

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

To be held at Gilgandra Shire Council Chambers
on 3rd December 2018

CASTLEREAGH MACQUARIE COUNTY COUNCIL



BUSINESS PAPER

Notice is hereby given, pursuant to Council's Code of Meeting Practice, that the Ordinary Meeting of Castlereagh Macquarie County Council deferred from Monday 19 November, 2018 will now be held at the Gilgandra Shire Council Chambers on Monday 3 December, 2018 commencing at 10.00 am.

Your attendance is requested.

**Don Ramsland
General Manager
21 November, 2018**

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CASTLEREAGH MACQUARIE COUNTY COUNCIL

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AGENDA - ORDINARY COUNCIL MEETING

Monday 3 December, 2018

- 1. WELCOME**
 - 2. APOLOGIES**
Motion Required to Suspend Standing Orders
 - 3. METHOD OF VOTING – ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON**
 - 4. ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON**
 - 5. DESTRUCTION OF BALLOT PAPERS**
Motion Required to Resume Standing Orders
 - 6. DECLARATION OF INTERESTS**
 - 7. CONFIRMATION OF MINUTES for Meeting held Wednesday 19 September, 2018**
 - 8. MATTERS ARISING FROM MINUTES**
 - 9. REPORT FROM CHAIRMAN**
 - 10. REPORT OF THE GENERAL MANAGER**
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11. REPORT OF THE SENIOR WEEDS OFFICER

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12. CONFIDENTIAL

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13. QUESTIONS FOR NEXT MEETING

14. CONFIRM DATE OF NEXT MEETING – Monday 19 February, 2019 at Coonamble

15. CLOSE OF MEETING

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**ITEM 3. DETERMINATION OF METHOD OF VOTING FOR ELECTION
OF CHAIRPERSON AND DEPUTY CHAIRPERSON BY MEMBERS**

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

Summary:

This report is prepared to allow Council to determine the Method of Voting for the Election of the Chairperson and Deputy Chairperson by Members.

Discussion (including issues and background):

Schedule 8 of the Local Government (General) Regulation 2005 sets out the process to be followed for the election of a Chairperson and Deputy Chairperson by Members, including the methods of voting that may be determined by a resolution of Council. The methods of voting for the election of the Chairperson and Deputy Chairperson, that Council may adopt are summarised below:

- Preferential Ballot – as per its normal interpretation the ballot papers are to contain names of all candidates and Councillors mark their votes 1, 2, 3 and so on against the various names, so as to indicate their order of preference for all of the candidates.
- Ordinary ballot – this is the usual method adopted in New South Wales. Ballots are secret with only one (1) candidate's name written on a ballot paper.
- Open Voting – this is by show of hands or similar means

Where there are two (2) candidates, the person with the higher number of votes is elected. If the ballots for the two (2) candidates are tied, the one to be elected is to be chosen by lots, with the first name out being declared elected.

Where there are three (3) or more candidates, the person with the lowest number of votes is eliminated and the process is then repeated until there are only two (2) candidates. The determination of the election would then proceed as if the two (2) were the only candidates. In the case of three (3) or more candidates where a tie occurs the one (1) to be excluded will be chosen by lot.

- Choosing by Lot – to choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the Returning Officer, the slips are folded by the Returning Officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the Returning Officer and the candidate whose name is on the drawn slip is chosen, on the basis detailed above.

* **NOTE:** Ballot has its normal meaning of secret ballot.

Relevant Reference Documents:

Schedule 8 "Election of Chairpersons of County Councils" of the Local Government (General) Regulations 2005.

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Stakeholders:

Council Members

Financial Implications:

Nil

Election of Chairperson and Deputy Chairperson
<p>Recommendation:</p> <p>That Council adopt the ordinary ballot method for the election of the Chairperson and Deputy Chairperson.</p> <p>Moved:</p> <p>Seconded:</p>

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ITEM 4. ELECTION OF CHAIRPERSON FOR ENSURING ONE (1) YEAR

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER: 09/47-03

Summary:

Section 391 of the Local Government Act 1993 states that each County Council must have a Chairperson elected in accordance with the provisions of the Act.

Discussion (including issues and background):

The role of Chairperson is defined vide Section 391A as follows:

- to preside at meetings of the county council, and
- to exercise such other functions of the county council as the county council determines.

The Chairperson for the Castlereagh Macquarie County Council is elected by the Members from among their own number. As per section 391 the appointment is for one (1) year only.

The procedures for election of Chairperson by Members under Schedule 8 of the Local Government (General) Regulation 2005 are summarised below:

- The General Manager (or a person appointed by the General Manager) is the Returning Officer.
- A Member may be nominated without notice for election as Chairperson or Deputy Chairperson.
- The nomination is to be made in writing by two (2) or more Members (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- The nomination is to be delivered or sent to the Returning Officer.
- The Returning Officer is to announce the names of the nominees at the Council meeting at which the election is to be held.
- Nomination papers have been enclosed with the business paper and may be delivered or sent to the Returning Officer either prior to or at the commencement of the Ordinary meeting.
- If only one (1) Member is nominated, that Member is elected.
- If more than one (1) Member is nominated then the election will proceed in accordance with the method of voting determined by Council, at this meeting.
- The election is to be held at the Council meeting at which the Council resolves on the method of voting.

Relevant Reference Documents:

Local Government Act 1993 Chapter 12 Part 5 Sections 383/400AA

Local Government (General) Regulation 2005 – Schedule 8

Stakeholders:

Council Members

Financial Implications:

Nil

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Election of Chairperson for Ensuring One (1) Year

Recommendation:

That the report be received and noted and the election for the position of Chairperson be held now.

Moved:

Seconded:

Attachments:

Section 391 'The Chairperson' of the Local Government Act 1993. Please refer to point (2).

LOCAL GOVERNMENT ACT 1993 - SECT 391 The chairperson

LOCAL GOVERNMENT ACT 1993 - SECT 391

The chairperson

391 THE CHAIRPERSON

(1) The chairperson of a county council is the person elected to the office of chairperson by the members of the county council from among their number.

(2) The chairperson holds office for one year, subject to this Act.

(3) The office of chairperson:

(a) commences on the day the person elected to the office is declared to be so elected, and

(b) becomes vacant when the person's successor is declared to be elected to the office, or on the occurrence of a casual vacancy in the office.

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**ITEM 4.1. ELECTION OF DEPUTY CHAIRPERSON FOR ENSURING
ONE (1) YEAR**

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

Summary:

Section 391 of the Local Government Act 1993 states that each County Council may have a Deputy Chairperson elected in accordance with the provisions of the Act.

Discussion (including issues and background):

The role of Deputy Chairperson, in the absence of the Chairperson, is defined vide Section 391A as follows:

- to preside at meetings of the county council, and
- to exercise such other functions of the county council as the county council determines.

The Deputy Chairperson for the Castlereagh Macquarie County Council is elected by the Members from among their own number. This is usually for one (1) year only.

The procedures for election of Deputy Chairperson by Members under Schedule 8 of the Local Government (General) Regulation 2005 are summarised below:

- The General Manager (or a person appointed by the General Manager) is the Returning Officer.
- A Member may be nominated without notice for election as Chairperson or Deputy Chairperson.
- The nomination is to be made in writing by two (2) or more Members (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- The nomination is to be delivered or sent to the Returning Officer.
- The Returning Officer is to announce the names of the nominees at the Council meeting at which the election is to be held.
- Nomination papers have been enclosed with the business paper and may be delivered or sent to the Returning Officer either prior to or at the commencement of the Ordinary meeting.
- If only one (1) Member is nominated, that Member is elected.
- If more than one (1) Member is nominated then the election will proceed in accordance with the method of voting determined by Council, at this meeting.
- The election is to be held at the Council meeting at which the Council resolves on the method of voting.

Relevant Reference Documents:

Local Government Act 1993 Chapter 12 Part 5 Sections 383/400AA
Local Government (General) Regulation 2005 – Schedule 8

Stakeholders:

Council Members

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Financial Implications:

Nil

Election of Deputy Chairperson for Ensuring One (1) Year
<p>Recommendation:</p> <p>That the report be received and noted and the election for the position of Deputy Chairperson be held now.</p> <p>Moved:</p> <p>Seconded:</p>

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ITEM 5. DESTRUCTION OF BALLOT PAPERS

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER: 09/47-03

Summary:

Where elections are held, following the conduct of those annual elections, it is appropriate to pass a motion authorising the destruction of ballot papers.

Discussion (including issues and background):

Over the years it has become accepted practice that any ballot papers used in the annual elections be destroyed and a resolution of Council is required to formalise this process.

Relevant Reference Documents:

Local Government Act 1993 Chapter 12 Part 5 Sections 383/400AA

Local Government (General) Regulation 2005 – Schedule 8

Stakeholders:

Council Members

Financial Implications:

Nil

Destruction of Election Ballot Papers
<p>Recommendation:</p> <p>That any ballot papers used in conjunction with the annual elections now be destroyed.</p> <p>Moved:</p> <p>Seconded:</p>

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ITEM 7. CONFIRMATION OF MINUTES

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER: 09/47-03

Summary:

To confirm the minutes of the meeting of Castlereagh Macquarie County Council held at Lightning Ridge on Wednesday 19 September, 2018.

