	3	\$390.00
3710	Genwet 1000	\$120.00 (20L)	4	\$480.00
2159	Herbi Dye	\$160.00 (5L)	11	\$1760.00
1032	Access	\$400.00 (5L)	3	\$1200.00
2540	Metsulfuron	\$30.00 (500gm)	4	\$120.00
<u>TOTAL VALUE</u>				\$10,654.80

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ITEM 7.1: RECONCILIATION CERTIFICATE 31 DECEMBER 2017

ITEM RECONCILIATION CERTIFICATE 31 December 2017

Reconciled Ledger Accounts for 31 December 2017 are as follows:

Balance of Ledger – 1-1110

Balance 30/11/17	379,713.06
Plus Receipts	132,975.60
Less Payment	39,277.89
	<u>\$473,410.77</u>

Balance of Bank Accounts

Balance 31/12/17 #273228001484	\$473,410.77
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Less: Outstanding Cheques	Nil
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\$473,410.77

Stores Balance 1-1410	31/12/17	\$7,804.80
Debtors Balance 1-1310	31/12/17	\$20,059.38
ELE Reserve Balance 1-1210	31/12/17	\$103,000.00
Plant Reserve 1-1220	31/12/17	\$9,000.00

Debtors:

Australian Taxation Office	02/08/17	Invoice #9010	\$2,665.00
North West Local Land Services	09/11/17	Invoice #9006	\$9,000.00
P Thompson	24/11/17	Invoice #9009	\$937.75
Tony Richards	13/12/17	Invoice #9011	\$6,715.50
D Neeves	20/12/17	Invoice #9012	\$741.13

\$20,059.38

Recommendation:

The Statement of Bank Balances as at 31 December 2017 be received & adopted.

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**CASTLEREAGH MACQUARIE COUNTY COUNCIL
STORES INVENTORY REPORT**

31 December 2017

<u>Item No:</u>	<u>Description</u>	<u>Unit Price</u>	<u>Stock</u>	<u>Total Value</u>
1041	Scrubmaster	\$340.00 (20kg)	1	\$340.00
2895	Round-Up Extra	\$154.80 (20L)	26	\$4024.80
3530	Uptake Oil	\$130.00 (20L)	1	\$130.00
3710	Genwet 1000	\$120.00 (20L)	4	\$480.00
2159	Herbi Dye	\$160.00 (5L)	10	\$1600.00
1032	Access	\$400.00 (5L)	3	\$1200.00
2540	Metsulfuron	\$30.00 (500gm)	3	\$30.00
<u>TOTAL VALUE</u>				\$7,804.80

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ITEM 7.2: QUARTERLY BUDGET REVIEW STATEMENT PERIOD ENDED 28 FEBRUARY 2018

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

Summary:

AS previously advised, a computer glitch in the adopt budget for 2017/18 resulted in an amount of \$55,000 not adding into the overall totals for 2017/18. As a result the forecast operating surplus for the year has had to have been reduced from the planned \$82,797 to the revised figure of 27,797 shown below.

An analysis of Council's actual income and expenditure to 28 February, 2018 has now been completed and a revised budget result forecast for the year ending 30 June, 2018 has been prepared showing the anticipated result on present trends.

These results are now summarised as follows:

	Revised 1.7.17 Budgeted Surplus/(Loss) \$	Revised Budget Surplus/(Loss) \$	Forecast Budget Surplus / (Loss)\$
Operating budget result	28,588	7,454	36,042
Capital Budget result	(7,013)	nil	(7,013)

As a result of the review as at 28 February, 2018 additional operating income (net) \$ 7,454 has been identified.

Background:

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

The set of minimum requirements that assists each council in meeting its charter with regard to its finances and related responsibilities in respect of its operational plan, adopted budget and delivery program are collectively known as a Quarterly Budget Review Statement (QBRs) and are reported to council in accordance with the relevant legislation at the end of each quarter. The Local Government (General) Regulation 2005 - Regulation 203 made under the Local Government Act 1993 requires this report to be submitted to Council no later than 2 months after the end of the quarter.

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

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

Current Position:

The attached Quarterly Budget Review Statement (QBRs) has been prepared in this format for some time now. A budget functional item summary, as well as a second document which breaks down the actual budget line item income and expenditure for the year, details any variations from the original

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budget in respect of those various line items is also attached. It is proposed to go over these variations in detail at the meeting.

However in summary this is the second periodic report in respect of 2017/18, and variations to budget have become apparent, including an increase in income of \$34,983 and increases in expenditure net of \$27,529.

The total variations reveal a net operating budget surplus of \$7,454 which translates to an overall budget surplus for the year of \$7,454 after provision has been made for depreciation of \$30,000 and no variation in capital expenditure (net).

AS advised at the October, 2017 review, the proposed capital expenditure has now been reduced by \$60,000 to allow for the computer glitch mentioned above by deferring the purchase of new vehicles (gators) as these were subject to major maintenance late in 2016/17.

Allowance has also been made for an adjustment to WAP funding as it appears that the Orange City Council's Coordinator's contribution will again be deducted from the original grant.

Advice to hand is that the North West LLS WAP funding allocation will be \$106,255.60. Details of the Central West element of WAP funding are not yet available

This QBRS sets out the recommended changes of \$7,454 (net) to provide an amended operating budget surplus of \$36,042 to result in a revised total budget surplus of \$29,029 net. These are listed on a separate page along with reference to our key performance ratios and required declarations in respect of contractual arrangements, consultancies and legal expenses. However, after allowing for capital income/expenditure Council will operate at an estimated overall surplus in 2017/18 of \$9,029 after allowing for depreciation \$30,000.

Details of Council's stores balance as at 28 February, 2018 are included with the bank reconciliation report.

Relevant Reference Documents/Policies:

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

Governance Issues:

Council still has no certainty with regards local government reform and WAP1520 LLS initiatives that would provide Council with a degree of certainty in which to plan for the immediate and short term future.

Stakeholders:

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

Financial Implications:

It is proposed to discuss the matter what level of grant funds which may become available in 2018/19 in the confidential section of the meeting as any cuts in Council's WAP1520 grant will impact unfavourably on Council's bottom line making Council's longer term sustainability uncertain.

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Legal Issues:

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

Alternative Solutions/Options:

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

Conclusion:

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

Quarterly Budget Review Statement – 28 February, 2018
<p>Recommendation:</p> <p>That the Quarterly Budget Review Statement the period ended 28 February, 2018 be received and noted, the recommended variations to the revised budget as detailed in the attached statement be adopted.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

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

Attachment B - Quarterly Budget Review Statement as at 31 October 2017

Attachment C - Cash Flow Statement as at 31 October 2017

Attachment D - Quarterly Budget Review Statement 31 October 2017 – Operating Budget Summary

Attachment E - Quarterly Budget Review Statement 31 October 2017 – Operating Budget – Detailed Breakdown

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

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Quarterly Budget Review Statement – 28 February, 2018.

Statement by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for the Castlereagh Macquarie County Council for the period ended 28 February, 2018 indicates that Council's projected financial position as at 30 June, 2018 will be satisfactory at year end having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

This statement is made on the proviso that any resolution passed at Council's meeting on 19 February, 2018 in respect budget amendments and associated issues to offset any loss in grant income are implemented within the timelines determined or as duly amended.

