



# **AGENDA FOR ORDINARY COUNCIL MEETING**

**Monday 26<sup>th</sup> April 2021**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Council Meeting of Castlereagh Macquarie County Council will be held at the Coonamble Shire Council Chambers on **26<sup>th</sup> April 2021** commencing at **10.00am** to discuss the items listed in the Agenda.

Michael Urquhart  
**GENERAL MANAGER**

## Table of Contents

<b>1. OPENING OF MEETING .....</b>	<b>3</b>
<b>2. LEAVE OF ABSENCE .....</b>	<b>3</b>
<b>3. DECLARATION OF INTERESTS .....</b>	<b>4</b>
<b>4. CONFIRMATION OF MINUTES/MATTERS ARISING .....</b>	<b>5</b>
4.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 4 <sup>TH</sup> MARCH 2021.....	5
<b>5. REPORT OF THE GENERAL MANAGER .....</b>	<b>9</b>
ITEM 5.1 CASH AND INVESTMENT REPORTS FOR 28 <sup>TH</sup> FEBRUARY AND 31 <sup>ST</sup> MARCH 2021	19
ITEM 5.2 CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT .....	11
ITEM 5.3 QUARTERLY BUDGET REVIEW STATEMENT – 31 <sup>ST</sup> MARCH 2021.....	20
ITEM 5.4 THIRD QUARTER OPERATIONAL PLAN 2020/2021 .....	29
ITEM 5.5 ADOPTION 2021/2022 OPERATIONAL PLAN AND LONG-TERM FINANCIAL PLAN INCLUDING FEES AND CHARGES .....	43
ITEM 5.6 IMPORTANT DATES – UPCOMING MEETINGS AND EVENTS.....	44
<b>6. REPORT OF THE SENIOR BIOSECURITY OFFICER.....</b>	<b>46</b>
<b>11. QUESTIONS FOR NEXT MEETING.....</b>	<b>69</b>
<b>12. CONFIRM DATE OF NEXT MEETING .....</b>	<b>69</b>
<b>13. CLOSE OF MEETING .....</b>	<b>69</b>

## 1. OPENING OF MEETING

Time: \_\_\_\_\_am

## 2. LEAVE OF ABSENCE

Leave of Absence
<p><b>Recommendation:</b></p> <p>That the leave of absence received from _____are accepted and a leave of absence granted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>

### 3. DECLARATION OF INTERESTS

*Councillors and senior staff are reminded of their obligation to declare their interest in any matters listed before them.*

*In considering your interest you are reminded to include pecuniary, non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.*

*Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.*

*Councillors must state their reasons in declaring any type of interest.*

Councillor	Item No.	Pecuniary/Non-Pecuniary	Reason

## 4. CONFIRMATION OF MINUTES/MATTERS ARISING

### 4.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 4<sup>TH</sup> MARCH 2021

Minutes of Ordinary Council Meeting – 4 <sup>th</sup> March 2021
<p><b>Recommendation:</b></p> <p>That the minutes of the ordinary Council meeting held 4<sup>th</sup> March 2021, having been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>

**Attachments:**

Meeting Minutes – 4<sup>th</sup> March 2021

# CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL  
HELD AT COONAMBLE SHIRE COUNCIL CHAMBERS ON THURSDAY 4<sup>th</sup> MARCH 2021  
AT 10:15AM.**

**PRESENT:** Cirs P. Shinton, M. Martinez, P. Cullen, B. Fisher, R. Lewis, A. Brewer and I. Woodcock.

**ABSENT:** Cirs D. Batten, I. Andrew Brewer and M. Beach.

**STAFF MEMBERS:** M. Urquhart (General Manager), A. Fletcher (Senior Biosecurity Officer), and A. Carraro (Minute Secretary).

**WELCOME:** Meeting was opened at 10.15am and Cir Shinton welcomed all councillors and staff to the meeting.

## **03/21/1 Leave of Absence**

**Resolved:**

That the leave of absence received from Councillors Batten, Beach Brewer are accepted and a leave of absence granted.