Confirmation of Minutes of Meeting held on 19 September, 2018.
<p>Recommendation:</p> <p>That the minutes of the meeting of Castlereagh Macquarie County Council, held at Lightning Ridge on Wednesday 19 September, 2019 and having been circulated, be confirmed as a true and accurate record of that meeting.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Meeting Minutes – 19th September 2018 – Lightning Ridge Bowling Club

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CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT THE LIGHTNING RIDGE BOWLING CLUB ON WEDNESDAY 19 SEPTEMBER 2018 COMMENCING AT 9.30AM

PRESENT: Ctrs M.Webb (Chairman), P. Shinton, B. Fisher, I. Woodcock, M.Martinez, R.Lewis and G. Peart.

ABSENT: Ctrs D. Batten, A. Brewer and M. Beach

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

1. **WELCOME:** Ctr Webb welcomed all councillors and staff to the meeting.
2. **APOLOGIES:** Ctr D. Batten, A. Brewer and M. Beach.

09/18/1 Resolved:

That apologies from D.Batten, A. Brewer and M.Beach be accepted and leave of absence be granted.

Moved: Ctr Fisher
Seconded: Ctr Woodcock

Carried

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

09/18/2 Resolved:

That the minutes of the Castlereagh Macquarie County Council meeting held at Coonabarabran on Monday 25 March, 2018, having been circulated, be confirmed as a true and accurate record of that meeting.

Moved: Ctr Shinton
Seconded: Ctr Peart

Carried

5. MATTERS ARISING FROM MINUTES

5.1 – Access to GIS data.

Contact has been made with the constituent councils to access up to date data from each council's GIS data base.

5.2 – Letters to State Agencies

Once Council has access to the latest GIS data base for each agency, contact will be made to arrange to gain access for regular inspection purposes

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5.3 – Regulations relating to the transportation of hay/fodder

The regulations for the transportation of hay/fodder vary from state to state. Once the drought breaks Council will need to educate landholders to identify new or unfamiliar weed incursions and monitor the outcomes of control measures.

6. CHAIRMAN'S REPORT

Owing to the fact that the Chairman has been away in Sydney receiving medical treatment there was no Chairman's Report presented to the meeting

Item 7.1 Reconciliation Certificates 30 June, 2018, 31 July, 2018 and 31 August, 2018,

Recommendation: That the Statement of Bank Balances as at 30 June, 2018, 31 July, 2018 and 31 August, 2018 be received and noted.

09/18/3 Resolved:

That the Bank Reconciliations as at 30 June, 2018, 31 July, 2018 and 31 August, 2018, be received and noted.

Moved: Clr Peart

Seconded: Clr Lewis

Carried

Item 7.2 Quarterly Budget Review Statement – Period Ended 29 June, 2018

Recommendation: That the Quarterly Budget Review Statement for the period ended 29 June, 2018 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

09/18/4 Resolved:

That the Quarterly Budget Review Statement for the period ended 29 June, 2018 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

Moved: Clr Martinez

Seconded: Clr Fisher

Carried

Item 7.3. Annual Financial Statements – 2017/18

Recommendation:

1. The Draft Annual Financial Reports for 2017/18 be referred to Council's Auditor.
2. The Chairperson, another Councillor, the General Manager and Finance Officer be authorised to sign the necessary Financial Statements.

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3. On receipt of the Audited Report, a copy be forwarded to the Office of Local Government and the Australian Bureau of Statistics.
4. Council delegate to the General Manager the authority to set the date at which the Auditor's Report and the Financial Statements be presented to the public, additionally to be reviewed/adopted by Council as formally required, subject to Section 418 of the Local Government Act 1993 and its requirements

09/18/5 Resolved:

1. The Draft Annual Financial Reports for 2017/18 be referred to Council's Auditor.
2. The Chairperson, another Councillor, the General Manager and Finance Officer be authorised to sign the necessary Financial Statements.
3. On receipt of the Audited Report, a copy be forwarded to the Office of Local Government and the Australian Bureau of Statistics.
4. Council delegate to the General Manager the authority to set the date at which the Auditor's Report and the Financial Statements be presented to the public, additionally to be reviewed/adopted by Council as formally required, subject to Section 418 of the Local Government Act 1993 and its requirements

Moved: Clr Woodcock

Seconded: Clr Peart

Carried

Item 7.4 Review - Organisational Action Plan – September, 2018

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.

09/18/6 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 Shinton

Seconded: Clr Woodcock

Carried

Item 7.5 Quarterly Budget Review Statement – Period Ended 31 August, 2018

Recommendation: That the Quarterly Budget Review Statement for the period ended 31 August, 2018 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

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09/18/7 Resolved:

That the Quarterly Budget Review Statement for the period ended 31 August, 2018 be received and noted and the recommended variations to the revised budget as detailed in the attached statement be adopted.

Moved: Cllr Fisher

Seconded: Cllr Lewis

Carried

Item 7.6 Review of Council's Insurances – 2018/19

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

09/18/8 Resolved:

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

Moved: Cllr Peart

Seconded: Cllr Fisher

Carried

Item 7.7 CMCC Work Health and Safety (WH&S) – 2018/19

Recommendation: That the General Manager's Report in respect of the StateCover self-audit process be received and noted.

09/18/9 Resolved:

That the General Manager's Report in respect of the StateCover self-audit process be received and noted.

Moved: Cllr Shinton

Seconded: Cllr Fisher

Carried

Item 7.8. Matters for Brief Mention or Generally for Information Only

Recommendation: That the five issues for brief mention or information only as detailed in the General Manager's report to the September, 2018 meeting be received and noted.

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09/18/10 Resolved:

That the five issues for brief mention or information only as detailed in the General Manager's report to the September, 2018 meeting be received and noted and Council approach the North West LLS to retain an independent Chairperson for the Hudson Pear Taskforce and for the position to be funded from Council's annual WAP funding allocation

Moved: Clr Fisher

Seconded: Clr Woodcock

Carried

8. SENIOR WEEDS OFFICER'S REPORT

Item 8.1. Senior Weeds Officer's Report

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

09/18/11 Resolved:

That Council receive and note the Senior Weeds Officer's report for September, 2018

Moved: Clr Webb

Seconded: Clr Woodcock

Carried

No Weeds Officers' reports were available because of technical difficulties with new reporting tablets.

9. CONFIDENTIAL COMMITTEE

Move into Confidential Committee

09/18/12 Resolved:

That at 10.30 am Council move into Confidential session and that the public be excluded from the meeting pursuant to Section 10A (2) (c) of the Local Government Act 1993 on the basis that the matters being considered are in relation to matters that are commercial in confidence

Moved: Clr Webb

Seconded: Clr Fisher

Carried

9.1 Submissions in relation to Weeds Control Funding post Drought Conditions

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Councillor Woodcock left the meeting at 10.55 am and did not return

09/18/13 Recommendation:

1. That an estimate be prepared for the cost of treating and monitoring 1000 ha over a five year period as a basis for future grant applications.
2. Council issue an invitation to the Federal and State Ministers for Agriculture through our local members to inspect weed control problems in respect of key parts of the County area.
3. If possible the inspections be undertaken before the drought breaks.
4. The inspections be held before Christmas in the November/December period.
5. A motion be prepared and submitted for consideration at the NSWLG Annual Conference seeking funding on an industry wide basis to combat new weed issues which arise because of the import of hay/fodder from other areas including interstate during the drought.

Moved: Carried

9.2 Move out of Confidential Committee

09/18/14 Resolved:

That Council move out of Confidential Committee at 10.58 am

Moved: Clr Martinez

Seconded: Clr Peart

Carried

9. Adoption of Confidential Committee Recommendation

09/18/15 Resolved:

That Council adopt the Committee recommendation:

1. That an estimate be prepared for the average cost of treating and monitoring 1000 ha parcel of land over a five-year period as a basis for future grant applications.
2. Council issue an invitation to the Federal and State Ministers for Agriculture, through our local members, to inspect major weed control problems in respect of key parts of the County area.
3. If possible the inspections be undertaken before the drought breaks.
4. That the inspections be held before Christmas in the November/December period
5. A motion be prepared and submitted for consideration at the NSWLG Annual Conference seeking funding on an industry wide basis to combat new weed issues which arise because of the import of hay/fodder from other areas including interstate during the drought.

Moved: Clr Peart

Seconded: Clr Martinez

Carried

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CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

GENERAL BUSINESS

Nil

MEETING

The next meeting is now scheduled for Monday 19 November, 2018 at Coonamble.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 11.03 am

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

CHAIRMAN

GENERAL MANAGER

CASTLEREAGH MACQUARIE COUNTY COUNCIL

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General Manager's Report

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**ITEM 10.1. RECONCILIATION CERTIFICATE – 30 SEPTEMBER AND
31 OCTOBER, 2018**

RECONCILIATION CERTIFICATE 30 September 2018

Reconciled Ledger Accounts for 30 September 2018 are as follows:

Balance of Ledger – 1-1110

Balance 31/08/2018	\$337,785.63
Plus Receipts	\$235,441.89
Less Payment	\$49,096.90
	<u>\$524,130.62</u>

Balance of Bank Accounts

Balance 30/09/2018	\$524,130.62
Less: Outstanding Cheques	
Nil	\$0.00
	<u>\$524,130.62</u>

ELE Reserve Balance	1-1210	30/09/2018	\$107,819.22
Plant Reserve	1-1220	30/09/2018	\$9,000.00
Debtors Balance	1-1310	30/09/2018	\$347,319.19
Stores Balance	1-1410	30/09/2018	\$32,184.40

Debtors:

Karren Foran	Inv 9016	5/2/18	178.99
Gilgandra Shire Council	Inv 9040	19/9/18	115,713.40
Walgett Shire Council	Inv 9043	19/9/18	115,713.40
Warrumbungle Shire Council	Inv 9042	19/9/18	115,713.40

Total **\$347,319.19**

Recommendation:

The Statement of Bank Balances as at 30 September 2018 be received & adopted.

