

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

To be held at Coonamble Shire Council Chambers
on 25th March 2019

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 will be held at the Coonamble Shire Council Chambers on Monday 25 March 2019 commencing at 10.00am

Your attendance is requested.

**Don Ramsland
General Manager
7 March 2019**

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CASTLEREAGH MACQUARIE COUNTY COUNCIL

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AGENDA - ORDINARY COUNCIL MEETING

Monday 25 March, 2019

- 1. WELCOME**
- 2. APOLOGIES**
- 3. DECLARATION OF INTERESTS**
- 4. CONFIRMATION OF MINUTES for Meeting held Monday 3 December, 2018**
- 5. MATTERS ARISING FROM MINUTES**
- 6. REPORT FROM CHAIRMAN**

7. REPORT OF THE GENERAL MANAGER

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8. REPORT OF THE SENIOR WEEDS OFFICER

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9. CONFIDENTIAL

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10. QUESTIONS FOR NEXT MEETING

11. CONFIRM DATE OF NEXT MEETING – Monday 24 June, 2019 at Warren

12. CLOSE OF MEETING

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ITEM 4. CONFIRMATION OF MINUTES

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

To confirm the minutes of the meeting of Castlereagh Macquarie County Council held at Gilgandra Shire Council Chambers on Monday 3rd December 2018.

Confirmation of Minutes of Meeting held on 3rd December 2018
<p>Recommendation:</p> <p>That the minutes of the meeting of Castlereagh Macquarie County Council, held at Gilgandra Shire Council Chambers on Monday 3rd December 2018 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 – 3rd December 2018 – Gilgandra Shire Council Chambers

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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 GILGANDRA SHIRE COUNCIL CHAMBERS ON MONDAY 3 DECEMBER 2018 COMMENCING AT 10:05AM

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

ABSENT: Ctrs M. Beach and M. Webb

Staff Members: D. Ramsland (General Manager), A. Fletcher (Senior Weeds Officer), and K. Watling (Weeds Officer – Gilgandra)

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

12/18/1 **Resolved:**

That apologies from Ctrs M. Webb and M. Beach accepted and leave of absence be granted.

Moved: Ctr Lewis

Seconded: Ctr Brewer

Carried

Suspension of Standing Orders

12/18/2 **Resolved:**

That Council suspend standing orders to allow the annual election of Chairperson and Deputy Chairperson to proceed.

Moved: Ctr Woodcock

Seconded: Ctr Brewer

Carried

Election of Chairperson/Deputy Chairperson

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

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12/18/3 Resolved:

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

Moved: Clr Peart

Seconded: Clr Woodcock

Carried

Election of Chairperson for Ensuring One (1) Year

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

Resumption of Standing Orders

12/18/4 Resolved:

That Standing Orders be resumed

Moved: Clr Fisher

Seconded: Clr Lewis

Carried

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

6. DECLARATIONS OF INTEREST

Nil

7. CONFIRMATION OF MINUTES

12/18/5 Resolved:

That the minutes of the Castlereagh Macquarie County Council meeting held at Lightning Ridge on Wednesday 19 September, 2018, having been circulated, be confirmed as a true and accurate record of that meeting.

Moved: Clr Woodcock

Seconded: Clr Shinton

Carried

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CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

8. MATTERS ARISING FROM MINUTES

Motion 09/18/15 – Awaiting advice from LGNSW with regards late motion to the Annual Conference which has been referred to the executive before formally raising matters with local members although preliminary contact has been made.

9. CHAIRMAN'S REPORT

Nil

10. GENERAL MANAGER'S REPORT

Item 10.1 Reconciliation Certificate 30 September and 31 October 2018

Recommendation: That the Statement of Bank Balances as at 30 September and 31 October 2018 be received and noted.

12/18/6 Resolved:

That the Bank Reconciliation as at 30 September and 31 October 2018 be received and noted.

Moved: Clr Peart

Seconded: Clr Martinez

Carried

Item 10.2 Quarterly Budget Review Statement – Period Ended 31 October, 2018

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

12/18/7 Resolved:

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

And further the cost of the erection of signs on the various shire boundaries to promote a "weed of the month" focus be investigated/reported to the next meeting together with the establishment of more stringent protocols for various contractors/constituent council/essential energy staff to make them aware of weed identification and minimisation of spreading priority weeds during operational activities.

Moved: Clr Woodcock

Seconded: Clr Fisher

Carried

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Item 10.3. Presentation of Auditor's Report/Annual Financial Statements 2017/2018

At this point in time Mr Phil Delahunty of RSDAudit (Contract Auditors) was on line by teleconference link and addressed Council in respect of the 2018 Auditor General's Audit Report.

Recommendation: That Council now receive and note the Auditor General's Report for 2018 and formally adopt the audited Financial Statements of Account for the year ended 30 June, 2018.

12/18/8 Resolved:

That Council now receive and note the Auditor General's Report for 2018 and formally adopt Council's audited Financial Statements of Account for the year ended 30 June, 2018.

Moved: Cllr Martinez

Seconded: Cllr Shinton

Carried

Item 10.4. Review of 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.

12/18/9 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: Cllr Lewis

Seconded: Cllr Woodcock

Carried

Item 10.5. Consideration and Adoption of Annual Report – 2017/2018

At this point of time in the meeting the annual report was tabled for consideration

Recommendation: That Council consider and adopt the draft 2017/2018 Annual Report and note that the auditor's figures are still pending.

12/18/10 Resolved:

That Council adopt the 2017/2018 Annual Report.

Moved: Cllr Lewis

Seconded: Cllr Brewer

Carried

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CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

Item 10.6. Closedown of Outdoor Staff over Festive Season

Recommendation:

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 period
3. The closedown period will be published in local media outlets.

12/18/11 Resolved:

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 period
3. The closedown period will be published in local media outlets.

Moved: Clr Shinton

Seconded: Clr Peart

Carried

Item 10.7. Pecuniary Interest and Related Third Parties Declarations Registers

At this point of time in the meeting the pecuniary interest and related third parties declaration registers were tabled for information.

Recommendation: That the General Manager's Report in respect of the pecuniary interest and related third parties declarations registers be received and noted.

12/18/12 Resolved:

That the General Manager's Report in respect of the pecuniary interest and related third parties declarations registers be received and noted.

Moved: Clr Martinez

Seconded: Clr Lewis

Carried

Item 10.8. Ordinary Council Meetings –Time, Dates and Venues for 2019

Recommendation:

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

25 March – Coonamble – Council Chambers

24 June – Warren – Council Chambers

19 August – Coonabarabran – Council Chambers

18 November – Walgett – Council Chambers

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12/18/13 Resolved:

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

25 March – Coonamble – Council Chambers

24 June – Warren – Council Chambers

19 August – Coonabarabran – Council Chambers

18 November – Walgett – Council Chambers

Moved: Clr Peart

Seconded: Clr Woodcock

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, 2018 meeting be received and noted.