**Moved:** Cir Bill Fisher

**Seconded:** Cir Greg Peart

**Carried**

## **DECLARATIONS OF INTEREST- NIL**

## **03/21/2 Minutes of Ordinary Council Meeting – 04<sup>th</sup> March 2021**

**Resolved:**

That the minutes of the ordinary Council meeting held 04<sup>th</sup> March 2021, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Cir Peart

**Seconded:** Cir Woodcock

**Carried**

**03/21/3 Cash and Investment Reports – 30<sup>th</sup> November 2020, 31<sup>st</sup> December 2020 and 31<sup>st</sup> January 2021**
**Resolved:**

That the Investment report for 30<sup>th</sup> November 2020, 31<sup>st</sup> December 2020, 31<sup>st</sup> January 2021 be received and noted.

**Moved:** Cllr Cullen  
**Seconded:** Cllr Lewis

**Carried**
**03/21/4 Circulars Received From the NSW Office of Local Government**
**Resolved:**

That the Information contained in the following Departmental circulars 20-38 to 20-42 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:** Cllr Woodcock  
**Seconded:** Cllr Fisher

**Carried**
**03/21/5 Quarterly Budget Review Statement – December 2020**
**Resolved:**

That Council adopt the attached Quarterly Budget Review Statement for 31<sup>st</sup> December 2020 as tabled.

**Moved:** Cllr Martinez  
**Seconded:** Cllr Lewis

**Carried**
**03/21/6 Second Quarter Operational Plan and Delivery Program for 2020/2021**
**Resolved:**

Council accept the progress made on the 2020/2021 Operational Plan as at 31<sup>st</sup> December 2020.

**Moved:** Cllr Cullen  
**Seconded:** Cllr Martinez

**Carried**

03/21/7 2021/2022 Draft Operational Plan & LTFP
<p><b>Resolved:</b></p> <p>That the Draft Operational Plan for 2021/2022 be placed on public exhibition for a period of 28 days from the 6<sup>th</sup> March 2021 until 4:30pm on the 5<sup>th</sup> April 2021, inviting submissions from the public during this time.</p> <p><b>Moved:</b> Cllr Peart  <b>Seconded:</b> Cllr Lewis</p> <p style="text-align: right;"><b>Carried</b></p>

03/21/8 Senior Biosecurity Officer's Report
<p><b>Resolved:</b></p> <p>That Council receive and note the Senior Biosecurity Officer's March 2021 report</p> <p><b>Moved:</b> Cllr Lewis  <b>Seconded:</b> Cllr Peart</p> <p style="text-align: right;"><b>Carried</b></p>

**Close of Meeting**

The meeting closed at 11.30am.

To be confirmed at the next meeting of Council to be held on Monday 26<sup>th</sup> April 2021.

\_\_\_\_\_  
 Chairman

\_\_\_\_\_  
 General Manager



## 5. REPORT OF THE GENERAL MANAGER

### ITEM 5.1 CASH AND INVESTMENT REPORTS FOR 28<sup>TH</sup> FEBRUARY AND 31<sup>ST</sup> MARCH 2021

**REPORTING SECTION:** General Manager

**AUTHOR:** Michael Urquhart

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#### Summary:

This report provides a summary and analysis of Council's cash and investments for the period ending 28<sup>th</sup> February and 31<sup>st</sup> March 2021.

#### Background:

The investment portfolio consists of bank accounts and fixed rate interest bearing deposits. The portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Council's investment portfolio is not subject to share market volatility.

Comparisons are regularly made between existing investments with available products that are not part of Council's portfolio, but that meet Council's policy guidelines.

All investments at 28th February and 31st March 2021 are compliant with the Relevant Reference Documents and Policies listed later in this report.

#### Current Position:

Council at 31<sup>st</sup> March 2021 held a total of \$120,876.61 in on-call and interest bearing deposits with financial institutions within Australia. All investments are held with approved deposit taking institutions with a short term rating A-2(A2)/BBB or higher. Council does not have any exposure to unrated institutions.