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RECONCILIATION CERTIFICATE 31 October 2018

Reconciled Ledger Accounts for 31 October 2018 are as follows:

Balance of Ledger – 1-1110

Balance 30/09/18	524,130.62
Plus Receipts	234,038.55
Less Payment	101,344.48
	<u>\$656,824.69</u>

Balance of Bank Accounts

Balance 31/10/2018 #273228001484	\$656,824.69
Less: Outstanding Cheques	
Electronic Payment Payroll Ded Oct 2018 31/10/18	\$15,556.94
	<u>\$641,267.75</u>

ELE Reserve Balance	1-1210	31/10/2018	\$107,819.22
Plant Reserve	1-1220	31/10/2018	\$9,000.00
Debtors Balance	1-1310	31/10/2018	\$119,753.39
Stores Balance	1-1410	31/10/2018	\$32,184.40

Karren Foran	Inv 9016	5/02/18	178.99
RMS – Narrabri	Inv 9051	6/09/18	2,876.50
Warrumbungle Shire Council	Inv 9042	19/09/18	115,713.40
Macquarie Valley Weeds Committee	Inv 9045	10/10/18	984.50
Total			\$119,753.39

Recommendation:

The Statement of Bank Balances as at 31 October 2018 be received & adopted.

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ITEM 10.2. QUARTERLY BUDGET REVIEW STATEMENT AS AT 30 OCTOBER 2018

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

An analysis of Council's actual income and expenditure to 31 October, 2018 has now been completed and a revised budget result forecast for the year ending 30 June, 2019 has been prepared showing the anticipated result on present trends.

These results are summarised as follows:

	Budgeted Surplus/(Loss) \$	Revised Budget Surplus/(Loss) \$	Forecast Budget Surplus / (Loss)\$
Revised Operating budget result	\$122,003	\$(10,906)	\$111,097
Capital Budget result	(\$75,788)	nil	(\$75,788)

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.

Council's part-time General Manager continues to operate remotely and the work load has proved to be higher than expected. However, this aspect continues to be monitored to ensure appropriate accounting controls remain in place. A higher level of responsibility is being placed on the Senior Weeds Officer to undertake the necessary checks and balances in respect of staff control and day to day expenditure.

Walgett Shire continues to provide administrative support and the nominated officer returned from maternity leave in early October, 2018.

The purchase or replacement of some office equipment is still being investigated and will be the subject of a report to the March, 2018 meeting.

Current Position:

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

However in summary, and in view of the fact that this is only the second quarterly report in respect of 2018/19, variations are only minor.

These variations reveal a small net operating budget deficit for the period of \$10,906 after provision has been made for depreciation of \$45,000.

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

To be held at Gilgandra Shire Council Chambers
on 3rd December 2018

This result is in line with the expectations voiced at the time of adopting the 2018/19 budget and operational plan at the June, 2018 meeting.

This QBRS sets out the recommended changes to the revised budget of \$10,906 net. These are listed on the budget worksheet and relate to mainly to changes in private works income, staff training, advertising, depot expenses and printing/stationery. Works carried forward from 2017/18 were flagged at the last review.

However, additional expenses will be incurred to support the construction of Hudson pear monitoring facilities as well as making a contribution to proposed subsidised ChemCert training for local landholders.

A separate page with reference to our updated key performance ratios and required declarations in respect of contractual arrangements, consultancies and legal expenses is also included. Our exact key performance details are now set out with our financial statements for 2017/18 which have been audited.

After allowing for capital income/expenditure Council will operate at an estimated overall surplus in 2018/19 of \$35,309 after allowing for depreciation.

Council's surplus of \$297K achieved in 2017/18 will be the subject of a further report to Council's next meeting early in the New Year when a clearer position the season is having on property inspection and road side spraying activities will be available. The appointment of an additional weeds officer to cover the Walgett Shire area is taking a little longer than expected and the position is currently being re-advertised.

The announcement of WAP 1520 funding for 2018/19 is expected within days and is likely to be in line with the same amount as received in 2017/18.

It is anticipated that Council will continue to attract a reasonable level of private works which, if appropriate, will be undertaken using casual/contract resources.

The planning for the construction of new depot facilities at Coonamble is progressing along with the purchases provided for plant replacement in 2018/19. It is also intended to acquire remote monitoring equipment for our field staff in the near future to address possible WH&S issues when they are working alone at a distance from major towns.

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 continues to monitor developments with regards the establishment of Joint Organisations as outcomes in this area could impact on the 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.

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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 further cuts could impact unfavourably on Council's bottom line.

Legal Issues:

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

Alternative Solutions/Options:

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

Conclusion:

Council's ongoing actions are aimed at rectifying the financial downturn that was compounded by significant operating losses over the last decade. To date, the measures seem to be working quite satisfactorily but the situation needs to be regularly monitored to identify if and when any further action is required to maintain our viability, sustainability and affordability.

Quarterly Budget Review Statement as at 30 October, 2018

Recommendation:

That the Quarterly Budget Review Statement the period ended 31 October, 2018 be received and noted, the recommended variations to the revised budget as detailed in the attached statement be adopted.

Moved:

Seconded:

Attachments:

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

Attachment B - Quarterly Budget Review Statement as at 31 October, 2018

Attachment C - Cash Flow Statement as at 31 October, 2018

Attachment D - Quarterly Budget Review Statement 31 October, 2018 – Operating Budget – Detailed Breakdown

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

Statement by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for the Castlereagh Macquarie County Council for the period ended 31 October, 2018 indicates that Council's projected financial position as at 30 June, 2019 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 November, 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: 10 November, 2018

Don Ramsland - Responsible Accounting Officer – Castlereagh Macquarie County Council

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Attachment B - Quarterly Budget Review Statement as at 31 October, 2018

Recommended Changes to Revised Budget

A. Revenue Income (net)	\$ \$
Adjustment of Private Works income	\$3,917
Total – Revenue Income Adjustments	\$ 3,917
Revenue Expenditure (net)	
Adjustment of Advertising Expenses	\$ 2,070
Printing and Stationary Costs	\$ 3,249
Regional Meeting Expenses	\$ 925
Compassionate Leave Expense	\$ 561
Staff Training Expenses	\$ 2,000
Destruction of Weeds Expenses (net)	\$ 30
Additional Private Works Expenses	\$ 1,966
Additional Depot Expenses	\$ 4,023
Total Revenue Expense Adjustments	\$14,824
Net Increase in Operating Surplus	\$10,907
B. Capital Income Adjustments (net)	Nil
C. Capital Expenditure Adjustments (net)	Nil
Total – Capital Adjustments	Nil
Net decrease in Surplus	\$10,907

Budget Review - Key Performance Indicators Statement

- 1. Unrestricted Current Ratio – 7.73:1** (1 July, 2018)
- 2. Debt Service Ratio – Nil:1** (1 July, 2018)
- 3. Building and Infrastructure Renewal Ratio** - as a 1 July, 2018 this ratio was 0.00% as Council had made no provision for assets renewals
- 4. Cash Expense Cover Ratio – 9.13 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 31 October, 2018

			Actual	Actual	Actual	Actual	Actual	Estimate
			2014	2015	2016	2017	2018	2019
Cash Flows from Operating Activities								
<u>Receipts</u>								
User Fees and Charges			10	15	29	38	61	23
Investment and Interest Revenue			5	6	6	6	7	4
Grants and Contributions			1013	940	823	878	867	827
Bonds, Deposits and Retention amounts			-	-				
Other			201	132	120	101	99	156
<u>Payments</u>								
Employee Benefits and Oncosts			-1037	-900	-626	-591	-591	-679
Materials and Contracts			-89	-78	-26	-27	-32	-26
Other			-221	-198	-226	-220	-168	-136
Net Cash provided/used in Operating Activities			-118	-83	100	185	243	169
Cash Flows from Investing Activities								
<u>Receipts</u>								
Sale of Infrastructure, Property, Plant and Equipment			2	414	16	5	11	15
<u>Payments</u>								
Purchase of Infrastructure, Property, Plant and Equipm			-	9	-69	-64	-66	-54
Investments			-	-				
Net Cash provided/used in Investing Activities			2	423	-53	-59	-55	-39
Cash Flows from Financing Activities								
<u>Receipts</u>								
Proceeds from Borrowings and Advances			250	-	0	-	0	
Transfer from Plant Reserve								
<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	76	188	208
add Cash and Cash Equivalents - beginning of year			17	151	391	338	414	414
Cash and Cash Equivalents - end of year			151	391	338	414	602	622
Investments on hand - end of year			-	-				
Total Cash, Cash Equivalents and Investments			151	391	338	414	602	622