12/18/14 Resolved:

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

Moved: Clr Lewis

Seconded: Clr Peart

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.

12/18/15 Resolved:

That Council receive and note the Senior Weeds Officer's report for November 2018 including the inspection figures for each shire and that the source of gravel at the location of the parthenium weed incursion on the Shermans Way at Lightning Ridge be investigated (Butlers Pit).

Moved: Clr Martinez

Seconded: Clr Fisher

Carried

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12. CONFIDENTIAL SESSION

12.1. Motion to move in to Confidential Session

12/18/16 Resolved:

That at 12.05 pm Council move into Confidential session and that the public be excluded from the meeting pursuant to Section 10A (2) (a), (c) and (f) of the Local Government Act 1993 on the basis that the matters being considered are in relation to staff and/or commercial in confidence or security.

Moved: Clr. Woodcock

Seconded: Clr. Lewis

Carried

Item 12.2 Code of Conduct Complaints Report – 2017/2018

Recommendation: That Council receive and note the General Manager's Report in respect of the Code of Conduct Complaints Report for the period 1 October, 2017 to 30 September, 2018 and advise the OLG accordingly.

12/18/17 Recommended:

That Council receive and note the General Manager's Report in respect of the Code of Conduct Complaints Report for the period 1 October, 2017 to 30 September, 2018 and advise the OLG accordingly.

Moved: Clr Fisher

Seconded: Clr Lewis

Carried

Suspension of Standing Orders

12/18/18 Resolved:

That Council suspend standing orders to discussion with regards the future strategic directions available to Council.

Moved: Clr Martinez

Seconded: Clr Lewis

Carried

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12.3 Long Term Structural/Strategic Options

12/18/19 **Recommended:**

That a report be prepared for consideration at Council's March, 2019 meeting examining the long term structural/strategic options available to Council to best address the delivery of services to the broader community.

Moved: Clr Shinton

Seconded: Clr Peart

Carried

Resumption of Standing Orders

12/18/20 **Resolved:**

That Standing Orders be resumed

Moved: Clr Woodcock

Seconded: Clr Lewis

Carried

12.4 Motion to move out of Confidential Session

12/18/21 **Resolved:**

That at 12.25 pm Council move out of Confidential Session.

Moved: Clr. Brewer

Seconded: Clr. Peart

Carried

12.5 Adoption of Committee Recommendation

12/18/22 **Resolved:**

That the following recommendation for the Confidential Committee be adopted:

1. That Council receive and note the General Manager's Report in respect of the Code of Conduct Complaints Report for the period 1 October, 2017 to 30 September, 2018 and advise the OLG accordingly.

2. That a report be prepared for consideration at Council's March meeting examining the long term structural/strategic options available to Council to best address the delivery of services to the broader community.

Moved: Clr Woodcock

Seconded: Clr Martinez

Carried

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GENERAL BUSINESS

Nil.

NEXT MEETING

The next meeting is scheduled for Monday, 25 March, 2019 at Coonamble.

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

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 12.30 PM.

To be confirmed as a true and accurate record at the Council Meeting to be held on Monday 25 March 2019.

CHAIRMAN

GENERAL MANAGER

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General Manager's Report

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ITEM 7.1. RECONCILIATION CERTIFICATES – 30 NOVEMBER, 31 DECEMBER 2018, 31 JANUARY AND 28 FEBRUARY 2019

RECONCILIATION CERTIFICATE 30 November 2018

Reconciled Ledger Accounts for 30 November 2018 are as follows:

Balance of Ledger – 1-1110

Balance 31/10/18	656,824.69
Plus Receipts	119,161.50
Less Payment	77,356.44
	<u>\$698,629.75</u>

Balance of Bank Accounts

Balance 30/11/2018 #273228001484	\$698,629.75
Less: Outstanding Cheques	Nil

\$698,629.75

ELE Reserve Balance	1-1210	30/11/2018	\$107,819.22
Plant Reserve	1-1220	30/11/2018	\$9,000.00
Debtors Balance	1-1310	30/11/2018	\$32,540.99
Stores Balance	1-1410	30/11/2018	\$32,474.40

Karren Foran	Inv 9016	5/02/18	178.99
Barriekneal Housing & Community Ltd	Inv 9057	25/09/18	24,068.00
Macquarie Valley Weeds Committee	Inv 9045	10/10/18	984.50
Warrumbungle Shire Council	Inv 9054	14/11/18	4,059.00
P Thompson	Inv 9055	14/11/18	374.00
RMS – Narrabri	Inv 9056	14/11/18	2,876.50
Total			\$32,540.99

Recommendation:

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

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RECONCILIATION CERTIFICATE 31 December 2018

Reconciled Ledger Accounts for 31 December 2018 are as follows:

Balance of Ledger – 1-1110

Balance 30/11/18	698,629.75
Plus Receipts	34,131.61
Less Payment	50,222.38
	<u>\$682,538.98</u>

Balance of Bank Accounts

Balance 31/12/2018 #273228001484	\$682,538.98
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Less: Outstanding Cheques	Nil
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\$682,538.98

ELE Reserve Balance	1-1210	31/12/2018	\$107,819.22
Plant Reserve	1-1220	31/12/2018	\$9,000.00
Debtors Balance	1-1310	31/12/2018	\$10,699.37
Stores Balance	1-1410	31/12/2018	\$32,654.40

Karren Foran	Inv 9016	5/02/18	178.99
Warrumbungle Shire Council	Inv 9054	14/11/18	4,059.00
RMS – Narrabri	Inv 9056	14/11/18	2,876.50
Mark Pitts	Inv 9059	4/12/18	253.00
Tony Jeglic	Inv 9060	19/12/18	1,331.88
Fox Pastoral	Inv 9061	19/12/18	2,000.00
Total			\$10,699.37

Recommendation:

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

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RECONCILIATION CERTIFICATE 31 January 2019

Reconciled Ledger Accounts for 31 January 2019 are as follows:

Balance of Ledger – 1-1110

Balance 31/12/18	682,538.98
Plus Receipts	2,279.74
Less Payment	55,788.20
	<u>\$629,030.52</u>

Balance of Bank Accounts

Balance 31/01/2019 #273228001484	\$629,030.52
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Less: Outstanding Cheques	Nil
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\$629,030.52

ELE Reserve Balance	1-1210	31/01/2019	\$107,819.22
Plant Reserve	1-1220	31/01/2019	\$9,000.00
Debtors Balance	1-1310	31/01/2019	\$315,029.69
Stores Balance	1-1410	31/01/2019	\$32,654.40

Karren Foran	Inv 9016	5/02/18	178.99
Warrumbungle Shire Council	Inv 9054	14/11/18	4,059.00
RMS – Narrabri	Inv 9056	14/11/18	2,876.50
Fox Pastoral	Inv 9061	19/12/18	2,000.00
North West Local Land Services	Inv 9062	10/01/19	111,037.10
Local Land Services	Inv 9064	24/01/19	194,878.10
Total			\$315,029.69

Recommendation:

The Statement of Bank Balances as at 31 January 2019 be received & adopted.