#### 28<sup>th</sup> February 2021

Investment Number	Date invested	Amount \$	Lodged With	Rate % per annum	Term	Due Date
PART472250081929 ELE Reserve	07/11/2020	61,381.61	CBA	0.45	6 months	07/05/2021
PART 472250081929 Plant	07/11/2020	22,227.00	CBA	0.45	6 months	07/05/2021
PART472250081929 Building Reserve	07/11/2020	20,000.00	CBA	0.45	6 months	07/05/2021
PART 472250081929 Investment Reserve	07/11/2020	17,268.00	CBA	0.45	6 months	07/05/2021
General Fund Bank Account Balance	28/02/2021	1,392,803.84	CBA			N/A
<b>TOTAL</b>		<b>\$1,513,680.45</b>				

**31<sup>st</sup> March 2021**

Investment Number	Date invested	Amount \$	Lodged With	Rate % per annum	Term	Due Date
PART472250081929 ELE Reserve	07/11/2020	61,381.61	CBA	0.45	6 months	07/05/2021
PART 472250081929 Plant	07/11/2020	22,227.00	CBA	0.45	6 months	07/05/2021
PART472250081929 Building Reserve	07/11/2020	20,000.00	CBA	0.45	6 months	07/05/2021
PART 472250081929 Investment Reserve	07/11/2020	17,268.00	CBA	0.45	6 months	07/05/2021
General Fund Bank Account Balance	31/03/2021	1,227,437.26	CBA			N/A
<b>TOTAL</b>		<b>\$1,348,313.87</b>				

**Relevant Reference Documents/Policies:**

Local Government Act (NSW), 1993  
 Local Government (General) Regulation 2005  
 Ministerial Investment Order 5<sup>th</sup> January 2016  
 Investment Policy (Revised and adopted in June 2019)

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Stakeholders:**

Castlereagh Macquarie County Council  
 Constituent Councils  
 Residents of Constituent Councils  
 Financial Institutions

**Conclusion:**

As at 31<sup>st</sup> March 2021, Council's available cash and invested funds totalled \$1,533,589.10.

**Cash and Investment Reports – 28<sup>th</sup> February and 31<sup>st</sup> March 2021****Recommendation:**

That the investment report for 28<sup>th</sup> February and 31<sup>st</sup> March 2021 be received and noted.

**Moved:****Seconded:**

## ITEM 5.2 CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT

**REPORTING SECTION:** General Manager  
**AUTHOR:** Michael Urquhart

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**Summary:**

Copies of circulars received from the Local Government Office Department of Premier and Cabinet are attached for Councillors information. Circulars are emailed to Councillors when published from LGNSW.

**Background:**

The General Manager has flagged the following circulars as requiring the particular attention of Councillors:

21-01 Transitioning back to in-person council and committee meetings and consultation on proposed changes allowing remote attendance at meetings

21-02 Temporary exemption from the requirement for councillors to attend meetings in person

**Governance Issues:**

All circulars have Governance implications. Where necessary the subject of particular circulars will be raised in following reports.

**Stakeholders:**

Councillors

Castlereagh Macquarie County Council staff

**Financial Implications:**

Obviously some circulars will have a financial impact and where this is the case, Councillors particular attention will be drawn to them.

**Conclusion:**

Council will need to comply with the various requirements set out in the circulars.

Circulars Received From the NSW Office of Local Government
<p><b>Recommendation:</b></p> <p>That the information contained in the following Departmental circulars 21-01 to 21-02 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>

**Attachments:**

Circulars



Circular Details	21-01 / 9 March 2021 / A754070
Previous Circular	20-37 <i>Status of special COVID-19 measures</i>
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
Action required	Council to Implement / Response to OLG

Transitioning back to in-person council and committee meetings and consultation on proposed changes allowing remote attendance at meetings