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Attachment D - Quarterly Budget Review Statement 31 October, 2018 – Operating Budget – Detailed Breakdown

		revised	adopted												
		estimate	budget	Amendments					Revised	YTD	remainder	projected	further	%	
		2017/18	2018/19	01-07-18	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Budget	31/10/18	of year	for year	variance		
INCOME															
Administration															
DPI - MVWAC Grant															
DPI - NW LLS WAP Grant		106,256	108,700						108,700		108,700	108,700		0.00	
DPI - CW LLS WAP Grant		188,174	192,502						192,502		192,502	192,502		0.00	
Weed Certificates		5,000	4,000						4,000	1,066	2,934	4,000		26.65	
Constituent Council Contribs		514,145	525,970						525,970	525,970	0	525,970		100.00	
Interest on Investments		5,000	3,500						3,500	1,325	2,175	3,500		37.86	
Property Insurance Rebate		3,000	3,000						3,000	2,084	916	3,000		69.47	
Vehicle Insurance Adj		1,500	1,500						1,500		1,500	1,500		0.00	
WH&S Incentive Rebate		5,000	5,000						5,000		5,000	5,000		0.00	
Workers Comp Incentive payment		832	515						515		515	515		0.00	
MV Claim discount		2,580	2,580						2,580		2,580	2,580		0.00	
Jury Duty		-	-											0.00	
Administration - Total		831,487	847,267						847,267	530,445	316,822	847,267		62.61	
Destruction of Weeds															
Con't from Constituent Councils														0.00	
Mesquite Control - Grant														0.00	
Parthenium Weed - Grant														0.00	
Parkinsonia - Grant														0.00	
Destruction of Weeds - Total														0.00	
Private Works															
Private Works Income														0.00	
Bre Shire - Private Works														0.00	
Coonamble Private Works														0.00	
Warrumbungle Shire Private Works		7,762								2,615		2,615	2,615	100.00	
Warren Private Works					327				327	327		327	-	100.00	
Walgett Shire Private Works		28,076						-		1,302		1,302	1,302	100.00	
Gilgandra Private Works		1,970											-	0.00	
WLC (HP)									-				-	0.00	
Walget Shire - HP									-				-	0.00	
North West LLS - Parkinsonia		37,727		8,181					8,181		8,181	8,181	-	0.00	
Western CMA (HP)									-		-	-	-	0.00	
Western LLS (HP) S/R Analysis									-		-	-	-	0.00	
North West LLS Pamphlet Project				8,181					8,181		8,181	8,181	-	0.00	
NW LLS - H P Bio Control Project		10,000			4,535				4,535		4,535	4,535	-	0.00	
DLWC - 5 ways									-		-	-	-	0.00	
DPI HP PRMF Project VSS		11,818							-		-	-	-	0.00	
DPI HP PRMF Project R 7623 LR		9,091	39,207	- 39,207					-		-	-	-	0.00	
DPI HP PRMF Project R7623 Cbh		5,000	14,184	- 14,184					-		-	-	-	0.00	
DPI HP VSS Fire Trails				1,737					1,737		1,737	1,737	-	0.00	
Agency Commissions											-	-	-	0.00	
Sale of Parts etc											-	-	-	0.00	
Private Works - Total		111,444	53,391	16,362	- 46,792				22,961	4,244	22,634	26,878	3,917	15.79	
Other Income															
Plant Income		120,000	140,000						140,000	47,802	92,198	140,000		34.14	
profit on sale of plant		10,908												0.00	
Const Council Advances		-	-											0.00	
Other Income - Total		130,908	140,000						140,000	47,802	92,198	140,000		34.14	
Revenue Income - Total		1,073,839	1,040,658	16,362	- 46,792				1,010,228	582,491	431,654	1,014,145	3,917	57.44	

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		revised	adopted												
		estimate	budget	Amendments					Revised	YTD	remainder	projected	further	%	
		2017/18	2018/19	01-07-18	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Budget	31/10/18	of year	for year	variance		
EXPENDITURE															
Administration Costs															
General Manager's Salary		22,583	25,000						25,000	8,333	16,667	25,000		33.33	
Clerical Assistance														0.00	
Commission on auction sale														0.00	
Contract Administrative Support		35,000	35,875						35,875		35,875	35,875		0.00	
MVWAC - Project Officer Costs		5,446	5,446						5,446		5,446	5,446		0.00	
Orange CC - Weeds Coord cont		20,610	21,125						21,125		21,125	21,125		0.00	
IPR Costs		318	328						328		328	328		0.00	
Regional Meeting Expenses		6,842	2,500						2,500	2,425	1,000	3,425	925	70.80	
BioSecurity Info Expenses									-		-	-		0.00	
Travelling		2,000	2,000						2,000		2,000	2,000		0.00	
Audit Fees		10,500	10,815						10,815		10,815	10,815		0.00	
Advertising		3,990	2,814						2,814	3,384	1,500	4,884	2,070	69.29	
Printing & Stationary		2,575	2,652						2,652	4,401	1,500	5,901	3,249	74.58	
Postage & Freight		1,083	1,115						1,115		1,115	1,115		0.00	
Storage Rental		2,800	2,884						2,884	1,400	1,484	2,884		48.54	
Telephone		8,280	8,528						8,528	2,286	6,242	8,528		26.80	
Bank Charges		600	619						619	259	360	619		41.84	
Legal Expenses		530	546						546		546	546		0.00	
Sundry Expenses		-	-						-		-	-		0.00	
Computer Bio Security System		10,691	11,012						11,012	3,528	7,484	11,012		32.04	
security services		-	-						-		-	-		0.00	
office cleaning		-	-						-		-	-		0.00	
sundry admin expenses		2,500	2,500						2,500		2,500	2,500		0.00	
web site costs		1,500	1,500						1,500		1,500	1,500		0.00	
Subscription - Shires Assoc		2,758	2,841						2,841	100	2,741	2,841		3.52	
Administration Costs - Total		140,606	140,101						140,101	26,116	120,229	146,345	6,244	17.85	
Insurance Costs															
Fidelity Gaurantee		1,435	1,478	-	50				1,428	1,428		1,428	-	100.00	
Public Liability & Prof Indemnity		24,900	25,647	-	867				24,780	24,780		24,780	-	100.00	
Accumulated Sick Leave		830			996				996	996		996	-	100.00	
Property Insurance		4,975	5,124		825				5,949	5,949		5,949	-	100.00	
State Cover Capital Levy		1,343	1,383						1,383		1,383	1,383	-	0.00	
Personal Accident		1,946	2,004		127				2,131	2,131		2,131	-	100.00	
Councillor's and Officers' Liability		9,808	10,102	-	342				9,760	9,760		9,760	-	100.00	
Motor vehicle liability		7,510	7,735		1,118				8,853	8,853		8,853	-	100.00	
Insurance Costs - Total		52,747	53,474		1,807				55,281	53,897	1,383	55,280	-	97.50	
Governance Costs															
Chairperson's Allowance		3,686	2,427						2,427	607	1,820	2,427		25.01	
Councillors' Meeting Fees		20,455	11,333						11,333	2,833	8,500	11,333		25.00	
Councillors' Travelling		4,774	4,917						4,917	208	4,709	4,917		4.23	
Councillors' Subsistence - CMCC Mtgs		4,624	4,751						4,751	192	4,559	4,751		4.04	
CMCC Meeting Expenses		2,245	2,313						2,313	594	1,719	2,313		25.68	
Insurance Members Accident									-		-	-		0.00	
Governance Costs - Total		35,784	25,741						25,741	4,434	21,307	25,741		17.23	