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RECONCILIATION CERTIFICATE 28 February 2019

Reconciled Ledger Accounts for 28 February 2019 are as follows:

Balance of Ledger – 1-1110

Balance 31/01/19	629,030.52
Plus Receipts	2,513.33
Less Payment	43,206.85
	<u>\$588,337.00</u>

Balance of Bank Accounts

Balance 28/02/2019 #273228001484	\$588,337.00
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Less: Outstanding Cheques	Nil
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\$588,337.00

ELE Reserve Balance	1-1210	28/02/2019	\$107,819.22
Plant Reserve	1-1220	28/02/2019	\$9,000.00
Debtors Balance	1-1310	28/02/2019	\$313,095.59
Stores Balance	1-1410	28/02/2019	\$33,254.40

Karren Foran	Inv 9016	5/02/18	178.99
Warrumbungle Shire Council	Inv 9054	14/11/18	4,059.00
RMS – Narrabri	Inv 9056	14/11/18	2,876.50
North West Local Land Services	Inv 9062	10/01/19	111,037.10
Local Land Services	Inv 9064	24/01/19	194,878.10
Andrea Fletcher	Inv 9026	27/02/19	65.90
Total			\$313,095.59

Recommendation:

The Statement of Bank Balances as at 28 February 2019 be received & adopted.

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**ITEM 7.2. QUARTERLY BUDGET REVIEW STATEMENT AS AT 28
FEBRUARY 2019**

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

Summary:

An analysis of Council's actual income and expenditure to 28 February, 2019 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	\$111,096	\$10,451	\$121,547
Capital Budget result	(\$75,788)	\$14,091	(\$61,697)
Revised Net Result	\$35,308	\$24,542	\$59,850

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. This has particular relevance as Council begins formulating its budget for 2019/2020 and what the long term financial outcome planning will look like ten years down the track.

Council's part-time General Manager continues to operate remotely and the work load has proved to be much higher than expected. However, this aspect continues to be monitored to ensure appropriate accounting controls remain in place. A separate report is being prepared to address this issue. 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 as it relates particularly to WAP funding reporting requirements.

As previously advised Walgett Shire continues to provide administrative support and whilst the nominated officer returned from maternity leave in early October, 2018 Council was unable to provide adequate relief staff when the officer took annual leave in February, 2019 and alternate arrangements had to be made at CMCC level to cover this period.

The purchase or replacement of some office equipment is still being investigated and will now be the subject of a report to the June, 2019 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 the third quarterly report in respect of 2018/19, variations are only minor.

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These variations reveal a small net operating budget surplus for the period of \$10,451 after provision has been made for depreciation of \$45,000.

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 expenditure budget of \$26,821 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 November review.

This increase in expenditure has been offset by an increase in income of \$37,272 from private works, grant income CPI adjustments and other sundry amounts

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

From a capital perspective, we received \$29,091 in additional income from the trading in of a vehicle for a better than expected price of \$27,273 and the sale of an old quick spray unit for \$1,818.

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 out with our audited financial statements for 2017/18.

After allowing for capital income/expenditure Council will operate at an estimated overall surplus in 2018/19 of \$59,850 after allowing for depreciation.

Council's surplus of \$297K achieved in 2017/18 will be the subject of a further consideration in the 2019/20 budget 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, remains vacant, and the position is currently being "headhunted" to locate a suitable applicant.

The announcement of WAP 1520 funding for 2018/19 resulted in a slight increase of \$4,713 in line with standard CPI adjustments.

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 and equipment 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. New technology is being investigated to achieve the most effective outcomes

Relevant Reference Documents/Policies:

The Local Government (General) Regulation 2005

Local Government Act 1993, as amended

DLG Circular 10/32 – Quarterly Budget Review Statement

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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.

Financial Implications:

It is proposed to discuss the matter what level of grant funds which may become available in 2019/20 following the coming State and Federal elections 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 – 28 February 2019

Recommendation:

That the Quarterly Budget Review Statement for the period ended 28 February 2019 be received and noted, and 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 28 February, 2019

Attachment C - Cash Flow Statement as at 28 February, 2019

Attachment D - Quarterly Budget Review Statement 28 February, 2019 – Operating Budget – Detailed Breakdown

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

To be held at Coonamble Shire Council Chambers
on 25th March 2019

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 28 February, 2019 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 25 March 2019 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: 6 March, 2019

Don Ramsland - Responsible Accounting Officer – Castlereagh Macquarie County Council

CASTLEREAGH MACQUARIE COUNTY COUNCIL

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on 25th March 2019

Attachment B - Quarterly Budget Review Statement as at 28 February, 2019

Recommended Changes to Revised Budget

A. Revenue Income (net)	\$	\$
Additional WAP Grant income	\$ 4,713	
Group Weed Subsidy	\$ 895	
Workers Comp incentive	\$ 1,699	
Adjustment of Private Works income	\$29,965	
Total – Revenue Income Adjustments		\$37,272

Revenue Expenditure (net)

Adjustment of Advertising Expenses	\$ 5,976
Printing and Stationary Costs	\$ 353
Regional Meeting Expenses	\$ 2,690
Tool box meeting costs	\$ 1,249
Union Picnic Day	\$ 280
Protective Clothing	\$ 548
Staff Training Expenses	\$ 2,044
Destruction of Weeds Expenses (contra-net)	\$ nil
Additional Private Works Expenses	\$13,682

Total Revenue Expense Adjustments **\$26,821**

Net Increase in Operating Surplus **\$10,451**

B. Capital Income Adjustments (net) - **\$14,091**

C. Capital Expenditure Adjustments (net) **Nil**

Total – Capital Adjustments **\$14,091**

Net increase in Surplus **\$24,542**

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**

CASTLEREAGH MACQUARIE COUNTY COUNCIL

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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

CASTLEREAGH MACQUARIE COUNTY COUNCIL

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Attachment C - Cash Flow Statement as at 28 February 2019