### What's new or changing

- The "prescribed period" for the purposes of section 747A of the *Local Government Act 1993* (the Act) during which the requirement for councillors and members of the public to attend meetings is satisfied if the meeting is held in whole or in part remotely using audio visual links, expires on **25 March 2021**.
- The Government recognises that most councils have successfully implemented remote attendance by councillors at meetings by audio-visual link during the COVID-19 pandemic and that some councils have called for the option of remote attendance to be made available to them on an ongoing basis to encourage greater diversity of representation.
- The Office of Local Government (OLG) has issued a consultation paper, *Remote Attendance by Councillors at Council Meetings*, to seek the views of councils and others on proposed amendments to the *Model Code of Meeting Practice for Local Councils in NSW* (Model Meeting Code) to allow councils to permit **individual** councillors to attend meetings remotely by audio-visual link in certain circumstances. The proposed new provisions will not be mandatory, and councils will be able to choose whether to include them in their adopted codes of meeting practice.
- The consultation paper is available on OLG's website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au). Submissions are due by COB 3 May 2021.
- While OLG is consulting on the proposed amendments to the Model Meeting Code, amendments will be made to the *Local Government (General) Regulation 2005* (the Regulation) to allow councils to permit individual (but not all) councillors to attend meetings by audio-visual link. The amendments will be temporary and will expire on **31 December 2021**. Further guidance will be provided on the interim arrangements when the Regulation amendment is made.

### What this will mean for your council

- The Regulation will be amended while OLG consults on the proposed amendments to the Model Meeting Code to allow councils to give approval for individual (but not all) councillors to attend meetings remotely. The amendments will be temporary and will expire on **31 December 2021**. The Regulation amendments will not allow whole councils to meet remotely by audio-visual link.
- Under the Regulation amendments, the decision to permit councillors to attend and participate in meetings remotely by audio-visual link will be one that is at

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each council's discretion. Councils should only give approval for councillors to attend meetings by audio-visual link in exceptional circumstances, for example, because the councillor is prevented from attending the meeting due to illness, disability, carer responsibilities, a natural disaster or because the councillor is away from the local area on council related business.

- From **26 March 2021**, councils will once again be required under section 10 of the Act to permit members of the public to attend meetings in person, subject to the requirements of any Public Health Order in force at the time and social distancing requirements. Councils can limit the number of members of the public attending meetings to comply with the Public Health Order and to ensure appropriate social distancing.
- As of **12 February 2021**, the number of persons permitted to attend council and committee meetings in addition to councillors and staff under the *Public Health (COVID-19 Restrictions on Gathering and Movement) Order 2021* (the Public Health Order) has been increased. Up to 25 persons may attend meetings. Councils can permit more than 25 persons to attend meetings provided the size of the meeting venue is sufficient to ensure there is at least 2 square metres of space for each person at the meeting venue. Councillors and council staff are not to be counted when calculating the space available for each person at the meeting venue and the number of persons who are attending a meeting.
- The number of persons permitted to attend meeting venues under the Public Health Order is the *maximum permissible*. Councils should continue to ensure appropriate social distancing is practiced at meetings and should undertake their own risk assessment of meeting venues and apply whatever COVID mitigation strategies may be necessary to ensure appropriate social distancing is practiced at meetings.
- Where councils are required to limit the number of members of the public attending meetings, they should consider livestreaming their meetings to ensure excluded members of the public can view them in real time.

#### Key points

- OLG is seeking the views of councils and others on the proposed amendments to the Model Meeting Code.
- If adopted by councils, under the proposed new provisions, councils will be able to give approval for individual councillors to attend a meeting remotely by audio-visual link where the councillor is prevented from attending the meeting because of ill health, disability, carer responsibilities, natural disaster or, on a limited number of occasions in each year, because they are absent from the local area due to a prior work commitment.
- The proposed new provisions will not be mandatory, and councils can choose whether to include them in their adopted codes of meeting practice.
- Submissions may be made to [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au), labelled 'Remote attendance at council and committee meetings' and marked to the attention of OLG's Council Governance Team.
- Submissions should be made before **COB 3 May 2021**.

#### Where to go for further information

- More information on the current Public Health Order is available [here](#).
- The *Remote Attendance by Councillors at Council Meetings* consultation paper is available on OLG's website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).

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- Further guidance will be provided on the interim Regulations allowing councillors to attend meetings remotely once they are made.
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).