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		revised estimate 2017/18	adopted budget 2018/19												
				01-07-18	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		Revised Budget	YTD 31/10/18	remainder of year	projected for year	further variance	%
Employee Overheads															
Redundancy - Termination Pay															0.00
Redundancy - Annual Leave															0.00
Redundancy - Long Service Leave															0.00
Provision for ELE - retirement		55,000													0.00
Annual Leave		30,745	30,176							30,176	2,245	27,931	30,176		7.44
Long Service Leave		9,399	10,678							10,678		10,678	10,678		0.00
Sick Leave		12,828	12,500							12,500	2,331	10,169	12,500		18.65
compassionate leave		762									561		561	561	100.00
Union Picnic Day		512									513		513	513	100.00
Public Holidays NEI		13,061	13,453							13,453	1,938	11,002	12,940	-	513 14.98
Jury Duty															0.00
Superannuation		45,851	34,000							34,000	12,317	21,683	34,000		36.23
Workers Compensation		10,500	10,500							10,500	2,547	7,953	10,500		24.26
Staff Medical expenses															0.00
Protective Clothing		1,350	1,074							1,074	566	508	1,074		52.70
Allowances Disability/Climatic		1,549	1,588							1,588	347	1,241	1,588		21.86
Staff Training		20,603	15,000							15,000	13,810	3,190	17,000	2,000	81.24
Sub -Total - Employee Overheads		202,160	128,968							128,968	37,175	94,354	131,529	2,561	28.26
Sub Total Administrative Overheads		431,297	348,285		1,807					350,092	121,622	237,274	358,896	8,804	33.89
On-cost Recovery															
Employee Overheads - Total															
Destruction of Weeds															
WAP 1520 Grant - Supervision - WOs			7,654							7,654	6,084	1,570	7,654	-	79.49
WAP 1520 Grant - Property Inspections		79,950	80,000							80,000	48,054	96,946	145,000	65,000	33.14
WAP 1520 Grant - Other Costs - Cnl Roads		88,150	85,000							85,000	45,329	39,671	85,000	-	53.33
WAP 1520 Grant expenses - HR - Roads											32,042	27,958	60,000	60,000	53.40
WAP 1520 Grant expenses - HR - TSRs											256	9,744	10,000	10,000	2.56
WAP 1520 Grant expenses - HR - WC											841	7,659	8,500	8,500	9.89
WAP 1520 Grant expenses - HR - Rail											3,038	2,962	6,000	6,000	50.63
WAP 1520 Grant Expenses - HR - n, s, o											225	4,775	5,000	5,000	4.50
WAP 1520 Grant Expenses - H P T'force Admin		5,000								-	1,456	3,544	5,000	5,000	29.12
WAP 1520 Grant Expenses - Other		205,000	165,000							165,000		2,500	2,500	- 162,500	
Casual/Contract Spraying		40,000	50,000							50,000		50,000	50,000	-	0.00
Fruit Fly Control		-	-							-		-	-	-	0.00
Mesquite Contol Program		562								-		-	-	-	0.00
Parthenium Weed Control		1,025								-	30		30	30	100.00
Parkinsonia Weed Control		22,636	18,000							18,000	4,860	13,140	18,000	-	27.00
Field Day Expenses		8,216	7,000							7,000	5,900	1,100	7,000	-	84.29
Weed Control Publicity		-	-							-	1,570	1,430	3,000	3,000	52.33
Destruction of Weeds - Total		450,539	412,654							412,654	149,685	262,999	412,684	30	36.27
Private Works															
Cost of Private Works		-	-							-		-	-	-	0.00
Bre Shire - Private Works										-		-	-	-	0.00
Sundry Private Works										-		-	-	-	0.00
Warrumbungle Shire - Cost of Private Works		1,533								-	1,423		1,423	1,423	100.00
Gilgandra Shire - Cost of Private Works		3,138			104					104	104		104	-	100.00
Walgett Shire - Cost of Private Works		18,962								-	543		543	543	100.00
Coonamble - Private Works		750			396					396	396		396	-	100.00
Warren Shire - Cost of Private Works		60								-		-	-	-	0.00
Walgett Shire - HP										-		-	-	-	0.00
North West LLS - Promotional Pamphlet		-	-	7,500						7,500		7,500	7,500	-	0.00
North West LLS - Parkinsonia Project		-	-	7,500						7,500	3,172	4,328	7,500	-	42.29
North West LLS Bio Control Project		-	-		4,545					4,545		4,545	4,545	-	0.00
North West LLS (HP) Pgmes		-	-							-	530	530	-	-	0.00
DLWC - 5 ways		8,488	1,000	-	1,000					-			-	-	0.00
DPI HP PRMF Project VSS		7,091								-		-	-	-	0.00
DPI HP PRMF Project 7623 LR		5,455	39,207		- 39,207					-			-	-	0.00
DPI HP PRMF Project R7623 Cbh		5,000	14,184		- 14,184					-			-	-	0.00
Agency Expenses		-	-							-		-	-	-	0.00
Cost for the Sale of Parts etc		3,329	1,500							1,500		1,500	1,500		0.00
Private Works -Total		53,806	55,891	15,000	- 49,346					21,545	6,168	17,343	23,511	1,966	26.23
Other Expenses															
Depot Expenses		10,000	6,435							6,435	6,458	4,000	10,458	4,023	61.75
Plant Expenses		52,103	52,500							52,500	20,853	31,647	52,500	-	39.72
Depreciation		30,000	45,000							45,000		45,000	45,000	-	0.00
Refund - Const Council Advances		-	-							-		-	-	-	0.00
Other Expenses -Total		92,103	103,935							103,935	27,311	80,647	107,958	4,023	25.30
Revenue Expenses - Total		1,027,745	920,765	15,000	- 47,539					888,226	304,786	598,263	490,365	14,823	62.15
Net Operating Surplus/(Deficit) after Deprecn		46,094	119,894	1,362	747					122,003	277,705	- 166,608	111,097	- 10,906	

CASTLEREAGH MACQUARIE COUNTY COUNCIL

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CAPITAL BUDGET FOR 2018/19 as at 31 October, 2018														
			revised	adopted	Amendments				Revised	YTD	remainder	projected	further	%
			estimate	budget	01-07-18	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Budget	31/10/18	of year	for year	variance
			2017/18	2018/19										
Capital Income														
Sale/Trade in of Plant Assets				15,000						15,000		15,000	15,000	-
Sale of Depot Facilities (Coonamble, Coon'bran)		3,000								-		-	-	-
profit on sale of surplus assets (Equipment)		10,000								-		-	-	-
Transfer from Plant Reserve		11,174								-		-	-	-
Transfer from ELE		55,000								-		-	-	-
Capital Income - Total		79,174		15,000						15,000		15,000	15,000	-
Capital Expenditure														
Office Equipment		5,000								-		-	-	-
Minor Building Improvements			4,000							4,000		4,000	4,000	-
Provision for Depot facility - Coonamble			20,000							20,000		20,000	20,000	-
New Vehicles - Nett		64,174	41,250							41,250		41,250	41,250	-
Small Plant, Tools, Radios		2,000	3,000							3,000		3,000	3,000	-
Transfer to ELE Reserve		9,399	9,634							9,634		9,634	9,634	-
Transfer to Plant Reserve		12,614	12,904							12,904		12,904	12,904	-
Capital Expenditure - Total		93,187	90,788							90,788		90,788	90,788	-
Net Capital Surplus/(Deficit)		- 14,013	- 75,788							- 75,788		(75,788)	- 75,788	-
<u>Estimated Budget Results as at 30 June, 2019</u>														
Total Income		1,153,013	1,055,658							1,025,228	582,491	446,654	1,029,145	3,917
Total Expenditure		1,120,933	1,011,553							979,014	304,786	689,051	581,153	14,823
Net Total Surplus/(Deficit)		32,080	44,106							46,215	277,705	- 242,396	35,309	- 10,906
% of Income		2.78	4.18							4.51			3.43	
check		32,080	44,106							46,215			447,993	- 10,906
<u>Estimated Budget Results for Ten Year Plant - Reserves as at 30 June, 2019</u>														
Retained Earnings/Asset Reval Res		819,000	863,106							865,215			854,309	
% retained earning to total inc.		71.03	81.76							84.39			83.011	
ELE Reserve		107,819	117,453							117,453			117,453	
Plant Reserve		9,000	21,904							21,904			21,904	

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ITEM 10.3. PRESENTATION OF AUDITOR'S REPORT/FINANCIAL STATEMENTS – 2017/2018

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

To present the 2017/18 Audited Financial Statements and Auditor General's Report.

Background:

Vide Division 2 of Part 3 - Financial Management of the Local Government Act, 1993, Councils are required to prepare financial reports for each year and refer them for audit as soon as practicable within 4 months after the end of the year concerned.

Council's Auditor – The Auditor General – must prepare two reports:

- a report on the "general purpose" financial statements and
a report on the conduct of the audit

Council must present its audited financial reports, together with the Auditor General's report, at a meeting of the Council held on the date fixed for the meeting. Public notice must be given of the date of the meeting at which Council proposes to present its audited financial reports, together with the Auditor General's report, to the public.

Current Position:

The Audited 2017/18 Financial Statements and Auditor General's Report have been circulated under separate cover and will also be tabled at the meeting.

The Auditor General's Report on the 2017/18 Financial Statements is an "unmodified opinion – meaning that the auditor has expressed the opinion that the financial statements are presented, In all material respects, in accordance with applicable financial reporting framework

A public advertisement was placed in local newspapers circulating in the County Area and was placed on Council's website during the week ending 23 November, 2018. The advertisement has given more than the required seven days' notice of the date for the meeting at which Council proposes to present its audited financial statements, together with the auditor's reports, to the public.

Any member of the public may make submissions to Council in respect of either Council's audited financial reports or the auditor's reports. Submissions must be made in writing and lodged with Council within seven days after the date on which these reports are presented to the public.

Pursuant to the provisions of Sections 416/420 of the Local Government Act, 1993 arrangements have now been made for Council's contract auditor (RSD Auditors) to make an on-line presentation to Council at 10.30 am at its meeting on 3 December, 2018.

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As soon as possible after receiving the auditor's reports Council must send a copy of the auditor's reports on Council's audited financial reports, to the Office of Local Government and the Australian Bureau of Statistics. These were lodged on Tuesday 30 October, 2018 prior to the final day for lodgement – 31 October, 2018.

In summary, the final accounts reveal an operating surplus of \$297,000 for the year with an unrestricted current ratio of 7.73:1.

This is a continuing improvement on previous years and reflects the ongoing financial processes Council has in place to ensure future financial sustainability is carefully monitored on an ongoing basis. It also includes funding to be carried forward into 2018/19

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

Relevant Reference Documents:

2018 Auditor General's Report

Financial Statements for the year ended 30 June, 2018

Business Activity Strategic Plan Link:

Council's 2017/2021 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

Council's 2017/2021 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

2017/2018 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, 2018.