			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

CASTLEREAGH MACQUARIE COUNTY COUNCIL

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Attachment D - Quarterly Budget Review Statement 28 February, 2019 – 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	43,516	of year	for year	variance	
INCOME															
Administration															
DPI - MVWAC Grant															
DPI - NW LLS WAP Grant		106,256	108,700							108,700	111,037	-	111,037	2,337	100.00
DPI - CW LLS WAP Grant		188,174	192,502							192,502	194,878	-	194,878	2,376	100.00
MVWAC - Group Weed Subsidy											895		895	895	
Weed Certificates		5,000	4,000							4,000	1,394	2,606	4,000		34.85
Constituent Council Contris		514,145	525,970							525,970	525,970	0	525,970		100.00
Interest on Investments		5,000	3,500							3,500	2,852	648	3,500		81.49
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	6,699	-	6,699	1,699	100.00
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	845,809	8,765	854,574	7,307	98.97
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	10,470		10,470	7,855	100.00
Warren Private Works					327					327	327		327	-	100.00
Walgett Shire Private Works		28,076				1,302		-		1,302	23,182		23,182	21,880	100.00
Gilgandra Private Works		1,970								-	230		230	230	100.00
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	3,096	1,439	4,535	-	68.27
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	3,917				26,878	37,305	19,538	56,843	29,965	65.63
Other Income															
Plant Income		120,000	140,000							140,000	84,774	55,226	140,000		60.55
profit on sale of plant		10,908								-					0.00
Const Council Advances		-	-							-					0.00
Other Income - Total		130,908	140,000							140,000	84,774	55,226	140,000		60.55
Revenue Income - Total		1,073,839	1,040,658	16,362	- 46,792	3,917				1,014,145	967,888	83,529	1,051,417	37,272	92.06

CASTLEREAGH MACQUARIE COUNTY COUNCIL

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on 25th March 2019

		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	43,516	of year	for year	variance		
Other Income									-						
Plant Income		120,000	140,000						140,000	84,774	55,226	140,000		60.55	
profit on sale of plant		10,908							-					0.00	
Const Council Advances		-	-						-					0.00	
Other Income - Total		130,908	140,000						140,000	84,774	55,226	140,000		60.55	
Revenue Income - Total		1,073,839	1,040,658	16,362	- 46,792	3,917			1,014,145	967,888	83,529	1,051,417	37,272	92.06	
EXPENDITURE															
Administration Costs															
General Manager's Salary		22,583	25,000						25,000	16,667	8,333	25,000		66.67	
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			925			3,425	5,115	1,000	6,115	2,690	83.65	
BioSecurity Info Expenses									-		-	-		0.00	
Travelling		2,000	2,000						2,000	1,280	720	2,000		64.00	
Audit Fees		10,500	10,815						10,815	10,505	310	10,815		97.13	
Advertising		3,990	2,814			2,070			4,884	9,360	1,500	10,860	5,976	86.19	
Printing & Stationary		2,575	2,652			3,249			5,901	4,754	1,500	6,254	353	76.02	
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	6,846	1,682	8,528		80.27	
Bank Charges		600	619						619	331	288	619		53.47	
Legal Expenses		530	546						546		546	546		0.00	
Sundry Expenses		-	-						-		-	-		0.00	
Computer Bio Security System		10,691	11,012						11,012	7,106	3,906	11,012		64.53	
security services		-	-						-		-	-		0.00	
office cleaning		-	-						-		-	-		0.00	
sundry admin expenses		2,500	2,500						2,500	1,739	761	2,500		69.56	
web site costs		1,500	1,500						1,500		1,500	1,500		0.00	
Subscription - Shires Assoc		2,758	2,841						2,841		2,841	2,841		0.00	
Administration Costs - Total		140,606	140,101			6,244			146,345	65,103	90,261	155,364	9,019	41.90	
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	-	0	
Insurance Costs - Total		52,747	53,474		1,807				55,281	53,897	1,383	55,280	-	1 97.50	
Governance Costs															
Chairperson's Allowance		3,686	2,427						2,427	1,213	1,214	2,427		49.98	
Councillors' Meeting Fees		20,455	11,333						11,333	5,667	5,666	11,333		50.00	
Councillors' Travelling		4,774	4,917						4,917	605	4,312	4,917		12.30	
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	1,067	1,246	2,313		46.13	
Insurance Members Accident									-		-	-		0.00	
Governance Costs - Total		35,784	25,741						25,741	8,744	16,997	25,741		33.97	
Employee Overheads															
ToolBox Meetings										1,249		1,249	1,249		
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	10,128	20,048	30,176		33.56	
Long Service Leave		9,399	10,678						10,678		10,678	10,678		0.00	
Sick Leave		12,828	12,500						12,500	4,430	8,070	12,500		35.44	
compassionate leave		762				561			561	561		561	-	100.00	
Union Picnic Day		512				513			513	793		793	280	100.00	
Public Holidays NEI		13,061	13,453			- 513			12,940	8,664	4,276	12,940	-	66.96	
Jury Duty														0.00	
Superannuation		45,851	34,000						34,000	23,421	10,579	34,000		68.89	
Workers Compensation		10,500	10,500						10,500	6,823	3,677	10,500		64.98	
Staff Medical expenses														0.00	
Protective Clothing		1,350	1,074						1,074	1,622	-	1,622	548	100.00	
Allowances Disability/Climatic		1,549	1,588						1,588	656	932	1,588		41.32	
Staff Training		20,603	15,000			2,000			17,000	15,854	3,190	19,044	2,044	83.25	
Sub -Total - Employee Overheads		202,160	128,968			2,561			131,529	74,201	61,449	135,650	4,121	54.70	
Sub Total Administrative Overheads		431,297	348,285		1,807	2,805			358,897	201,945	170,091	372,036	13,139	54.28	
On-cost Recovery															
Employee Overheads - Total															