Signed: 

Date: 5 March, 2018

Don Ramsland - Responsible Accounting Officer – Castlereagh Macquarie County Council

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Attachment B - Quarterly Budget Review Statement as at 28 February 2018

Quarterly Budget Review Statement – 28 February, 2018.

Recommended Changes to Revised Budget

A. Revenue Income (net)	\$	\$
1. Additional Income – Private Works Income	24,095	
Total – Revenue Income Adjustments		\$24,095
Revenue Expenditure (net)		
1. Additional – Private Works (offset)	21,755	
2. Additional – Insurance	787	
3. Additional – Compassionate Leave	762	23,304
Total –Revenue Expense Adjustments		\$23,304
Net Increase in Operating Surplus		\$791
B. Capital Income Adjustments (net) -		
Reduced income from transfers	(7,500)	
C. Capital Expenditure Adjustments (net)		
Reduction in plant purchases	60,000	
Total – Capital Adjustments		\$ 52,500
Net increase in Surplus		\$53,291

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Quarterly Budget Review Statement – 28 February, 2018.

Budget Review - Key Performance Indicators Statement

1. **Unrestricted Current Ratio – 3.59:1** (1 July, 2017)
2. **Debt Service Ratio – 2.28:1** (1 July, 2017)
3. **Building and Infrastructure Renewal Ratio** - as a 1 July, 2017 this ratio was 0.00% as Council had made no provision for assets renewals
4. **Cash Expense Cover Ratio – 5.62 months**

Budget Review - Contracts and Other Expenses

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

Part B – Consultancy and Legal Expenses

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

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Attachment C - Cash Flow Statement as at 28 February 2018

Statement of Cash Flows as at 28 February, 2018					
			Actual	Actual	Actual
			2014	2015	2016
					Actual
					2017
					Est
					2018
Cash Flows from Operating Activities					
<u>Receipts</u>					
User Fees and Charges			10	15	29
Investment and Interest Revenue			5	6	6
Grants and Contributions			1013	940	823
Bonds, Deposits and Retention amounts			-	-	
Other			201	132	120
<u>Payments</u>					
Employee Benefits and Oncosts			-1037	-900	-626
Materials and Contracts			-89	-78	-26
Other			-221	-198	-226
					-222
					-220
Net Cash provided/used in Operating Activities			-118	-83	100
					187
					58
Cash Flows from Investing Activities					
<u>Receipts</u>					
Sale of Infrastructure, Property, Plant and Equipment			2	414	16
					5
					20
<u>Payments</u>					
Purchase of Infrastructure, Property, Plant and Equipm			-	9	-69
Investments			-	-	
					-68
					-82
Net Cash provided/used in Investing Activities			2	423	-53
					-63
					-62
Cash Flows from Financing Activities					
<u>Receipts</u>					
Proceeds from Borrowings and Advances			250	-	0
Transfer from Plant Reserve					-
					0
<u>Payments</u>					
Repayment of Borrowings and Advances			-	-100	-100
					-50
					0
Net Cash Flow provided/used in Financing Activities			250	-100	-100
					-50
					0
Net Increase/(Decrease) in Cash and Cash Equivalents			134	240	-53
					74
					-4
add Cash and Cash Equivalents - beginning of year			17	151	391
					338
					412
Cash and Cash Equivalents - end of year			151	391	338
					412
					408
Investments on hand - end of year			-	-	
					112
					57
Total Cash, Cash Equivalents and Investments			151	391	338
					524
					465

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Attachment D - Quarterly Budget Review Statement 28 February 2018– Operating Budget Summary

<u>Operating Budget Summary</u>													
	Original Budget	Adopted Changes Todate						Revised Budget	YTD to 28/02/18	Remainder of Year	Projected for Year	Further Variations	Percentage Todate
		cwd/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final						
<u>OPERATING REVENUE</u>													
Total - Administration	828,297							828,297	630,515	197,782	828,297	0	76
Total - Destruction of Weeds	0							0	0	0	0	0	0
Total - Private Works	38,000							62,095	46,533	47,818	94,351	32,256	49
Total - Other Income	120,000							120,000	80,343	42,384	122,727	2,727	65
Total Operating Revenue	986,297							1,010,392	757,391	287,984	1,045,375	34,983	72
<u>OPERATING EXPENSES</u>													
sub total - administration	132,122							132,122	33,317	98,805	132,122	0	25
sub total - insurance	51,960							52,747	49,806	2,941	52,747	0	94
sub total - governance	35,784							35,784	10,461	25,323	35,784	0	29
sub total - employee expenses	189,658							190,420	121,977	73,958	195,935	5,515	62
Total - Administration Expenses	409,524							411,073	215,561	201,027	416,588	5,515	52
Total - Destruction of Weeds	433,476							451,567	227,964	225,285	453,249	1,682	50
Total - Private Works	30,500							34,164	26,415	28,081	54,496	20,332	48
Total - Other Expenses	85,000							85,000	43,747	41,253	85,000	0	51
Total - Operating Expenses	958,500							981,804	513,687	495,646	1,009,333	27,529	51
NET OPERATING SURPLUS (DEFICIT)	27,797							28,588	243,704	(207,662)	36,042	7,454	

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<u>Quarterly Budget Review Statement - 28 February, 2018</u>													
<u>Capital Budget Summary</u>													
	Original Budget	cfd/fwd	Adopted Changes Todate				final	Revised Budget	YTD to 28/02/18	Remainder of Year	Projected for Year	Further Variations	Percentage Todate
<u>CAPITAL INCOME</u>													
Total - Capital Income	82500							75,000	0	75,000	75,000	0	0
<u>CAPITAL EXPENDITURE</u>													
Total - Capital Expenditure	142,013							82,013	0	82,013	82,013	0	0
NET CAPITAL SURPLUS (DEFICITS)	(59,513)							(7,013)	0	(7,013)	(7,013)	0	0
<u>ESTIMATED TOTAL BUDGET RESULT - 28 February, 2018</u>													
Surplus/(Deficit) after Dep'n	(31,716)							21,575	243,704	(214,675)	29,029	7,454	29,029
Add Dep'n Included in above	30,000							30,000	0	30,000	30,000	0	
Surplus(Deficit) before Dep'n	(1,716)							51,575	243,704	(184,675)	59,029	7,454	59,029

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Attachment E - Quarterly Budget Review Statement 28 February 2018 – Operating Budget – Detailed Breakdown