**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**

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Circular Details	21-02 / 1 April 2021 / A765862
Previous Circular	21-01 <i>Transitioning back to in-person council and committee meetings and consultation on proposed changes allowing remote attendance at meetings</i>
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
Action required	Information / Council to Implement

### Temporary exemption from the requirement for councillors to attend meetings in person

#### What's new or changing

- The Office of Local Government (OLG) is currently consulting with councils and others on proposed amendments to the *Model Code of Meeting Practice for Local Councils in NSW* (Model Meeting Code) allowing councillors to attend meetings remotely using audio-visual links. A [discussion paper](#) has been issued and submissions are due on 3 May 2021.
- The *Local Government (General) Regulation 2005* (the Regulation) has been amended to temporarily exempt councils from complying with the requirement under their codes of meeting practice for councillors to be personally present at meetings to participate in them. The exemption expires on 31 December 2021.
- The Regulation amendment will operate to allow councils to permit councillors to attend meetings remotely by audio-visual link while OLG consults on the new provisions of the Model Meeting Code and until such time as councils are able to adopt them.

#### What this will mean for your council

- As of 26 March 2021, councils are now required under section 10 of the *Local Government Act 1993* to hold meetings of the council and committees comprising only of councillors in physical venues and to permit members of the public to attend meetings in person, subject to the requirements of any Public Health Order in force at the time and social distancing requirements.
- The Regulation amendment operates to exempt councils from the requirement under clause 5.2 of the Model Meeting Code for councillors to be personally present at a meeting in order to participate in it.
- For the period in which the Regulation amendment is in force, councils have the option to permit councillors to attend and participate in meetings remotely by audio-visual link should councils choose to do so.
- Councils are not required to amend their codes of meeting practice to allow councillors to attend meetings remotely by audio-visual link while the Regulation amendment is in force but should adopt procedures governing attendance by councillors at meetings by audio-visual link to supplement their codes of meeting practice. Suggested procedures are attached to this circular.

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- The Regulation amendment does not apply to joint organisations of councils or county councils. The regulation making power under which the Regulation has been amended only allows exemptions to be made for “areas” constituted under Part 1 of Chapter 9 of the Act. These provisions do not apply to joint organisations of councils or county councils.
- Joint organisations are already permitted to meet by telephone or other electronic means under clause 397G of the Regulation and the Model Meeting Code. However, it is not possible to exempt county councils by regulation and members of county councils will need to continue to attend meetings in person to participate in them until amendments are made to the Model Meeting Code permitting attendance at meetings by audio-visual link.
- In dealing with requests by councillors to attend meetings by audio-visual link on grounds of illness, disability or caring responsibilities, councils must ensure they comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002*.

#### Where to go for further information

- Suggested procedures for attendance by councillors at meetings using audio-visual link are attached to this circular.
- The *Remote Attendance by Councillors at Council Meetings* consultation paper is available on OLG’s website [here](#).
- Guidance on the Health Privacy Principles is available [here](#).
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).



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## ATTACHMENT

## Procedures for attendance by councillors at meetings by audio-visual link

## What is an “audio visual link”

- For the purposes of these procedures, an audio-visual link is a facility that enables audio and visual communication between persons at different places.

## Approval for councillors to attend meetings by audio visual link

- The council and committees of the council comprising wholly of councillors may, in response to a request made by a councillor, resolve to permit the councillor to attend one or more meetings of the council or committee remotely by audio visual link where it is satisfied that the councillor will be prevented from attending the meeting/s in person because of illness, disability, caring responsibilities, or such other reason that is acceptable to the council or committee.
- Requests by councillors to attend meetings remotely by audio-visual link must be made in writing to the General Manager at least *[council to specify a timeframe that is consistent with the timeframe for lodging notices of motion]* business days before a meeting, and must provide information about the meetings the councillor will be prevented from attending in person and the reason why the councillor will be prevented from attending the meeting/s in person.
- A resolution by the council or a committee of the council permitting a councillor to attend one or more meetings by audio-visual link must provide the following information:
  - the grounds on which the councillor is being permitted to attend meetings remotely by audio visual link, but not where those grounds relate to illness, disability or caring responsibilities, and
  - details of the meetings the resolution applies to.
- The council or committee of the council may permit more than one councillor to attend a meeting by audio-visual link but must not permit all councillors to attend a meeting by audio-visual link.
- A decision to permit a councillor to attend a meeting remotely by audio-visual link is at the council's or the committee's discretion. The council and its committees must act reasonably when considering requests by councillors to attend meetings remotely by audio-visual link.
- The council and its committees are under no obligation to permit a councillor to attend a meeting remotely by audio-visual link where the technical capacity does not exist to allow the councillor to attend a meeting by these means.
- The council and its committees may refuse a councillor's request to attend a meeting remotely by audio-visual link where the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or comply with the council's code of meeting practice on one or more previous occasions when they have attended a meeting of the council or its committees by audio-visual link.