CASTLEREAGH MACQUARIE COUNTY COUNCIL

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on 25th March 2019

		revised estimate 2017/18	adopted budget 2018/19		Amendments				Revised Budget	YTD 43,516	remainder of year	projected for year	further variance	%
		2017/18	2018/19	01-07-18	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr						
Destruction of Weeds														
WAP 1520 Grant - Supervision - WOs			7,654						7,654	9,648	1,000	10,648	2,994	90.61
WAP 1520 Grant - Property Inspections		79,950	80,000			65,000			145,000	75,415	66,591	142,006	- 2,994	53.11
WAP 1520 Grant - Other Costs - Cnl Roads		88,150	85,000						85,000	89,250	-	89,250	4,250	100.00
WAP 1520 Grant expenses - HR - Roads						60,000			60,000	54,429	5,571	60,000	-	90.72
WAP 1520 Grant expenses - HR - TSRs						10,000			10,000	2,375	5,625	8,000	- 2,000	29.69
WAP 1520 Grant expenses - HR - WC						8,500			8,500	1,664	4,836	6,500	- 2,000	25.60
WAP 1520 Grant expenses - HR - Rail						6,000			6,000	3,927	2,073	6,000	-	65.45
WAP 1520 Grant Expenses - HR - n, s, o						5,000			5,000	287	4,463	4,750	- 250	6.04
WAP 1520 Grant Expenses - H P T'force Admin		5,000				5,000			5,000	2,708	2,292	5,000	-	54.16
WAP 1520 Grant Expenses - Other		205,000	165,000			-162,500			2,500		1,455	1,455	- 1,045	
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	30	-	0.00
Parkinsonia Weed Control		22,636	18,000						18,000	8,031	9,969	18,000	-	44.62
Field Day Expenses		8,216	7,000						7,000	8,045		8,045	1,045	100.00
Weed Control Publicity		-	-			3,000			3,000	2,092	908	3,000	-	69.73
Destruction of Weeds - Total		450,539	412,654			30			412,684	257,871	154,813	412,684	- 0	62.49
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	3,951		3,951	2,528	100.00
Gilgandra Shire - Cost of Private Works		3,138			104				104	168		168	64	100.00
Walgett Shire - Cost of Private Works		18,962				543			543	11,103		11,103	10,560	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	8,031	- 531	7,500	-	107.08
North West LLS Bio Control Project		-	-		4,545				4,545		4,545	4,545	-	0.00
North West LLS (HP) Pgmes		-	-						-	530		530	530	100.00
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	696	804	1,500		46.40
Private Works - Total		53,806	55,891	15,000	- 49,346	1,966			23,511	24,875	12,318	37,193	13,682	66.88
Other Expenses														
Depot Expenses		10,000	6,435			4,023			10,458	7,690	2,768	10,458	-	73.53
Plant Expenses		52,103	52,500						52,500	38,677	13,823	52,500	-	73.67
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			4,023			107,958	46,367	61,591	107,958	-	42.95
Revenue Expenses - Total		1,027,745	920,765	15,000	- 47,539	14,824			903,050	531,058	398,813	929,870	26,821	57.11
									-		-	-	-	
Net Operating Surplus/(Deficit) after Deprecn		46,094	119,894	1,362	747	- 10,907			111,096	436,830	- 315,283	121,547	10,451	

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

To be held at Coonamble Shire Council Chambers
on 25th March 2019

CAPITAL BUDGET FOR 2018/19 as at 28 February, 2019															
			revised estimate	adopted budget	Amendments					Revised	YTD	remainder	projected	further	%
			2017/18	2018/19	01-07-18	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Budget	28/02/19	of year	for year	variance	
Capital Income															
Sale/Trade in of Plant Assets				15,000	-	-	-	-	-	15,000	29,091	-	29,091	14,091	100.00
Sale of Depot Facilities (Coonamble, Coon'bran)		3,000			-		-			-		-	-	-	0.00
profit on sale of surplus assets (Equipment)		10,000			-		-			-		-	-	-	0.00
Transfer from Plant Reserve		11,174			-		-			-		-	-	-	0.00
Transfer from ELE		55,000			-		-			-		-	-	-	0.00
Capital Income - Total		79,174		15,000	-	-	-	-	-	15,000	29,091	-	29,091	14,091	100.00
Capital Expenditure															
Office Equipment		5,000								-		-	-	-	0.00
Minor Building Improvements				4,000						4,000		4,000	4,000	-	0.00
Provision for Depot facility - Coonamble				20,000						20,000		20,000	20,000	-	0.00
New Vehicles - Nett		64,174		41,250						41,250	40,580	670	41,250	-	98.38
Small Plant, Tools, Radios		2,000		3,000						3,000		3,000	3,000	-	0.00
Transfer to ELE Reserve		9,399		9,634						9,634		9,634	9,634	-	0.00
Transfer to Plant Reserve		12,614		12,904						12,904		12,904	12,904	-	0.00
Capital Expenditure - Total		93,187		90,788						90,788	40,580	50,208	90,788	-	44.70
Net Capital Surplus/(Deficit)		- 14,013		- 75,788						- 75,788	- 11,489	(50,208)	- 61,697	14,091	18.62
Estimated Budget Results as at 30 June, 2019															
Total Income			1,153,013	1,055,658	16,362	- 46,792	3,917	-	-	1,029,145	996,979	83,529	1,080,508	51,363	92.27
Total Expenditure			1,120,933	1,011,553	15,000	- 47,539	14,824	-	-	993,838	571,638	449,021	1,020,658	26,821	56.01
Net Total Surplus/(Deficit)			32,080	44,106	1,362	747	- 10,907	-	-	35,308	425,341	- 365,491	59,850	24,542	
% of Income			2.78	4.18						3.43			5.54		
check			32,080	44,106	1,362	747	- 10,907	-	-	35,308			59,850	24,542	
Estimated Budget Results for Ten Year Plant - Reserves as at 30 June, 2019															
Retained Earnings/Asset Reval Res			819,000	863,106	864,468	865,215	854,308	854,308	854,308	854,308			878,850		
% retained earning to total inc.			71.03	81.76						83.01			81.337		
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 7.3. REPORT ON DRAFT OPERATIONAL PLAN AND BUDGET –
2019/2020 AND SUPPORTING DOCUMENTATION**

Owing to the earlier distribution of the business papers, this report is currently still being prepared and will be circulated under separate cover by Wednesday 20 March, 2019.

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ITEM 7.4. ORGANISATIONAL ACTION PLAN REVIEW – MARCH 2019

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

To review the Organisational Action Plan.

Background:

As previously reported, 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 2016/17, 2017/18 and 2018/19. It is now planned to continue to update and implement that plan progressively throughout 2019/20 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 March, 2019 meeting will be the third of these reviews for 2018/19 and progress in respect of the following elements has now been identified:

March (formerly February/April)

27. Monitor insurance cover and ensure all risks are reasonably addressed. *ongoing*
28. Provide regular feedback to constituent councils through the distribution of agendas and minutes. *ongoing*
29. Maintain an up to date website and records system. *ongoing*
30. Prepare Quarterly Budget Review Statements. *completed*
31. Research grant fund opportunities. *ongoing*
32. Provide regular feedback to constituent councils through the distribution of agendas and minutes. *ongoing*
33. Prepare Draft Budget for 2019/20 and supporting documentation. *completed*
34. Advertise draft estimates. *underway*
35. Review the General Manager's appointment. *underway*
36. Review the administrative support function at present provided through Walgett Shire. *Underway*
37. Investigate early close – 2018/19 Financial Accounts. *Underway*
38. Prepare Business/Disaster Recovery Plan (AG) due 31 December
39. 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, December 2018/19 QBRS statements and Long-Term Financial Plan

Business Activity Strategic Plan Link:

The issues identified during the preparation of the Updated Draft Budget for 2018/19 and supporting documentation.

Delivery Plan Link:

The issues identified during the preparation of the 2018/2019 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 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.

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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. 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 – March 2019

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.