	Original Budget	Adopted Changes Todate						Revised Budget	YTD to 28/02/18	Remainder of Year	Projected for Year	Further Variations	%
		c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final						
<u>OPERATING REVENUE</u>													
Administration													
DPI - MVWAC Grant	291,557							291,557	106,256	185,301	291,557	0	36
Weed Certificates	5,000							5,000	3,198	1,802	5,000	0	64
Constituent Council Cont	514,145							514,145	514,145		514,145	0	100
all councils addn cont	-							0		0	0	0	0
Interest on Investments	5,000							5,000	1,724	3,276	5,000	0	34
Property Insurance Rebate	3,000							3,000	192	2,808	3,000	0	6
Insurance Provision adjust	1,500							1,500		1,500	1,500	0	0
WHS Incentive Rebate	5,000							5,000	5,000		5,000	0	100
Workers Comp Incentive Payment	515							515		515	515	0	0
Motor vehicle Claims Exp Discount	2,580							2,580		2,580	2,580	0	0
Jury Duty	-							0		0	0	0	0
Administration Total	828,297	0						828,297	630,515	197,782	828,297	0	76
Destruction of Weeds													
Con't from Constituent Councils								0		0	0	0	0
Hudson Pear - Walgett								0		0	0	0	0
Mesquite Control - Grant								0		0	0	0	0
Parthenium Weed - Grant								0		0	0	0	0
Parkinsonia - Grant								0		0	0	0	0
Destruction of Weeds Total								0		0	0	0	0
Private Works													
Bre Shire - Private Works								0		0	0	0	0
Coonamble - Private Works								0			0	0	0
Coonabarabran - Private Works								0	7,453		7,453	7,453	100
Walgett Shire - Private Works			6,095					6,095	28,076		28,076	21,981	
Warren - Private Works								0			0	0	0
Gilgandra - Private Works								0	2,822		2,822	2,822	100
DLCW - 5 Ways								0		0	0	0	0
WLC (HP)								0		0	0	0	0
Walgett Shire - Hudson Pear								0		0	0	0	0
North West LLS - Parkinsonia			18,000					18,000	8,182	9,818	18,000	0	45
Western LLS (HP) Control Prgmes								0		0	0	0	0
NW LLS - Hudson Pear Taskforce	10,000							10,000		10,000	10,000	0	0
DPI HP PRMF Project VSS	13,000							13,000		13,000	13,000	0	0
DPI HP PRMF Project R7623 LR	10,000							10,000		10,000	10,000	0	0
DPI HP PRMF Project R 7623 CBH	5,000							5,000		5,000	5,000	0	0
Sale of Parts etc								0		0	0	0	0
Private Works -Total	38,000	0	24,095					62,095	46,533	47,818	94,351	32,256	49
Other Income													
Plant Income	120,000							120,000	77,616	42,384	120,000	0	65
Const Council Advances								0		0	0	0	0
Profit on sale of plant								0	2,727		2,727	2,727	100
Other Income -Total	120,000	0					0	120,000	80,343	42,384	122,727	2,727	65
Total Operating Revenue	986,297	0	0	0	0	0	0	1,010,392	757,391	287,984	1,045,375	34,983	72

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	Original Budget	Adopted Changes Todate						Revised Budget	YTD to 28/02/18	Remainder of Year	Projected for Year	Further Variations	%
		c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final						
OPERATING EXPENSES													
Administration													
Salaries													
General Manager's Salary	22,583							22,583	11,480	11,103	22,583	0	51
Administrative Assistance								0		0	0	0	0
Commission on auction sale								0		0	0	0	0
Office Assistant								0		0	0	0	0
Contract Admin Support	35,000							35,000		35,000	35,000	0	0
MVWAC - Project Officer Costs	5,446							5,446	82	5,364	5,446	0	2
OCC - Weed Coord Cont	20,610							20,610		20,610	20,610	0	0
IPR Costs	318							318		318	318	0	0
Host - Meeting Expenses - MVWAC	2,500							2,500	5,793		5,793	3,293	100
Travelling	2,000							2,000		2,000	2,000	0	0
Audit Fees	10,500							10,500		10,500	10,500	0	0
Advertising	2,732							2,732	2,360	372	2,732	0	86
Printing & Stationary	2,575							2,575	385	2,190	2,575	0	15
Postage & Freight	1,083							1,083		1,083	1,083	0	0
Storage Rental								0	1,718		1,718	1,718	100
Telephone	8,196							8,196	5,846	2,350	8,196	0	71
Bank Charges	600							600	149	451	600	0	25
Legal Expenses	530							530		530	530	0	0
Sundry Expenses								0		0	0	0	0
Computer Biosecurity System	10,691							10,691	3,876	6,815	10,691	0	36
security services								0		0	0	0	0
office cleaning								0		0	0	0	0
sundry admin expenses	2,500							2,500	1,585	915	2,500	0	63
web site costs	1,500							1,500	43	1,457	1,500	0	3
Subscription - Shires Assoc	2,758							2,758		2,758	2,758	0	0
sub total - administration	132,122		-	0	0	0	0	132,122	33,317	98,805	132,122	0	25
Administration - Insurances													
Fidelity Gaurantee	1,435							1,435	1,393	42	1,435	0	97
Public Liability & Prof Indem	24,900							24,900	24,175	725	24,900	0	97
Accumulated Sick			830					830	830		830	0	100
Property Insurance	4,975							4,975	4,445	530	4,975	0	89
State Cover Capital Levy	1,343							1,343		1,343	1,343	0	0
Motor Vehicle Liability	7,553		- 43					7,510	7,510		7,510	0	100
Personal/Members' Accident	1,946							1,946	1,931	15	1,946	0	99
Councillors' and Officers' Liability	9,808							9,808	9,522	286	9,808	0	97
sub total - insurance	51,960	0	787	0	-	0	0	52,747	49,806	2,941	52,747	0	94
Elected Members Activities													
Chairperson's Allowance	3,686							3,686	1,213	2,473	3,686	0	33
Councillors' Meeting Fees	20,455							20,455	5,667	14,788	20,455	0	28
Councillors' Travelling	4,774							4,774	117	4,657	4,774	0	2
Councillors' Subsistence	4,624							4,624	1,641	2,983	4,624	0	35
Delegates' Expenses	2,245							2,245	1,823	422	2,245	0	81
CMCC Meeting Expenses								0			0	0	0
sub total - governance	35,784							35,784	10,461	25,323	35,784	0	29