Council has also made provision for issues raised during the audit process to be addressed prior to 31 December, 2018.

Environmental Issues:

Nothing identified at this stage.

Financial Implications:

Nothing identified at this stage

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Legal Issues:

Nothing identified at this stage

Alternatives/Options:

Nil.

Conclusion:

Council should now receive and note the Auditor General's Report for 2016 and formally adopt the Financial Statements for the year ended 30 June, 2018.

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

Attachments:

Note: The 2017/2018 Financial Statements and 2018 Auditor General's Report have been circulated under separate cover.

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**ITEM 10.4. REVIEW OF ORGANISATIONAL ACTION PLAN –
NOVEMBER 2018**

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

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 was also a requirement that all the elements of the IP&R supporting legislation be reviewed within twelve months of the September, 2016 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 taken longer than expected and is still 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 both 2016/17 and 2017/18. It is now planned to continue to update and implement that plan progressively throughout 2018/19 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 five 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. Whilst it will be possible to reduce delegate numbers with the concurrence of all constituent councils the OLG supports continuing with the current County Council structure.

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This report to the November, 2018 meeting will be the second of these reviews for 2018/19 and progress in respect of the following elements has now been identified:

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. *Under way*
2. All the elements of the IP&R supporting legislation be reviewed as required to ensure they address the current requirements. . *Under way*
3. Review Councillors' remuneration. - *Completed*
4. Review its salary system, work practices and costing documentation. . *Under way*
5. Update all policies and procedures. . *Under way*
6. Prepare Quarterly Budget Review Statements. - *Completed*
7. Follow up review of Councillor Numbers and Committee Structure. . *Under way*
8. Auditor's presentation to November, 2018 meeting and annual statements table for adoption. . *Under way*
9. Re-negotiate property leases with constituent councils where appropriate. . *Under way*
10. Conduct both WH&S and Award Consultative Committee meetings. - *Completed*
11. Provide the support for secretariat for the Hudson pear Task Force if required. . *Under way*
12. Run a series of weeds eradication programmes based on seasonal conditions. . *Under way*
13. Improve communication with state agencies and other stakeholders. *ongoing*
14. Prepare Quarterly Budget Review Statements. - *Completed*
15. Review Staffing Structure - . *Under way*
16. Prepare annual report for 2017/18 - . *Under way*
17. Prepare Business/Disaster Recovery Plan (AG) due 31 December
18. Prepare IT Security Policy (AG) due 31 December

Any Councillors' queries can be discussed at the meeting.

Relevant Reference Documents:

Council's Operational Plan and Budget for 2018/2019, September, 2018/19 QBRS statements and Long Term Financial Plan

Business Activity Strategic Plan Link:

1. The issues identified during the preparation of the 2018/19 Updated Draft Budget for 2018/19 and supporting documentation
2. Community consultation
3. Commence annual statement preparation
4. Review ELE reserves

The 2018//2019 Operational Plan and Budget are linked back to Council's 2018/2022 Delivery

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Delivery Plan Link:

The issues identified during the preparation of the 2018/2019 Operational Plan and Budget are linked back to Council's 2018/2022 Delivery Plan and Business Activity Strategy

Operational Plan/Budget Link:

The issues identified in 2018/2022 Council's Delivery Plan and Business Activity Strategy are directly linked to the 2018/2019 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.

As an example of this, The Auditor General has identified the need for Council to prepare a new Business Continuity, a formal IT Security Policy and early closure process in respect of the 2018/19 Financial Accounts

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 five 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.

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 and are still in the implementation phase in some areas as well as Joint Organisation developments.

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.

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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 which has now been updated for the coming year.

Review of Organisational Action Plan – November 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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ORGANISATIONAL ACTION PLAN – 2018/19

September

1. Finalisation of 2017/18 Audit requirements with Auditor General's Office and Victorian based contract auditors RSD Audit - *completed*
2. Be proactive in the local government reform process by preparing any necessary submissions. *completed*
3. Finalise annual statements of account for 2017/18. . *completed*
4. Review and update its WH&S policies and procedures. . *completed*
5. Review and negotiate Council's Insurances for 2018/19. . *completed*
6. Update Local Control Plans – Priority Weeds. . *completed*
7. Prepare 2017/18 WAP 1520 return. . *completed*
8. Prepare Quarterly Budget Review Statements. . *completed*

November (formerly October/December)

9. Report on the outcomes achieved through the Integrated Planning and Reporting legislation Council from its Business Activity Strategy and supporting legislation. *Under way*
10. All the elements of the IP&R supporting legislation be reviewed as required to ensure they address the current requirements. . *Under way*
11. Review Councillors' remuneration. - *Completed*
12. Review its salary system, work practices and costing documentation. . *Under way*
13. Update all policies and procedures. . *Under way*
14. Prepare Quarterly Budget Review Statements. - *Completed*
15. Follow up review of Councillor Numbers and Committee Structure. . *Under way*
16. Auditor's presentation to November, 2018 meeting and annual statements table for adoption. . *Under way*
17. Re-negotiate property leases with constituent councils where appropriate. . *Under way*
18. Conduct both WH&S and Award Consultative Committee meetings. - *Completed*
19. Provide the support for secretariat for the Hudson pear Task Force if required. . *Under way*
20. Run a series of weeds eradication programmes based on seasonal conditions. . *Under way*
21. Improve communication with state agencies and other stakeholders. *ongoing*
22. Prepare Quarterly Budget Review Statements. - *Completed*
23. Review Staffing Structure - . *Under way*
24. Prepare annual report for 2017/18 - . *Under way*

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25. Prepare Business/Disaster Recovery Plan (AG) due 31 December

26. Prepare IT Security Policy (AG) due 31 December

March (formerly February/April)

27. Monitor insurance cover and ensure all risks are reasonably addressed.

28. Provide regular feedback to constituent councils through the distribution of agendas and minutes.

29. Maintain an up to date website and records system.

30. Prepare Quarterly Budget Review Statements.

31. Research grant fund opportunities.

32. Provide regular feedback to constituent councils through the distribution of agendas and minutes.

33. Prepare Draft Budget for 2019/20 and supporting documentation.

34. Advertise draft estimates

35. Review the General Manager's appointment

36. Review the administrative support function at present provided through Walgett Shire

37. Investigate early close – 2018/19 Financial Accounts

June

38. Update Draft Budget for 2019/20 and supporting documentation

39. Community consultation

40. Commence annual statement preparation

41. Review ELE reserves

42. Finalisation of 2019/20 Audit requirements with Auditor General's Office and contract auditors

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ITEM 10.5. CONSIDERATION AND ADOPTION OF ANNUAL REPORT – 2017/2018

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

To consider and adopt Council's Annual Report for 2017/2018

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.

The Annual Report is required to include a number of incidental reporting matters associated with the various different Acts under which Council operates. In addition it is required that the Annual Report also include:

- A copy of the 2017/18 Audited Financial Statements and Auditor General's Reports
- A copy of the 2017/18 annual report on implementing its delivery programme and the effectiveness of the principal activities in achieving the objectives at which those principal activities are directed.
- A copy of the 2017/2018 Council Policy on Members' Fees, Expenses and Facilities

Current Position:

With the Auditor General's Report to be presented to the December Meeting by the contract auditor along with the consideration of the Annual Financial Statements for the Year Ended 30 June, 2018, it is also appropriate to now consider and adopt the Annual Report for 2017/2018.

The completed report is still being finalised and will be circulated prior to the meeting as well as being tabled at the meeting.

Relevant Reference Documents:

2017/2018 Annual Report

Stakeholders:

Castlereagh Macquarie County Council

Constituent councils

County area residents

Governance Issues:

The report is being tabled at the first opportunity to meet the statutory 30 November deadline requirement and following the preparation of the Financial Statements for 2017/18 and consideration of the Auditor General's Report.

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A copy of the adopted report will be placed on Council's website as well as being forwarded to the Office of Local Government.

Environmental Issues:

None identified

Financial Implications:

The Annual Report has been produced in-house and funded from the recurrent budget.

Legal Issues:

None identified

Alternatives/Options:

Not applicable

Conclusion:

Council should now consider and resolve to adopt the Annual Report for 2017/2018

Consideration and Adoption of Annual Report – 2017/2018
<p>Recommendation:</p> <p>That Council consider and adopt the 2017/2018 Annual Report.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

The final report will be tabled at the meeting.

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**ITEM 10.6. CLOSEDOWN OF OUTDOOR STAFF OVER 2018/2019
FESTIVE SEASON**

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

It is considered efficient for Council's operations to close down for the work days between Christmas and New Year's Day. It also suits the needs of the majority of staff to plan holidays during the Festive Season.

Background:

This year Christmas Day falls on Tuesday 25th December, Boxing Day on Wednesday 26th December, 2018 and New Year's Day on Tuesday 1st January 2019.

A shutdown period of two weeks will be put in place for all Outdoor Staff as per the Local Government (State) Award 2017.

For the days of the closedown staff are required to take leave and/or to utilise accumulated time in lieu.

Relevant Reference Documents:

Public Holidays Act 2010

Stakeholders:

Council staff and residents

Financial Implications:

As staff will be required to take either Annual Leave or accumulative time in lieu during this closedown period, the shutdown will be revenue neutral. Staff rostered to work during the period attracts payment of normal rates of pay.