Moved:

Seconded:

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. *ongoing*
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. *completed*
10. All the elements of the IP&R supporting legislation be reviewed as required to ensure they address the current requirements. *ongoing*
11. Review Councillors' remuneration. *completed*
12. Review its salary system, work practices and costing documentation. *ongoing*
13. Update all policies and procedures. *ongoing*
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. *ongoing*
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. *completed*
25. Prepare Business/Disaster Recovery Plan (AG) due 31 December. *underway*
26. Prepare IT Security Policy (AG) due 31 December. *underway*

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March (formerly February/April)

- 27. Monitor insurance cover and ensure all risks are reasonably addressed. *ongoing*
- 28. Provide regular feedback to constituent councils through the distribution of agendas and minutes. *ongoing*
- 29. Maintain an up to date website and records system. *ongoing*
- 30. Prepare Quarterly Budget Review Statements. *completed*
- 31. Research grant fund opportunities. *ongoing*
- 32. Provide regular feedback to constituent councils through the distribution of agendas and minutes. *ongoing*
- 33. Prepare Draft Budget for 2019/20 and supporting documentation. *completed*
- 34. Advertise draft estimates. *underway*
- 35. Review the General Manager's appointment. *underway*
- 36. Review the administrative support function at present provided through Walgett Shire. *underway*
- 37. Investigate early close – 2018/19 Financial Accounts. *underway*

June

- 38. Update Draft Budget for 2019/20 and supporting documentation
- 39. Undertake 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 7.5. REVIEW OF CODES, POLICY DOCUMENTS AND SOPS

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

To review Council's key codes, policy documents and standard operating procedures to address any changes required related to the new Biosecurity Act, 2015.

Background:

Council's various codes, policies and standard operating procedures are detailed in Council's Integrated Planning and Reporting Documentation and in particular the 4 year Delivery Programme.

Current Position:

With the policies due for revision in conjunction with the preparation of the annual budget and operating plan it is timely to amend any areas identified where there has been changes in legislation and in particular the Biosecurity Act 2015

Relevant Reference Documents:

All relevant codes, policies and standard operating procedures

Governance Issues:

It is appropriate for any issues identified in Council's policy documentation to be corrected at the earliest possible opportunity.

The proposed amendments will have to be advertised for 28 days and submissions invited from the general public closing 42 days after the first notice is published.

It would be appropriate for Council to update its Model Code of Meeting Practice and Model Code of Conduct as part of the current review process with the two new Codes released by the OLG in December, 2018.

Environmental issues:

Nothing identified at this stage

Stakeholders:

Constituent Councils
Castlereagh County Council

Financial Implications:

Any additional advertising costs can be spread over all the documents being reviewed and met from existing budget allocations.

Legal Issues:

No issues have been raised

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Alternative Solutions/Options:

Not applicable

Conclusion:

It is now appropriate for Council to endorse the action being taken for a comprehensive review of its Codes, policies and standard operating procedures.

Review of Codes, Policy Documents and SOPs
<p>Recommendation:</p> <p>That Council to endorse the action being taken to undertake a comprehensive review of its various codes, policies and standard operating procedures.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Details of the various Codes, Policies and Standard Operating Procedures to be reviewed will be tabled at the meeting

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ITEM 7.6. REVIEW OF INVESTMENTS POLICY – TRANSFER OF FUNDS TO RESERVES

REPORTING SECTION: General Manager

AUTHOR: Don Ramsland – General Manager

FILE NUMBER:

Summary:

To review Council's Investment Policy and authorise the transfer of funds to reserve.

Background:

Council's current approach to dealing with surplus funds is to either hold them in our cheque account or invest them in Interest Bearing Deposits.

Current Position:

As at the end of February 2019 Council's current account balance stands at \$588,337 and the average monthly balance since September, 2019 has stood in excess of \$500K.

Because of the down turn in interest rates Council cheque account is only attracting an interest rate of 0.90%. The interest-bearing deposits for the Employees Leave Entitlements Reserve and the Plant Reserve are attracting above 2%.

If Council were to establish an "at call" deposit the daily rate would be at least 1.3%. Any interest-bearing deposits over \$500K would attract a rate in the order of 2/3%

Council should consider placing any current surplus funds in a General Reserve and invest the funds in that reserve at the most effective rate able to be negotiated from time to time.

Relevant Reference Documents/Policies:

Local Government Act (1993)

Governance issues:

Full disclosure and transparency in activities relating to investment of surplus funds is a requirement of the Local Government Act 1993 and the Local Government (General) Regulation 2005

Environmental issues:

There are no identified environmental issues.

Stakeholders:

Castlereagh Macquarie County Council
Constituent councils

Financial Implications:

Council has an obligation to maximise the return from surplus funds it is holding from time to time.

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Legal Issues:

Any investments must follow the requirements of Council's Investments Policy.

Alternative Solutions/Options:

Not Applicable

Conclusion:

That Council review its Investments Policy and hold any surplus funds in a cash backed General Reserve or other Reserves at the most effective rate be it the cheque account, a daily at call account or interest bearing deposits

Review of Investments Policy – Transfer of Funds to Reserves
<p>Recommendation:</p> <p>That Council receive and noted the General Manager's report, review its Investments Policy and delegate authority to the General Manager to place any surplus funds in a cash backed General Reserve or other Reserves at the most effective rate be it the cheque account, a daily at call account or interest bearing deposits</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Nil

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**ITEM 7.7. ITEMS FOR BRIEF MENTION OR INFORMATION ONLY –
MARCH 2019**

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 March meeting minutes will be tabled at the meeting

2. Appointment of new Contract Auditors

Advice dated 6 December, 2018 from the Auditor General that Hill Rogers Assurance Partners (Hill Rogers) have been appointed to carry out Council's annual financial audit for four years, with an option to extend for a further two years. The new arrangement will begin from the year ending 30 June, 2019.

3. Central West Regional Weeds Committee Minutes

A copy of the Central West Regional Weeds Committee Meeting held 5 March, 2019 is attached for Councillors' information.

4. 2019 Bluett Award Nominations

Nominations for the 2019 Bluett Awards will open shortly and it would be worth Council submitting an entry for consideration in the County Council section.

5. Coonamble Depot

Planning is underway for a new depot facility at Coonamble, pending receipt of formal approval to locate the structure on land adjacent to the Coonamble airport. Consideration is being given to making provision in the new building for office accommodation in addition to vehicle parking and chemical and records/equipment storage

6. Local Government Circulars

Attention is drawn to the following attached Office of Local Government Circulars:

1. 18/42 - Recent amendments to the Government Information (Public Access) Act 2009
2. 18/43 – Council decisions on the administration of the September 2020 elections
3. 18/44 – Commencement of the new Code of Conduct for local Councils in NSW and Procedures
4. 18/45 – Commencement of the new Model Code of Meeting Practice for Local Councils in NSW

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5. 18/46 – New Councillor Induction and Professional Development Requirements
6. 18/47 - Amendments to the election provisions of the Local Government (General) Regulation 2005
7. 19/02 – IPART review of the cost of conducting local government elections

With regards the new model codes mentioned above, the normal public exhibition process will need to be followed and this will occur during the April/June period in conjunction with the review of other codes and policies due for review by 30 June, 2019