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	Original Budget	Adopted Changes Todate						Revised Budget	YTD to 28/02/18	Remainder of Year	Projected for Year	Further Variations	%
		c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final						
Employee Overhead Expenses													
redundancy - termination pay													
redundancy - annual leave													
redundancy - long service leave													
Provision for ELE - retirement	55,000							55,000	52,643	2,357	55,000		
Annual Leave	30,745							30,745	17,711	13,034	30,745	0	58
Long Service Leave	9,399							9,399		9,399	9,399	0	0
Sick Leave	10,000							10,000	6,354	3,646	10,000	0	64
Compassionate Leave			762					762	762		762	0	100
Union Picnic Day								0			0	0	0
Public Holidays NEI	13,061							13,061	5,866	7,195	13,061	0	45
Jury Duty								0		0	0	0	0
Superannuation	45,851							45,851	15,454	30,397	45,851	0	34
Pre -Tax Contributions								0		0	0	0	0
Post Tax Contributions								0		0	0	0	0
Workers Compensation	10,500							10,500	4,069	6,431	10,500	0	39
Staff Misc								0		0	0	0	0
Protective Clothing	1,053							1,053	408	645	1,053	0	39
Allowances Disability/Climatic	1,549							1,549	695	854	1,549	0	45
Staff Training	12,500							12,500	18,015		18,015	5,515	100
sub total - employee expenses	189,658		762					190,420	121,977	73,958	195,935	5,515	62
Total - Administration Expenses	409,524		1,549					411,073	215,561	201,027	416,588	5,515	52
Destruction of Weeds													
Supervision of Weeds Officers	7,376		91					7,467	7,467		7,467	0	100
Property Inspections	79,950							79,950	33,406	46,544	79,950	0	42
Other Costs - Council Roads	88,150							88,150	70,829	17,321	88,150	0	80
WAP1520 Grant Expenses	205,000							205,000	101,090	103,910	205,000	0	49
HP TaskForce Administration	5,000							5,000	3,698	1,302	5,000	0	74
Casual/Contract Spraying	40,000							40,000		40,000	40,000	0	0
Hudson Pear Walgett Shire								0		0	0	0	0
Mesquite Contol Program								0	775		775	775	100
Parthenium Weed Control								0	907		907	907	100
Parkinsonia Weed Control			18000					18,000	4,894	13,106	18,000	0	27
Promotions & Field Days	8,000							8,000	4,898	3,102	8,000	0	61
Pasture Trials								0		0	0	0	0
Destruction of Weeds Total	433,476		18091					451,567	227,964	225,285	453,249	1,682	50
Private Works													
Bre Shire - Private Works								0		0	0	0	0
Warren - Private Works								0			0	0	0
Walgett - Private Works			3344					3,344	15,895		15,895	12,551	
Coonabarabran - Private Works									2,890		2,890	2,890	
Coonamble - Private Works									1,467		1,467	1,467	
Gilgandra - Private Works									1,915		1,915	1,915	
WLC (HP) - 5 Ways								0		0	0	0	0
DPI HP PRMF Project VSS	13,000							13,000	406	12,594	13,000	0	3
DPI HP PRMF Project R 7623 LR	10,000							10,000		10,000	10,000	0	
DPI HP PRMF Project R 7623 CBH	5,000							5,000		5,000	5,000	0	
Western LLS (HP) S/R Analysis								0		0	0	0	0
Western LLS (HP) Control Pgmes								0		0	0	0	0
Walgett Shire - HP								0		0	0	0	0
DLWC - 5 Ways	1,000							1,000	513	487	1,000	0	51
Cost for the Sale of Parts etc	1,500		320					1,820	3,329		3,329	1,509	100
Private Works -Total	30,500		3664					34,164	26,415	28,081	54,496	20,332	48
Other Expenses													
Depot Expenses	10,000							10,000	5,807	4,193	10,000	0	58
Plant Expenses	45,000							45,000	37,940	7,060	45,000	0	84
Depreciation	30,000							30,000		30,000	30,000	0	0
Refund - Const Cnl Advances								0		0	0	0	0
Other Expenses -Total	85,000							85,000	43,747	41,253	85,000	0	51
Total - Operating Expenses	958,500		23,304					981,804	513,687	495,646	1,009,333	27,529	51
NET OPERATING SURPLUS (DEFICIT)	27,797		791					28,588	243,704	(207,662)	36,042	7,454	

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<u>Capital Budget</u>															
	Original Budget	Adopted Changes Todate						Revised Budget	YTD to 28/02/18	Remainder of Year	Projected for Year	Further Variations	Percentage to date		
		c/fwd	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final								
Capital Income															
Profit on Sale of Plant	20,000							20,000		20,000	20,000	0	0		
Sale of Depot Facilities (Coonamble, Coon'bran)								0		0	0	0	0		
Sale of Surplus Equipment								0		0	0	0	0		
Transfer from Plant Reserve								0		0	0	0	0		
Transfer from ELE	62,500	-	7,500					55,000		55,000	55,000	0	0		
Capital Income - Total	82,500	-	7,500					75,000		75,000	75,000	0	0		
Capital Expenditure															
Office Equipment	5,000							5,000		5,000	5,000	0	0		
Depot Facility - Coonamble								0		0	0	0	0		
New Vehicles - Nett	113,000	-	60,000					53,000		53,000	53,000	0	0		
Small Plant, Tools, Radios	2,000							2,000		2,000	2,000	0	0		
Transfer to ELE Reserve	9,399							9,399		9,399	9,399	0	0		
Transfer to Plant Reserve	12,614							12,614		12,614	12,614	0	0		
Capital Expenditure - Total	142,013	-	60,000					82,013		82,013	82,013	0	0		82,013
Net Capital Surplus/(Deficit)	(59,513)	-	52,500					(7,013)	-	- 7,013	- 7,013	0	0		- 7,013
<u>Quarterly Budget Review as at 28 February, 2018 - Est. Summary for Year</u>															
Total Income	1,068,797		16,595					1,085,392	757,391	362,984	1,120,375	34,983	68		
Total Expenditure	1,100,513	-	36,696					1,063,817	513,687	577,659	1,091,346	27,529	47		
Net Total Surplus/(Deficit) after Depn	(31,716)		53,291					21,575	243,704	(214,675)	29,029	7,454			
Allowance for Deprecn	30,000							30,000	-	30,000	30,000	-			
Total Surplus(Deficit) before Depn	(1,716)		53,291					51,575	243,704	- 184,675	59,029	7,454		59,029	59,029
Retained Earning	338,000							338,000	51,575	7,454	59,029	(278,971)	87		
ELE Reserve	103,000							103,000	- 55,000	9,399	57,399		(96)		
Plant Reserve	9,000							9,000	12,614		21,614		58		

ITEM 7.3: ORGANISATIONAL REVIEW UPDATE – 28 FEBRUARY 2018

REPORTING SECTION: General Manager
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 2016/17 financial year all of those measures had been implemented with the finalisation of the appointment of a new Senior Weeds Officer to replace Senior Weeds Officer John Unwin who retired on 13 July, 2017 and the repayment on 31 May, 2017 of the last \$10,000 instalments in respect of the advances made by our constituent Councils in 2014/15 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 submissions in respect any proposed local government reforms.

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 ensure they address the requirements of the Bio-Security Act 2015.

During August, 2016 Council commenced putting a new digital information system in place to meet the requirements of the new Bio-Security Information System (BIS) and be able to provide data for the new state wide data base. Training for staff has been ongoing.

At its meeting on 27 June, 2016 Council adopted a 30 point Organisational Action Plan for 2016/17 and this was updated and progressively implemented during 2016/17. It is now planned to update and implement that plan progressively throughout 2017/18 and to also review it at each meeting.

Council at its June, 2017 meeting resolved to meet only once a quarter - in March rather than February and April, June, August and November rather than October and December, thus being able to reduce the number of meetings being held each year from six down to four.

Council also resolved to write to the OLG seeking advice on reducing the number of delegates from ten down to five and the possibility of operating under a Section 355 (LGA) committee type structure.

This report to the February, 2017 meeting will be the second of these reviews for 2017/18 and progress in respect of the following elements has now been identified:

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March (formerly February/April)

1. Monitor insurance cover and ensure all risks are reasonably addressed. Ongoing
2. Provide regular feedback to constituent councils through the distribution of agendas and minutes. Ongoing
3. Maintain an up to date website and records system. Ongoing
4. Prepare Quarterly Budget Review Statements. Completed
5. Research grant fund opportunities. Ongoing
6. Provide regular feedback to constituent councils through the distribution of agendas and minutes. Ongoing
7. Prepare Draft Budget for 2018/19 and supporting documentation. Completed
8. Advertise draft estimates completed

Any Councillors' queries can be discussed at the meeting.