Closedown for Outdoor Staff over Festive Season 2018/2019
<p>Recommendation:</p> <ol style="list-style-type: none">1. Council operations will close for a period of two weeks commencing 21 December 2018 till 4 January 2019 inclusive.2. Staff will be required to take either Annual Leave or accumulative time in lieu during this closedown period3. The closedown period will be published in local media outlets. <p>Moved: Seconded:</p>

Attachments:

Schedule of 2018-2020 Public Holidays from NSW Government Industrial Relations Website

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NSW Public Holidays 2018-2020

Holidays for NSW under the *Public Holidays Act 2010*

	2018	2019	2020
New Year's Day	Monday, 1 January	Tuesday, 1 January	Wednesday, 1 January
² Australia Day	Friday, 26 January	Monday, 28 January	Monday 27 January
Good Friday	Friday, 30 March	Friday, 19 April	Friday, 10 April
Easter Saturday - the Saturday following Good Friday	Saturday, 31 March	Saturday, 20 April	Saturday, 11 April
Easter Sunday	Sunday, 1 April	Sunday, 21 April	Sunday, 12 April
Easter Monday	Monday, 2 April	Monday, 22 April	Monday, 13 April
Anzac Day	Wednesday, 25 April	Thursday, 25 April	Saturday, 25 April
Queen's Birthday	Monday, 11 June	Monday, 10 June	Monday, 8 June
¹ Bank Holiday	Monday, 6 August	Monday, 5 August	Monday, 3 August
Labour Day	Monday, 1 October	Monday, 7 October	Monday, 5 October
Christmas Day public holiday	Tuesday, 25 December	Wednesday, 25 December	Friday, 25 December
Boxing Day	Wednesday, 26 December	Thursday, 26 December	Saturday, 26 December
³ Additional Day			Monday, 28 December

¹ Applies to banks and certain financial institutions see *Retail Trading Act 2008*.

² From 31/12/11 when Australia Day (26 January) falls on a Saturday or Sunday, there will be no public holiday on that day as the following Monday will be declared a public holiday.

³ From 31/12/11, the Act provides for an extra public holiday to be added when New Year's Day, Christmas Day or Boxing Day falls on a weekend.

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**ITEM 10.7. PECUNIARY INTEREST AND RELATED THIRD PARTIES
DECLARATIONS/REGISTERS**

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

To advise as to the requirements applying to Councillors and Designated Persons and Council's Registers in relation to Pecuniary Interest and Related Third Parties Declarations and periodic returns.

Background:

Section 449 of the Local Government Act 1993, as amended, requires all councillors and designated persons holding such a position as at 30 June in any year to complete and lodge with the General Manager the ordinary return under that section by 30 September each year.

AASB 124 states that Disclosures of Related Parties and Transactions will be required of Key Management Personnel at least twice annually with the due dates for Disclosures being 15 January and 15 June respectively. Updates should be provided at times other than the two collection dates if a person's situation changes.

Current Position:

Accordingly, Councillors and designated persons had until the 30 September, 2018 to lodge their current returns under Section 449 (3).

Section 450A requires that the General Manager keep a Register of all returns lodged under Section 449 and to table that Register at the first Council Meeting after the last date for the lodgement of the returns concerned.

The Council must also keep and maintain a Register of Related Third Disclosures and Transactions but access to information in that Register strictly limited to those who may lawfully be granted access after consideration of matters of privacy and other legislative requirements.

Relevant Reference Documents:

Sections 449, 450A and 441 of the local Government Act 1993
AASB 124 and Council's Related Third Parties Disclosure Policy
Pecuniary Interest Returns Register
Related Third Parties Disclosure Register

Business Activity Strategic Plan Link:

Council's 2017/2022 Delivery Plan and Business Activity Strategy

Delivery Plan Link:

Council's 2018/2022 Delivery Plan and Business Activity Strategy

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Operational Plan/Budget Link:

2018/2019 Operational Plan and Budget provisions

Stakeholders:

Castlereagh Macquarie County Council
Constituent Councils
Councillors
Designated Persons

Governance Issues:

For the purposes of Section 449 of the Local Government Act Council's General Manager and Senior Weeds Officer have been nominated as designated persons.

For the purposes of AASB 124 Key Management Personnel have been identified as Councillors and the General Manager.

Environmental Issues:

None identified at this time.

Financial Implications:

The Related Third Parties Disclosure Register will be used as the basis for the information included in the Annual Financial Statements to satisfy the Related Party reporting requirements.

Legal Issues:

Other legal requirements applicable may also be detailed in Council's Code of Conduct Policy.

Alternatives/Options:

Nothing identified at this time.

Conclusion:

On review it appears that the legal requirements under the Local Government Act and AASB 124 in relation to returns have been met and the Register under Section 450A LGA will be tabled at the meeting

Pecuniary Interest and Related Third Parties Declarations/Registers
<p>Recommendation:</p> <p>That the General Manager's Report be received and noted.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

The Pecuniary Interest Returns Register will be tabled at the meeting.

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ITEM 10.8. COUNCIL MEETING DATES, TIMES AND VENUES - 2019

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

Council's Code of Meeting Practice Clause 5 (2) requires "that Council shall, by resolution set the time, date and place of Ordinary Meetings of the Council". It is desirable that Council determine its meeting schedule for the whole of 2019, to facilitate forward planning.

Background:

Ordinary Meetings of Council were previously held bi-monthly (even months) on the third Monday of each month commencing at 10:00am, with this starting time being preferred because of the time taken to travel between major centres within the County District which averages at about 2.5 hours.

Council resolved at the June 2017 meeting, with a view to reducing the frequency and cost, to continue to meet in June and August and meet in November rather than October and December and also meet in March.

Proposed:

The following schedule provides for Meetings in 2019 to be held on the third Monday of the months of August and November and the fourth Monday in March and June. The following locations and dates are in the same sequence as for 2018 except for where venues were varied to combine with other events such as the National Local Government Assembly (16/19 June, 2019):

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

It is proposed that meetings continue to commence at 10:00am as this has been best practice in the past.

Relevant Reference Documents:

Council's Code of Meeting Practice

Stakeholders:

Councillors, Staff and Public

Financial Implications:

Nil

Conclusion:

It is appropriate for Council to continue with the meeting arrangements that have proved satisfactory in recent years

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Ordinary Council Meetings – Time, Dates and Venues for 2019

Recommendation:

That Council endorse the dates and venues below for the 2019 Ordinary Council Meetings.

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

and continue to commence meetings at 10.00 am

Moved:

Seconded:

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**ITEM 10.9. ITEMS FOR BRIEF MENTION OR INFORMATION ONLY –
DECEMBER 2018**

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

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

1. Hudson pear Taskforce Minutes:

A copy of the Hudson Pear Taskforce Meeting Minutes will be tabled at the meeting.

2. 1520 WAP Funding

It is anticipated that advice of the 1520 WAP funding for 2018/19 (year 4) will be announced in the next few days. It is likely to be similar to that received in 2017/18.

3. EPA – New Requirements for Ground Applicator’s Licence

As a result of a recent amendment to the NSW Pesticide Regulation (2017) there is now a requirement that all *Occupational Pesticide Users* have appropriate accreditation - through a training course and licencing - a fee of \$295 payable to the EPA in order to undertake fee-for-service weed spraying.

Employees of NSW Public Authorities (which includes local council and county councils) are exempt from the requirements when they are carrying out ground applicator work on public land (land owned or vested in a public authority) or when carrying out ground applicator work on private land under *enforcement action* authorised by the Biosecurity Act. Notwithstanding the exemptions from having a licence, employees of NSW Public Authorities involved in weed spraying must still meet the appropriate accreditation requirements.

Where employees of NSW Public Authorities undertake fee-for-service weed spraying on private land (as a contract service provider) then such an employee needs a licence to do the work. In such circumstances each and every person involved in the ground application must have their own licence.

There are only implications for Council in the few circumstances where non-enforcement weed spraying is sometimes delivered on private property on a fee-for-service basis for logistical or other extenuating circumstances.

4. Poly Tunnels Project

As part of the process for breeding Hudson pear biocontrol the DPI has attracted a grant of \$200K to establish poly tunnels at Lightning Ridge. Council’s staff are currently investigating possible suitable locations.

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5. Drought Monitoring New Weeds Incursions

As resolved at the last Council meeting a motion was submitted to LGNSW seeking support for funding the monitoring of properties where there has been out-of-state fodder imported during the current drought conditions to prevent the establishment of new, unfamiliar weed incursions.

The motion has been referred to the LGNSW executive for consideration and once a reply is received the matter will be taken up with local state and federal members.

6. Review of Principal Activities

In accordance with The Integrated Planning and Reporting Legislation, Council has an obligation to report quarterly in respect of the principal activities set out in its four year delivery plan. A review of these principal activities will be tabled at the meeting for Council's consideration.

In future it is planned that this review requirement be incorporated with the review of Council's Action Plan at each meeting.