<i>Matters for Brief Mention or Information Only</i>
<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, 2019 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>

Attachments:

Central West Regional Weeds Committee Minutes – 5th March 2019

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CW Regional Weeds Committee Minutes



CW Regional Committee Meeting Minutes – Meeting 10

Date:	Tuesday, 5 March 2019
Time:	10.30am – 2.30pm
Location:	Dubbo

Attendees

Chair	Peter Shinton
Members	Tina Smart (Forbes Shire Council), Rebecca Balmer (Dubbo Regional Council), Andrew Cosier (Dubbo Regional Council), Greg Peart (Castlereagh Macquarie County Council), Ross Sawtell (CWLLS Board), Jacky Wiblin (Crown Lands), Laurie Thompson (Lachlan Shire Council), Chris White (CWLLS Board), Andy Fletcher (Castlereagh Macquarie County Council), Phil Blackmore (DPI), Kane Davison (Parkes Shire Council), Belinda Nugent (LLS CAG), Brian Bonello (Bogan Shire Council), Cathy Black (Bogan Shire Council), Steve Campbell (Forestry Corp), Jane Chyrstal (LLS), Nick Hanlon (NSW Parkes and Wild Life), Arum Berry (John Holland Group), Guy Marchant (Narromine Shire Council)
Apologies	Steve Hamson (WaterNSW), Pete Holcombe (LLS), Nigel Boyce (LLS), Mel Schrader (LLS), Kellie Frost (Weddin Shire Council)
Secretariat	Jodie Lawler

Minutes

1.0 CW RWC Annual General Meeting

In accordance with the CWRWC ToR 2017 the Chair vacated the seat and handed over to the Regional Weeds Coordinator who thanked the outgoing Executive and declared all positions vacant.

The following delegates were nominated with all in favour

Chair – Peter Shinton (Warrumbungles Shire Council)

Vice Chair – Tina Smart (Forbes Shire Council)

2.0 Welcome, acknowledge to country and apologies

The Chair, Peter Shinton welcomed all to today's meeting and acknowledged the traditional custodians of the land on which the meeting is being held.

The above apologies were noted by the committee.

WHS considerations were outlined



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2.0 Review of minutes and actions

The minutes and actions from the previous meeting were approved.

Chris White gave feedback to the Committee from the LLS Chair and GM's biannual visit to Councils Mayors and GM's. Jodie will be writing a follow-up letter to each GM notifying them of their WAP funds, who is their representative on the RWC and the next meeting date.

Action: Circulate to committee the LGA/LLS biannual visits schedule. Forward follow up letter to LGA's GM's. (J Lawler)

3.0 RWC Update

NSW Weeds Capacity Building and Engagement Priorities 2017-2020

The Committee noted the Weeds Capacity Building and Engagement Priorities which has been published by DPI.

Review of Regional Strategic Management Plan

Jodie Lawler presented to the committee the process for reviewing the Regional Strategic Management Plan. The report will be regularly updated by the Regional Weeds Coordinator and the Working Group. The Committee approved the process.

4.0 Community Engagement, Resources and Projects

Jodie Lawler spoke to the RWC on Community Engagement, Resources and Projects. The following was noted:

- Depending on the season, training for Grass and Weed Identification will be held in June by Harry Rose.
- Training for Weeds Risk Assessment will be conducted by Phil Blackmore and possibly held after the next RWC meeting.
- Weeds in Hay and Grain Pamphlet has been published by LLS and distributed to Committee members.
- Hudson Pear Workshop is organised in Coonamble for 26 March.
- TV advertising for 'No space for Weeds Campaign' will commence in April.

5.0 DPI Update

Phil Blackmore gave a DPI Update. The following was noted by the Committee:

- WeedWise App Update – Phil updated the Committee on the upgrade to WID - search by plant characteristics. It was suggested that you don't over describe the plant, couple of characteristics is all you need. There is a Website Feedback form for providing feedback and suggestions to DPI
- *Action: Feedback to WID developer to come up with a better plant descriptor. (P Blackmore)*



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- MERI – Finalisation of the MERI framework will only be completed when consultation is finalised with RWC. The reporting schedule will be finalised by November 2019. The Committee discussed some concerns they have with the framework and referred to the Working Group for recommendations.

Action: MERI Frame work to be put on the agenda for Weeds Action Plan Working Group. (J Lawler)

- BIS – Interface is closer to being launched. There have been significant updates with one being the error checker which will notify you straight away if there is a problem. The Committee noted that all LCA Weeds Officers are reporting into BIS
- Compliance Standard – audits will be starting.
- Mental Health Welfare – Macquarie Valley Weeds Committee are looking at rolling out Mental Health training for its members.

5.1 Hudson Pear

The Committee recommend a Central West Hudson Pear taskforce be created and that a review of the weeds risk assessment for Hudson Pear in the Central West be undertaken as outbreaks are more common. The following was noted by the Committee:

- reported outbreaks at Baradine and Pilliga (falls into Coonamble Shire, 50KM out of Coonamble), further inspections will be done by National Parkes and CMCC.
- Jacky Wiblin updated the Committee on the weed risk management plan that she has created for the Crown Lands area.
- Inland Rail have moved their corridor through the middle of the Quanda Hudson Pear patch.
- Hudson Pear produces seeds if conditions are right.
- Hudson Pear is a Weeds of National Significance, Crown Lands give merit to a weed of National significance for funding.

Action: Hudson Pear Taskforce to be added to the next meeting agenda. (J Lawler)

Action: Meeting to be organised between Crown Lands and DPI to discuss the Crown Lands Hudson Pear Risk Management Plan. (P Blackmore/Jacky Wiblin)

6.0 Weed Action Plan Working Group & Round up

The Committee approved the proposal of forming a Weeds Action Plan Working Group and agreed to the meetings being held after the RWC meetings. The following delegates were nominated with all in favour:

Jacky Wiblin – Crown Lands

Kane Davison – Parkes Shire Council

Andy Fletcher – Castlereagh Macquarie County Council

Brian Bonello – Bogan Shire Council

Andrew Cosier – Dubbo Regional Council



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The committee decided that individual verbal updates at the RWC meetings would be time consuming and that updates from nominated LCA Weeds Officer or Stakeholders would be more beneficial.

Action: Standing agenda item to be add for next meeting –Stakeholders Presentation (operational strategic issues). (J Lawler)

Arum Berry from John Holland Rail provided the Committee with a verbal updated. The following was noted:

- Inspections have been carried out between Troy Junction to Coonamble, Wellington to Nyngan, Molong to Parkes. Serrated Tussock Inspections have also been carried out between Stuart Town and Wellington.
- Currently controlling mechanical and chemical control of Blackberry – Orange to Cookamindgera, Wallerawang – Rylstone, Dubbo- Bowenfels (Sodwalls-Stuart Town).
- Future control will be between Molong to Parkes which will be chemical control of Blackberry.
- In the coming months JHR will take delivery of M.A.N. road/rail truck capable of carrying 4000ltr of chemical and delivery via 10m boom or twin 150mtr side hose reels. The will substantially bolster the weed control and inspection capability of the JHR Internal Team with substantial cost efficiencies.