Relevant Reference Documents:

Council's Operational Plan and Budget for 2017/2018, October, 2017/18 QBRs statements and Long Term Financial Plan

Business Activity Strategic Plan Link:

The issues identified during the preparation of the 2017/2018 Operational Plan and Budget are linked back to Council's 2017/2021 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

The issues identified during the preparation of the 2017/2018 Operational Plan and Budget are linked back to Council's 2017/2021 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

The issues identified in 2017/2021 Council's Delivery Plan and Business Activity Strategy are directly linked to the 2017/2018 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 each twelve month period. 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 four years ago has been 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.

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Legal Issues:

Council will need to be mindful of any changes in local government legislation that may have serious impacts into the future. This particularly relates to changes in the Bio-security Legislation that became effective from 1 July, 2017.

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 implementation and review of the new bio-security legislation and more possible changes to the NSW Office of Local Government's approach to local government reform that have now come into play.

This report notes the success and progress made in relation to the revised Organisational Action Plan.

Organisational Action Plan – February 2018
<p>Recommendation:</p> <p>That Council receive and note the General Manager's report in respect of the progress being made in respect of the revised Organisational Action Plan and endorse the action taken so far.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Organisational Action Plan

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**CASTLEREAGH MACQUARIE COUNTY COUNCIL
ORGANISATIONAL ACTION PLAN**

August

1. Be proactive in the local government reform process by preparing any necessary submissions. *- Ongoing*
2. Finalise annual statements of account for 2016/17. *Awaiting audit*
3. Review and update its WH&S policies and procedures. *Ongoing*
4. Review and negotiate Council's Insurances for 2017/18. *completed*
5. Update Local Control Plans – Priority Weeds. *Ongoing*
6. Prepare 2016/17 WAP 1520 return. *Completed*
7. Prepare Quarterly Budget Review Statements. *Completed*

November (formerly October/December)

1. Report on the outcomes achieved through the Integrated Planning and Reporting legislation Council from its Business Activity Strategy and supporting legislation. *In train*
2. 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
3. Review Councillors' remuneration. *Completed*
4. Review its salary system, work practices and costing documentation. *Due December*
5. Update all policies and procedures. *In train*
6. Prepare Quarterly Budget Review Statements. *Completed*
7. Follow up review of Councillor Numbers and Committee Structure. *Ongoing*
8. Auditor's presentation to November, 2017 meeting and annual statements table for adoption. *Held over to the March meeting because of delays with Audit Office*
9. Re-negotiate property leases with constituent councils where appropriate. *Ongoing*
10. Conduct both WH&S and Award Consultative Committee meetings. *Completed*
11. Provide the support for secretariat for the Hudson pear Task Force. *Ongoing*
12. Run a series of weeds eradication programmes based on seasonal conditions. *In train*
13. Improve communication with state agencies and other stakeholders. *On going*
14. Prepare Quarterly Budget Review Statements. *Completed*
15. Review Staffing Structure. *Completed*

March (formerly February/April)

1. Monitor insurance cover and ensure all risks are reasonably addressed.
2. Provide regular feedback to constituent councils through the distribution of agendas and minutes.
3. Maintain an up to date website and records system.
4. Prepare Quarterly Budget Review Statements.
5. Research grant fund opportunities.
6. Provide regular feedback to constituent councils through the distribution of agendas and minutes.
7. Prepare Draft Budget for 2018/19 and supporting documentation.
8. Advertise draft estimates

June

1. Update Draft Budget for 2018/19 and supporting documentation
2. Community consultation
3. Commence annual statement preparation
4. Review ELE reserves

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ITEM 7.4: 2017/2018 FINANCIAL STATEMENTS AND AUDITOR'S REPORT

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

Summary:

To further consider the 2016/17 Financial Statements and Auditor General's Report.

Background:

Council's Financial Statements for the year ended 30 June, 2017 and Auditor General'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 contract auditor to make a presentation to Council at its March, 2018 meeting on behalf of the Auditor General.

Whilst our accounts were submitted on time for audit on 4 September, 2017, finalisation of the audit was delayed by the introduction of the Auditor General's additional audit requirements which saw the resources of the contract auditor stretched to the limit.

Appropriate extensions for the lodgement of the 2016/17 Statements of Accounts, which were formally lodged on 28 February, 2018, was sought and approved by the Office of Local Government.

As a result, the Auditor General has indicated new contract auditors will be appointed for 2017/2018 to avoid such delays in the future.

In summary, the final accounts reveal an operating surplus of \$92,000 for the year with an unrestricted current ratio of 3.59:1. The surplus was down on the previous year as a result of the writing off unrecoverable grant income.

This represents a continuation of the vast improvement of Council's financial position in recent years and not only reflects the benefits of the ongoing restructuring process Council has been undertaking but also highlights the need for Council's future financial sustainability 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:

2017 Auditor's Report
Financial Statements for the year ended 30 June, 2017

Business Activity Strategic Plan Link:

Council's 2016/2020 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

Council's 2016/2020 Delivery Plan and Business Activity Strategy

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Operational Plan/Budget Link:

2016/2017 Operational Plan and Budget provisions

Stakeholders:

Castlereagh Macquarie County Council
Constituent Councils
County Council residents

Governance Issues:

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, 2017.

Environmental Issues:

Nothing identified at this stage.

Financial Implications:

This is the first year that the Auditor General has conducted the annual audit of Council's statements through contract auditors Luka Group. The new audit arrangement has resulted in an increase in Council's audit fee to \$10,245.

Legal Issues:

Nothing identified at this stage

Alternatives/Options:

Nil.

Conclusion:

Council should now receive and note the Auditor's Report for 2017 and formally adopt the Financial Statements for the year ended 30 June, 2017.

2017/2018 Financial Statements and Auditor's Report
<p>Recommendation:</p> <p>That Council receive and note the Auditor's Report for 2017 and formally adopt the Financial Statements for the year ended 30 June, 2017.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

2017 Auditor's Report

Note the 2016/17 Financial Statements have been circulated under separate cover

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ITEM 7.5: DRAFT 2018/2019 OPERATING PLAN & BUDGET & IP&R DOCUMENTS

Note: A supplementary report will be circulated shortly

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ITEM 7.6 MATTERS FOR BRIEF MENTION OR INFORMATION ONLY

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

Summary:

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

1. 2016/17 Financial Statements – Audit Extension

A letter dated 30 November, 2017 advising of the approval for an extension of time in which to lodge the 2016/17 Financial Statements.

2. Hudson Pear Taskforce

A copy of the minutes of the Hudson Pear Taskforce meeting held on 6 March, 2018 is enclosed for Councillors' information.

3. North West LLS – 2017/18 WAP Funding

A letter dated 19 December, 2017 advising of portion (Walgett Shire) of Council's 2017/18 WAP funding totalling \$106,255.

Council is waiting for advice from the CW LLS in respect of the funding for the remaining constitutional councils.