Matters for Brief Mention or Information Only – November 2018
<p>Recommendation:</p> <p>That the above issues for brief mention or information only as detailed in the General Manager's report to the December, 2018 meeting be received and noted and Council determine what further action, if any, should be taken in respect of the matters listed.</p> <p>Moved:</p> <p>Seconded:</p>

Section 2

Senior Weeds Officer's Report

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ITEM 11.1. SENIOR WEED OFFICERS REPORT

Drought and fodder is the hottest topic for discussion. To date the rainfall for each shire 2018:

*Coonamble 193.6 mm

*Coonabarabran 226 mm

*Warren 187.8 mm

*Gilgandra 56.2 mm

*Walgett 190.4 mm

These records came from FarmOnline weather. Unfortunately the rain was very patchy and gave no follow-up. As we are aware drought also brings excessive transportation of fodder. As there is no sign of the drought ending it is important we get the message out to be on the alert for incursions of new/unfamiliar weeds. An alert for Parthenium Weed will be advertised in each of our constituent shires newspapers, alongside a media release focussing on possible new/unfamiliar incursion weeds and other high priority weeds on a Shire by Shire basis.

To date there are no new incursion/unfamiliar weeds to report. Harrisia Cactus is on the move however. Infestations have been recorded in Warren, Gilgandra and of course Lightning Ridge. I found a large infestation on the Newell Highway 17km East of Gilgandra. The infestation has been treated, reported and fruit hand removed.

CMCC Weed officers recently completed 2 days Compliance Training in Dubbo. All officers are currently up to date with mandatory training.



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July 1st, 2018, EPA announced a change of licensing for Pesticide users. Any individual who sprays weeds for a fee or reward must hold a ground applicator license. Employees of any NSW Public Authority including councils, county councils and local control authorities are exempt however because we do contract work for a fee we were not except. All CMCC Weeds Officers have an EPA Ground Applicator License. This license replaces the current Chemcert licence. I have a fact sheet if anyone would like more information.



DPI is currently updating the system for WAP reporting. The future aim is all reporting will go direct to a computer for processing, therefore vital for the state to be 100% compliant. Although necessary, the changes have already demonstrated frustration. As an example, any weed not on Weedwise, use of commas, astricts etc. result in the whole report being rejected. Nine weeds of National Significance - Cylindropuntia and Opuntia species - are our main species inspected in the Walgett Shire. However these are not on Weedwise therefore this results in the rejection of our reports. It is of most importance these inspections continue. With the assistance of Ankit Khanna from Iconyx I have managed to setup a filter allowing the inspections to continue as normal, however not show up in the BIS report. We will have to pick up these inspections separately so that they show in our WAP 1520 returns.

Species not on Weedwise:

*Hudson Pear (Tunicata)

*Pencil Cactus

*Wheel cactus

*Snake cactus

*Drooping Tree Pear

*Klein's Cholla

*Bunny ears

*Jumping Cholla

*Cane Cactus

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All commonly found Lightning Ridge, Cumborah and Grawin. Another species to not mention on WeedWise is Wandering Jew which is commonly found in Coonabarabran.

In March 2018 I gave a lengthy report on Maderia Vine. The thick infestation strangles approx. 150 acres along the Yearinan and Dingo creeks. After a lengthy waiting period to receive the Bio control from DPI Grafton, delivery was made to Coonabarabran on Friday 2nd November and the field release took place Monday 5th November 2018. The beetle does not like frosty weather so I am hoping for great success in our warmer months.



Above releasing Madeira beetle / release



Above Madeira Vine Beetle (bio control) photo A. Fletcher

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Above Madeira vine infestation Yearanin Creek, photo by A. Fletcher

The Department of Primary Industries was successful gaining a grant of \$200K, with a possible extra \$100k to come. The funds will go towards building 2 temperature control mass rearing tunnels for the Hudson Pear Bio Control. The poly tunnels will be approx. 30 mt long x 10 mt wide each. I am currently looking to secure a site in Lightning Ridge. The funds will also go to employ a person 3 days per week to monitor the site. This is the most welcoming news not only for the community and landowners but also the Hudson Pear Taskforce and CMCC.

The rearing facility for mass rearing Hudson Biocontrol has demonstrated fantastic results. The rearing facility currently holds 60 tubs with 30 cladodes per tubs. 180 infected cladodes have been released into the field. Andrew McConnachie inspected the site this month and was overwhelmed with the success.

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Above Mass rearing facility for Hudson Pear Bio control, housed in Lightning Ridge. Built by Mat Savage and funded by Andrew McConnachie DPI BioControl Orange. (photo by A Fletcher)



Very happy landowner releasing Hudson Pear Bio control on his property. Property inspection and photo by Mat Savage

After the Hudson Pear Taskforce Meeting held in Lightning Ridge Wednesday 19th September 2018 CMCC Board members and Hudson pear Taskforce Committee members attended a field trip to Cumborah and Grawin to inspect infestations and a bio release site.

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Above Cochineal doing excellent work on Hudson Pear. Release site Grawin. The red colour are the cochineal crawlers which go to the tip of the spines to be blown in the wind to another plant. (Photo by A. Fletcher).

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Senior Weeds Officer Report
<p>Recommendation:</p> <p>That Council receive and note the Senior Weeds Officer report.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Attachment A - Inspection Figures for North West – Walgett Shire

Attachment B - Inspection Figures for Central West – Coonamble, Gilgandra, Warren and Warrumbungle Shires.

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Attachment A - Inspection Figures for North West – Walgett Shire

Walgett Shire - Castlreah Macquarie County Council 2018-19											
5 Yr Target	Annual Target	Inspections	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	TOTAL	Total	# To Go	B/Fwd	Remaining
	1,500	Roadside Inspections High Risk Pathways - Km.	149				149	10%	1351		
	6,000	Roadside Inspections High Risk Pathways - Ha.	745				745	12%	5255		
	220	Private Property High Risk areas - No.	4				4	2%	216		
	220,000	Private Property High Risk areas - Ha.	2170				2170	1%	217830		
	360	Private Property Inspections - No.	142				142	39%	218		
	360,000	Private Property Inspections - Ha.	84256				84256	23%	275744		
	220	PP HR Re inspections - No.	4				4	2%	216		
	220,000	PP HR Re inspections - Ha.	2169				2169	1%	217831		
	20	Private Property Re Inspections - No.						0%	20		
	2000	Private Property Re Inspections - Ha.						0%	2000		
	5	Waterways High Risk Pathways - No.	4				4	80%	1		
	100	Waterways High Risk Pathways - Ha.	115				115	115%	-15		
	500	Roadside Inspections - Km.	40				40	8%	460		
	2500	Roadside Inspections - Ha.	200				200	8%	2300		
	5	Other Council Lands - No.	9				9	180%	-4		
	10	Other Council Lands - Ha.	3559				3559	#####	-3549		
	50	Dept of Lands - No.	21				21	42%	29		
	20,000	Dept of Lands - Ha.	8951				8951	45%	11049		
	6	Nat Parks/Reserves - No.	7				7	117%	-1		
	49,000	Nat Parks/Reserves - Ha.	2317				2317	5%	46683		
	50	NWLLS Reserves - No.	1				1	2%	49		
	8935	NWLLS Reserves - Ha.	791				791	9%	8144		
	13	Recreational Areas - No.	4				4	31%	9		
	35	Recreational Areas - Ha.	7				7	20%	28		
	3	ARTC - No.	1				1	33%	2		
	170	ARTC - Ha.	57				57	34%	113		
	2	Nurseries	3				3	150%	-1		
	0	Aquaria/Pet shops						#DIV/0!			
	2	Weekend Markets	1				1	50%	1		
	8	Gravel Quarries 40 - 8 Active	6				6	75%	2		
	4	Machinery Dealers	1				1	25%	3		
	5	Grain Handling Sites	1				1	20%	4		
	3	Border Crossings	2				2	67%	1		
	3	Saleyards	1				1	33%	2		
	3	Roadside Truck Stops	3				3	100%			
	1	Machinery Washdown Bays	1				1	100%			
	4	Rural Outlets	1				1	25%	3		
	1	Wetlands	1				1	100%			

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Targets	Extension	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	TOTAL	Total
1	Schools					0	0%
1	Field Days			2	3	5	500%
4	Media Releases	1			4	5	125%
8	Team Talk Meetings	6	6	4	2	18	225%
2	Ag Quip	2			1	3	150%
1	Shows/Expos				1	1	100%
1	Landcare Events				1	1	100%
100	Booklets Distributed	40	30	25	27	122	122%
50	Landowners enquiries				9		18%

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Attachment B - Inspection Figures for Central West – Coonamble, Gilgandra, Warren and Warrumbungle Shires.

Shows how many inspections have been undertaken in the last 3 months

	Kilometres	Sites	Weeds Found
High Risk Roadsides	530	41	African Box thorn, Prickly Pear Opuntia, Green Cestrum
Travelling Stock Reserves	418 HA	18	Tiger Pear, Mimosa, African Box thorn, Green Cestrum, Prickly Pear Opuntia
High Risk Watercourses		35	Green Cestrum, African Box thorn, Tiger Pear, Rope Pear
Rail corridors			
		Sites	
Nurseries		2	Rope pear, Boxing Glove cactus
Saleyards		2	
Pet shops		1	
	Hectares	Sites	
Council owned/managed sites		3	Hudson Pear
Vacant crown land			
Private properties Inspected		286	Green Cestrum, African Box thorn, Rope pear, Tiger Pear
Reinspections of private properties			
Other high risk sites			
State Owned Bodies			