7.0 Funding Distribution Algorithm

Action: Forward version 14 algorithm formula to Committee. (P Blackmore)

8.0 Joint Project Opportunities

Dubbo Regional Council and Lachlan Shire Council have applied for the Communities Combating Pests and Weed Impacts During Drought Program – Biosecurity Management of Pests and Weeds Funds.

9.0 Correspondence

The Weeds Society of NSW

The Committee noted the letter received from The Weed Society of NSW asking for EOI to host the 21st NSW Weeds Conference. A decision was made to write a letter to Dubbo Regional Council and Parkes Shire Council inviting them to consider putting in an EOI to hold the event, highlighting benefits it will bring to the region, the impact it will have on weeds in the Central West and noting that the CW RWC will support the event.

Action: Draft letter to Dubbo Regional Council and Parkes Shire Council regards Weeds Society Conference. (J Lawler)

It was noted that nomination for this year's State Conference close on 15 March. Chris White encouraged members to put in an EOI to present on rural weeds management in the Central West. CMCC have put in an EOI to present on Hudson Pear at the conference.



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10.0 Nominated Weed for Review

Spiny Burr Grass

Jodie Lawler updated the Committee on the Spiny Burr Grass issue at Collie. A meeting was held at Armatree on 6 February with representatives from CMCC and Gilgandra Shire Council. The Committee were presented with a draft procedure which has been written on Stock entering CWLLS TSRs and Council Roadsides where known infestations of priority weeds exist. Peta Holcombe has made a recommendation to the biosecurity team that the routine stock movement permits that cross the spiny burr grass areas be review. Andy Fletcher has organised Roadside signage to be installed in the area.

Action: Next meeting weed for review will be Green Cestrum, add to agenda.

11.0 Strategic Business

Spraying on public land – Peter Shinton had an inquiry regarding private landholders spraying on roadsides etc. The Committee's recommendation was that it does not encourage private landholders spraying on public land.

Off Target Spraying - Brian Bonello updated the Committee on Off Targeting Spraying and 2,4-D Seminar which was held in Nyngan. There is significant new research about spray drift characteristics. Chris White noted that LLS Board have met with Macquarie SOS representatives who are rolling out workshops across Central West regarding the changes to labelling and spray nozzles.

Action: Add to next agenda Off Targeting Spraying and 2,4-D and investigate getting Bill Gordon – (Bill Gordon consulting) to present to the Committee.

Glyphosate – Phil Blackmore updated the Committee on the Canadian Government's review into Glyphosate. The review concluded that Glyphosate is not a risk to humans, therefore use as per normal.

RWC Meeting close 12.45pm

12.0 LCA's Weeds Officers Meeting

A separate meeting was held with The LCA Weeds Officers after the RWC meeting commencing at 2.00pm.

12.1 Delegates Report

The Weeds Officers approved the new format delegates report. The report will be submitted to each RWC meeting.

12.2 Regional Projects

Jodie Lawler discussed with the Weeds Officers the possibility of doing a Regional Project together using some available WAP funds.



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CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

To be held at Coonamble Shire Council Chambers
on 25th March 2019

The Weeds Officers decided to do a campaign on Green Cestrum throughout the Central West region as this was considered a weed of significance in our area. The campaign will include the following:

- Pamphlet/flyer
- Advertising in local papers
- Roadside signage
- Merchandise – Stubbie Holder

LCA Weeds Officers Meeting closed at 2.30pm

Next meeting – 28 May, 2019



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CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

To be held at Coonamble Shire Council Chambers
on 25th March 2019

Action no.	Meeting Date	Action	Resp. Person	Status
1.	05/03/2019	Circulate to committee the LGA/LLS biannual visits schedule. Forward follow up letter to LGA's GM's.	J Lawler	March
2.	05/03/2019	Feedback to WID developer to come up with a better plant descriptor.	P Blackmore	March
3.	05/03/2019	MERI Frame work to be put on the agenda for Weeds Action Plan Working Group.	J Lawler	May
4.	05/03/2019	Hudson Pear Taskforce to be added to the next meeting agenda.	J Lawler	May
5.	05/03/2019	Meeting to be organised between Crown Lands and DPI to discuss the Crown Lands Hudson Pear Risk Management Plan.	P Blackmore/Jacky Wiblin	March
6.	05/03/2019	Standing agenda item to be add for next meeting –Stakeholders Presentation (operational strategic issues).	J Lawler	May
7.	05/03/2019	Forward version 14 algorithm formula to Committee.	P Blackmore	March
8.	05/03/2019	Draft letter to Dubbo Regional Council and Parkes Shire Council regards Weeds Society Conference.	J Lawler	March
9.	05/03/2019	Next meeting weed for review will be Green Cestrum, add to agenda.	J Lawler	May
10.	05/03/2019	Add to next agenda Off Targeting Spraying and 2,4-D and investigate getting Bill Gordon – (Bill Gordon consulting) to present to the Committee.	J Lawler	May
11.	29/11/18	Quanda Workshop to be arranged for 12 February 2019. Update: Workshop has been postponed to 26 March in Coonamble.	J Lawler	Ongoing
12.	29/11/18	Feedback to the Committee on outcomes of MERI discussions with DPI. Update: Feedback and changes to the MERI Framework will be going to the State Weeds Committee at the end of the month. ONGOING	J Lawler	March
13.	21/08/2018	Jodie Lawler to respond to Western's LLS email on discussed issues regarding the potential of	Jodie Lawler	Ongoing



CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

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on 25th March 2019

		<i>cross regional weeds. Update: Waiting a response from Western LLS. ONGOING</i>		
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Section 2

Senior Weeds Officer's Report

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

To be held at Coonamble Shire Council Chambers
on 25th March 2019

ITEM 8.1. SENIOR WEED OFFICERS REPORT

New weed incursion report: HUDSON PEAR (Cylindropuntia Pallida)

Baradine (Warrumbungle Shire) – Goorianawah Road (South) Baradine. Approx 5 km Baradine Township, 3 isolated plants roadside, further south roadside 1 isolated plant. Infestations have been hand removed, ground treated, data reported to DPI.



Pilliga (Coonamble Shire) – Terebone Road West Pilliga, Urawilkie. Infestation approx. 100 plus plants, growth various stages, infestation on National Parkes reserve. Site has been treated by National Parkes, location inspected by CMCC, data reported to DPI.

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:

Confidential Reports

CASTLEREAGH MACQUARIE COUNTY COUNCIL

Meeting of Council

Held at the Gilgandra Council Chambers
on Monday 3rd December, 2018

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.**