4. Office of Local Government – CMCC Structure

A response from the Office of Local Government dated 30 November, 2017 in relation to Council's queries about Councillor Numbers and a possible Section 355 Committee structure.

The response is self-explanatory and explains the issues involving the requirements of the BIS Act, 2015.

Council needs to determine what further action it wishes to take in respect of the issues raised.

5. NSW Auditor General's Client Service Agreement.

The NSW Auditor General has verbally advised that Council's current contract auditors, Luka Group, have withdrawn from undertaking future audits and The Audit Office has appointed sub-contractors RSD Audit from Bendigo Victoria to conduct the audit for Walgett Shire Council.

RSD Audit will be on-site between the 15th and 17th May 2018 to conduct the interim audit for 17/18.

6. Coonamble Shire Council – Councillor numbers

A letter from Coonamble Shire Council dated 15 February, 2018 advising that Coonamble Shire has agreed to reducing the number of delegates from each constituent Council from two to one. Council may wish to follow this issue with the other constituent Councils.

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Matters for Brief Mention or Information Only
<p>Recommendation:</p> <p>That the above issues for brief mention or information only as detailed in the General Manager's report to the March, 2018 meeting be received and noted.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

1. OLG letter - 30 November, 2017 – audit extension.
2. Minutes of Hudson Pear Taskforce meeting held 6 March, 2018.
3. North West LLS – 2017/18 WAP Funding – letter 19 December 2017.
4. OLG letter - 4 December, 2017 – Council Structure
5. Coonamble Shire letter – 15 February 2018- reduction in Councillor Numbers

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1. OLG letter - 30 November, 2017 – audit extension



Office of
Local Government

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

RECEIVED 6 DEC 2017

Our Reference: A574311
Your Reference:
Contact: Performance
Phone: 02 4428 4100

Mr Donald Ramsland
General Manager
Castlereagh-Macquarie County Council
PO Box 664
WALGETT NSW 2832



Dear Mr Ramsland

Thank you for your facsimile of 29 November 2017, requesting a further extension for preparation and auditing of Council's 2016-17 financial statements.

I have noted Council's appointed auditor's request for an extension of time to complete its work and its advice that the delay is in no way the fault of Council.

The *Local Government Act 1993* (the Act) authorises me to grant an extension of time to a council for the preparation and auditing of annual financial statements that form part of a council's annual report (section 416(5)). Having considered the information provided to me, I have approved a further extension to 31 December 2017.

The Act does not authorise me to grant a similar extension in respect of a council's annual report, of which the audited financial statements form a part. The Act provides that a council must prepare an annual report within five months after the end of the financial year (section 428(1)) and upload a copy of the annual report to the council's website and provide a copy to the Minister for Local Government (section 428(5)). Council will need to consider, and inform me in writing, how it intends to address this issue.

Yours sincerely

Tim Hurst
Acting Chief Executive
Office of Local Government

30/11/17

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046



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2. Minutes of Hudson Pear Taskforce meeting held 6 March, 2018.

**MINUTES OF THE MEETING OF HUDSON PEAR TASKFORCE HELD AT LIGHTNING RIDGE
ON 7 March, 2018 COMMENCING AT 10:00AM**

PRESENT

Geoff Wise - Independent Chair
Don Ramsland - CMCC
Ian Woodcock – CMCC
Lesley Baker – GGSMA
Manuel Martinez – CMCC
Peter Dawson – North West LLS
Tanya Slack-Smith – Crown Lands West Region
Maxine O'Brien – LRMA
Clair Bergin – North West LLS
Andrea Fletcher-CMCC
Matt Savage – CMCC
Andrew McConnachie
Don McKenzie - MPSC



APOLOGIES

Matthew Davidson – Manager North
West LLS
Matt Sheehan
Peter Jones
Michael Day
Phil Blackmore

Hudson Pear Taskforce Minutes – 16 November 2017

Resolved:

The minutes of the Hudson Pear Taskforce meeting held at Lightning Ridge on 16 November, 2017, having been circulated, be confirmed as a true and accurate record of that meeting.

CARRIED BY CONSENSUS

4. NSW DPI - Update on Bio Control Project

Dr. Andrew McConnachie reported on progress to-date with regards the release of bio control agents for the control of various insect types for the control of cactus species, including boxing glove cactus at Hebel where a kill rate of 98% had been achieved. With regards Hudson pear, bio control bugs had now been released at two monitoring sites at Cumborah and Grawin. A massive breeding programme was underway at Orange to breed up the bugs for future release.

It was likely that the Minister would be visiting the sites during April and there is an opportunity for appropriate media coverage both before and during this visit.

Action:

That the verbal report be received and noted and Andrew be congratulated on the progress to date.

5. NW LLS – UAV Drone Mapping Exercise

Peter Dawson outlined trials held in November, 2017 noting that there was a high degree of confusion and misunderstanding of the use of drones for surveillance work.

Action:

That the verbal report be received and noted

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**MINUTES OF THE MEETING OF HUDSON PEAR TASKFORCE HELD AT LIGHTNING RIDGE
ON 7 March, 2018 COMMENCING AT 10:00AM**

6. Draft Hudson pear Mapping Update

Action being undertaken by DPI and the CMCC was detailed and it was noted that little feedback had been received following the issue being discussed at the November, 2017 meeting. Mapping was continuing.

Action:

That the verbal report be received and noted

7. Current Chemical Control Programmes Underway

Various agencies were undertaking chemical control programmes that were being reasonably accurately mapped for future monitoring and follow up.

Action:

That the verbal report be received and noted

8. General Business:

1. Peter Dawson undertook to amend the Business Plan and send out copies. A collaborative case was being prepared for Treasury.

Action:

1. A copy of the plan as is being send out to committee members
2. Taskforce members give feedback to Peter Dawson by the end of March, 2018
3. An update response be prepared by the NW LLS for the next meeting detailing progress to date
4. A half page of key points be prepared prior tom the Minister's visit in April, 2018 by Peter Dawson, Maxine O'Brien and Geoff Wise.

Agencies were requested to investigate running a free ChemCert training programme locally and seek sponsorship through local organisations

9. Contact List:

The contact list was circulated and updated where required.

10. Next Meeting

The next meeting was set down for Tuesday 18 September, 2018

11. Close

The Meeting closed at 12:35pm

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3. North West LLS – 2017/18 WAP Funding – letter 19 December 2017



Local Land
Services
North West

Mr Don Ramsland
General Manager
Walgett Shire Council

PO Box 664
Walgett, NSW 2832

RECEIVED 04 DEC 2017

19 December 2017

**NSW GOVERNMENT FUNDING – 2017-18 NSW WEEDS ACTION PROGRAM
North West Weeds Actions Program 2015-20**

Dear Mr Ramsland,

The State Weed Committee recently reviewed the proposed allocations for 2017-18 to NSW Weeds Action Program (WAP) projects and recommended to the Minister that they be approved.

The Minister has approved total funding of \$762,043 for 2017-18 for North West Weeds Actions Program 2015-20. This allocation also incorporates the Walgett Shire into the North West WAP. As with previous years, the funding focuses on delivering key outcomes from the NSW Invasive Species Plan by targeting resources where they are most effective.

North West Local Land Services has recently executed Funding Deeds with NSW DPI to secure this funding for the North West Weeds Action Program Grant for 2017-2018.

In accordance with the proportional funding distribution your Council's allocation for 2017-2018 is \$106,255.60 GST Exclusive.

In accordance with policy NWLLS will now draw up Regional funding deeds which we hope to have to you for execution in early 2018. Please note there is no GST payable on the 2017-2018 funding. In order to expedite payment to your Council it would be appreciated if you could forward a Tax Invoice for \$106,255.60 GST Exclusive to North West Local Land Services at your earliest opportunity.

Should you require any additional information regarding this Grant please contact me on (02) 67645 984 or 0427 606 265

Yours Faithfully,

Peter Dawson
Regional Weed Coordinator
North West Local Land Services

PO Box 500 Tamworth NSW 2340

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**2017-2018 Budget Allocation
NORTH WEST WEEDS ACTION PROGRAM 2015-2020**

Walgett Shire Council

NSW Weed Action Program – North West Local Land Services (Lead Agency)

YEAR 3 – 2017/2018 (ex GST)


SUMMARY SCHEDULE	Allocation for Year 3 (\$)
Agency Commitment (Council) Based on 2016-17 Actual Information - Actuals	\$108,844.31
Project Funds (WAP Grant) Based on 2017-18 original WAP Application +/- adjustments	\$106,255.60
Total Proposed Expenditure	\$215,099.91

Project Grant Funds Expenditure and Council Expenditure Distribution for Year 3	ISP Objective No. Copied from original WAP Application Key Objectives for 2017-2018	Grant Allocation for Year 3 (\$)	Council commitment for Year 3 (\$)
	1.1 High risk species and pathways identified and managed (incl. attend weed risk assessment workshop, assist with documentation, submit quarterly WAP reports)	\$450.00	\$450.00
	1.2 Develop and implement early detection capabilities (incl. attend meetings, complete WAP inspection figures)	\$450.00	\$450.00
	2.1 Timely detection of new weed incursions (incl. LCA inspection program)	\$16,350.00	\$22,944.31
	2.2 Provide a rapid response and eradicate or contain new weeds	\$1,400.00	\$1,400.00
	2.2.3 Implementation of cost sharing arrangements between agencies	\$5,000.00	\$2,000.00
	3.1 Identification and prioritisation of management programs where benefits are greatest.	-	\$7,500.00
	3.2 Provide effective and targeted on-ground control (incl. on ground control)	-	-
	4.1 Govt manages high priority invasive weeds	\$3,750.00	\$3,750.00
	4.2 Private landholders motivated to manage invasive species proactively (incl. private landholder engagement)	\$61,955.60	\$57,000.00
	4.2.2 Implement a regional communication strategy	\$1,800.00	\$1,800.00
	4.3 Increase community acceptance of and involvement in effective weed management (incl. extension program, media releases,)	-	-
	4.3.2 Increase participation of community groups	\$5,500.00	\$3,500.00
	4.3.3 Develop an introductory weeds information pack for new property owners	\$250.00	\$250.00
	4.4 Integration of invasive species management into education programs	\$250.00	\$250.00
	4.5 Increase the skill of the workforce implementing weed management (incl. training / weeds conference, accreditations)	\$2,500.00	\$2,500.00
	4.6 Ability to measure the effectiveness of invasive species management (incl. mapping, BtS compliant)	\$6,600.00	\$5,050.00
	4.8 Roles and responsibilities defined for invasive species management (incl. attending Weed Officer & Regional Weed Committee meetings, Task force meetings)	-	-
	4.10 Legislation and policies implemented	-	-
	4.11 Monitor progress of implementation plan	-	-
	4.12 Emergency response	-	-
	Total budget for Year 3	\$106,255.60	\$108,844.31

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4. OLG letter - 4 December, 2017 – Council Structure

Strengthening local government



**Office of
Local Government**

5 O'Seefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A569118
Your Reference: DR:AC
Contact: David Rolls
Phone: 02 4428 4210

Mr Donald Ramsland
General Manager
Castlereagh-Macquarie County Council
PO Box 664
WALGETT NSW 2832

Dear Mr Ramsland

Thank you for your letter of 13 October 2017 about governance arrangements for the provision of noxious weeds services in the Castlereagh Macquarie County Council's area of operations.

You have asked two questions which I answer as follows.

- Reduction in number of members

The number of members of a county council is set by its constitution.

A county council may make a proposal to the Minister for Local Government, under section 383 of the *Local Government Act 1993*, to amend its constitution.


If the Minister decides to proceed with the proposal, the Minister must publicly notify it in the county council's area of operations for at least 28 days. During this time any person affected may make representations to the Minister. After considering all representations received, the Minister may recommend to the Governor that the proposal be implemented, with or without modifications, or decline to recommend that the proposal be implemented.

If the Minister recommends to the Governor that the proposal be implemented, the governor may, by proclamation, amend the constitution of the county council accordingly.

Ideally Council should, before determining whether or not to make such a proposal, elicit the views of its constituent councils. If Council can be show that its constituent councils support the proposal, then that support will add to its weight.
- Section 355 committee

As you will be aware, section 370 of the *Biosecurity Act 2015* provides that only a council or a county council may be a local control authority for weeds under that Act. It is noted that the Act will soon be amended to allow joint organisations to be local control authorities as well. However, it is not anticipated that joint

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organisations will be in a position to become local control authorities until at least mid-2018.

Section 371 of the *Biosecurity Act* lists the functions of a local control authority in relation to the land for which it is the local control authority. Those functions are:

- a) The prevention, elimination, minimisation and management of the biosecurity risk posed or likely to be posed by weeds,
- b) To develop, implement, co-ordinate and review weed control programs,
- c) To inspect land in connection with its weed control functions,
- d) To keep records about the exercise of the local control authority's functions under the Act, and
- e) To report to the Secretary about the exercise of the local control authority's functions under the Act.

A local control authority's power to delegate its functions is prescribed by section 375 of the *Biosecurity Act*. That section authorises the local control authority to delegate any of its functions under the Act or regulations made under the Act to an officer or employee of the authority. If authorised by the local control authority, that officer or employee may sub delegate any function to another officer or employee of the authority.

Consequently, a local control authority which is a council does not have the power to delegate any of its functions under the *Biosecurity Act* to a committee under section 355 of the *Local Government Act* whether or not that committee is a committee of the local control authority or a committee of another council.

The *Biosecurity Act* does however allow local control authorities to enter into arrangements between themselves for the joint exercise of their functions. In this regard, section 374 of the *Biosecurity Act* allows a local control authority to enter into an arrangement with one or more other local control authorities under which the local control authority authorises an authorised officer appointed by another of those local control authorities to exercise its functions in relation to land for which that local authority is the local control authority.

In essence such an arrangement allows a local control authority to utilise the services of an authorised officer(s) appointed by another local control authority.

Despite such an arrangement, each such local control authority remains the local control for its area and remains responsible for the discharge of the functions of local control authority within its area.

It is therefore not possible to dissolve a county council which functions as a local control authority and replace it with a committee of a local council formed under section 355 of the *Local Government Act*.

In the event that a county council which is a local control authority under the *Biosecurity Act* was dissolved, then unless the county council's functions were to be transferred to a joint organisation, each of its constituent councils will revert to being

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the local control authority under the *Biosecurity Act* for its respective local government area.

The procedure for seeking the dissolution of a county council is the same as that for amending its constitution as outlined above.

Before contemplating dissolution, a county council must consult with the Department of Primary Industries for the purpose of seeking its views on the proposal and the alternative arrangements proposed for undertaking of weed control functions in the local government areas of the constituent councils. Those views would need to be provided with any proposal submitted to the Minister.

I trust this information is of assistance. If you require any further information on this matter please feel free to contact Mr David Rolls, Senior Lawyer of this Office on (02) 4428 4210.

Yours sincerely



Tim Hurst
Acting Chief Executive

4/12/17

CASTLEREAGH MACQUARIE COUNTY COUNCIL
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5. Coonamble Shire letter – 15 February 2018- reduction in Councillor Numbers



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

Dear Sir

REDUCE COUNCILLOR NUMBERS

At this Council's meeting on 14 February 2018 a report was tabled advising of your Council's desire to reduce the number of Councillors representing each of the constituent councils.

Coonamble Shire Council resolved (Minute No 2906):

"... that it agree to reduce the number of representatives on the Castlereagh Macquarie County Council from two per constituent council to one representative per council".

Accordingly, Mayor Michael Webb will be this Council's delegate.

Yours faithfully

A handwritten signature in black ink, appearing to read "Rick Warren", is written over a horizontal line.

RICK WARREN
General Manager

Section 2

Senior Weeds Officer's Report

ITEM 8.1: SENIOR WEEDS OFFICERS REPORT

Senior Weeds Officer Report Nov 2017 – March 2018

Firstly I would like to congratulate Ashley and Shaun on the arrival of their new baby Girl! Ashley went on maternity leave 26th January, 2018 standing in for Ash we have Elouise Sheather. A welcome goes to Mat Savage. Mat is the new assigned weed officer for the Walgett Shire.

January 22nd, 2018 I relocated to Coonabarabran with that created even a busier schedule inspecting properties, rivers and roadsides identifying a significant variety off weeds and large infestations i.e. Riverina Pear, Rope Pear, Mother of Millions, Prickly pear, Box Thorn, Opuntia Elator (Baradine), Asparagus Fern, Dog Rose, African Box Thorn, St John's Wort, Blackberry, Wild Mint, Wandering Jew, Spiney Burr Grass, Golden Dodder, Fireweed, Tree of Heaven, St Barnaby Thistle, Thornapple, Green Cestrum, large/small leave Privet, Prickly Acacia, Bathurst Burr, Johnsons Grass, Fleabane, Blue Heliotrape, Cotton Bush, Silverleaf night Shade and Honey Locust. While many of these weeds listed may vary with risk prioritisation under the biosecurity Act 2015, if a weed poses a biosecurity risk in a particular area but not the subject of any specific legislation, the general biosecurity duty still applies to manage or prevent its spread.

One weed I didn't mention which comes under our WAP funding and requires eradication is Madeira Vine (*Anredera Cordifolia*). I believe a member of the community first reported this in early 2017 however I have not found any reports of follow up. Madeira vine is common in coastal, summer – rainfall areas of NSW including margins of rainforests and is very difficult to control. On foot I have covered approx. 150 acres along the Yearinan and Dingo Creeks, Coonabarabran. This inspection required entry in six private properties and crown land.

I have followed with procedures reporting this new incursion to Phil Blackmore Invasive Species Officer Armidale and Roger Smith acting Regional Project Officer Orange. Wendy Gibney, Development Officer DPI, Wollongbar has also become involved offering funding. As mentioned this is a difficult weed to eradicate. Due to the present high density infestation covering natives, grasses and waterways I am working with Troy Brown DPI Grafton to release a biocontrol agent called *Plectoncycha correntina* (Madeira beetle). I have provided a profile on Madeira vine to answer any questions.



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I recently attended the Hudson Pear taskforce meeting at Lightning Ridge following a Hudson Pear Workshop in Grawin on Wednesday 7th and Lightning Ridge 8th March 2018. With the release of the Hudson Pear biocontrol this workshop was very important for education / awareness and to enforce the general biosecurity requirements to landowners/occupiers. I thank Peter Dawson LLS, Andrew McConnachie DPI and Wendy Gibney DPI for their tireless dedication and support. I also send a big appreciation to landowners/occupiers and the community who took the time to attend. We are hoping for a follow up workshop in April 2018 with the attendance of Niall Blair, Minister Primary Industries.

Hudson Pear at the 5 ways Coonamble escaped the containment area infesting neighbouring private properties and roadsides. Castlereagh McQuarie weed Officers have treated the area. The containment area is contracted. I have been in touch with John Nolan, Crown Lands in Dubbo who is responsible for the contract. John has since inspected the area and we will be keeping open communications.

Last year I released cochineal on Boxing Glove cactus (also known as Coral cactus), this has been very successful and I now have 2 nurseries I can distribute from. Supplying cochineal for Prickly pear and Tiger pear has also been a busy demand in Gilgandra and Walgett Shires.

Summary of meetings and training

21/11/17 Regional Weeds Officer Meeting Tamworth

28 to 30/11/17 weed officers from Gilgandra, Coonamble and Warren completed the compulsory security bridging course Dubbo

08/12/17 Central West Regional Weeds Meeting Dubbo

13/02/18 Macquarie Valley Weeds Committee Advisory meeting Kelso

22/02/18 North West Weeds officer meeting Gunnedah

01/03/18 Central West Regional Weeds Meeting Dubbo

03/03/17 Coonabarabran Show (Education / awareness display trailer)

06/03/18 Hudson Pear Taskforce meeting Lightning Ridge

07/03/18 Hudson Pear workshop Grawin

08/03/18 Hudson Pear Work shop Lightning Ridge

Coonabarabran, Walgett and Gilgandra have been inundated quoting and spray works with the Crown lands grants along with contract works for Walgett Shire Council.

Reporting for BIS is becoming more demanding which brings an opening for discussion of demand and expectations on our authorised weed officers

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
Held at Warren Shire Council Chambers
On 19th March 2018

Topic for discussion

Under our current funding the main obligation for authorised weed officers are inspections, reporting to BIS. CMCC have 5 shires with one authorised officer in each shire (Gilgandra additional weed sprayer.) How can we achieve other required duties on top of BIS reporting? How can we as authorised officers send notices to landowner/occupiers/manages when our side of the fence is just as infested?

Is there any opportunity to do more hours?

I hope we can discuss this further in the meeting.

Andrea Fletcher
Senior Weeds Officer CMCC

CASTLEREAGH MACQUARIE COUNTY COUNCIL
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ITEM 8.2: REPORTS FROM INSPECTORS

Supplementary reports will be circulated

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.**

CASTLEREAGH MACQUARIE COUNTY COUNCIL
Meeting of Council
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ITEM 9.1: GENERAL MANAGER'S POSITION

Note: A supplementary item will be submitted in relation to this matter.