### Attendance by councillors at meetings by audio visual link

- Where a councillor attends a meeting by audio-visual link with the approval of the council or a committee of the council they are to be taken as attending the meeting in person for the purposes of the council's code of meeting practice and will have the same voting rights as if they were attending the meeting in person.
- The council's code of meeting practice will apply to a councillor attending a meeting remotely by audio-visual link, in the same way it would if the councillor was attending the meeting in person.
- Councillors must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link.
- Councillors must be appropriately dressed when attending meetings by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.
- Where a councillor attends a meeting of the council or a committee of the council by audio-visual link, the minutes of the meeting must record that they attended the meeting by audio-visual link.

### Conflicts of interest

- Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the council's code of conduct.
- Where a councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

### Confidentiality

- Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting has been closed to the public under section 10A of the *Local Government Act 1993*.

### Maintenance of order

- Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio link to the meeting for the purposes of enforcing compliance with the council's code of meeting practice.
- If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

### Compliance with the Health Privacy Principles

- The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting remotely by audio-visual link.

## ITEM 5.3 QUARTERLY BUDGET REVIEW STATEMENT – 31<sup>st</sup> MARCH 2021

**REPORTING SECTION:** General Manager  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:**

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### Summary:

The General Manager reports to Council on the status of the March 2021 Quarterly Budget Review (QBR) Statement. The report outlines the third quarter operations against the adopted 2020/2021 budget estimates, with income and expenditure variations made because of actual differences or known trends.

### Background:

The Quarterly Budget Review document is a statutory requirement under the Local Government (General) Regulations 2005, Part 9, Division 3, Section 203 and is an essential aspect of Council's financial management. A budget review is to be prepared and submitted to Council not later than two months after the end of each quarter.

### Current Position:

The current position is detailed in the attached Quarter 3 (period ending 31<sup>st</sup> March 2021) Quarterly Budget Review Statement report.

Generally the majority of income and expenditure estimates for 2020/2021 are on track, however there is a large number of major variations brought to account in the attached report because of current expenditure trends, new grant projects, or the availability of known actual figures.

Council's operations after capital expenditures and transfers to and from reserves has recorded a quarterly cash deficit of \$1,011 which increases the forecast end of year result to a cash deficit of \$5,137.

The major variations for the March 2021 quarter are listed below.

Description	Explanation	Saving	Expense
Plant Income	Plant income adjusted to equal the distribution of plant expenditure	0	26,433
Superannuation	Original estimate does not reflect actual 9.5% contribution for the year	0	10,500
CRIF Grant	Invasive weed control grant	9,090	9,090
Private Works	Additional net expense for fleet change	80,000	36,333
Sale of plant assets	Bringing to account additional funds on sale of motor vehicles	9,136	0
Other variations	Net of all other variations for the quarter	0	16,881
	<b>Totals of adjustments</b>	98,226	99,237
	Net adjustment for quarter		1,011

### Relevant Reference Documents/Policies:

Local Government Act 1993  
Local Government (General) Regulation 2005  
Integrated Planning and Reporting Framework

### Governance issues:

The Quarterly Budget Review Statement is a key document for Council in monitoring the progress of the Annual Budget and more broadly its achievement of the objectives within the Strategic Plan.

### Financial Implications:

The Quarterly Budget Review details Councils current financial projections for the 2020/2021 fiscal year as at the quarter ending 31<sup>st</sup> March 2021.

**Alternative Solutions/Options:**

Not Applicable

**Conclusion:**

The QBRS as at 31<sup>st</sup> March 2021 provides council with information relating to the status of the budget after nine (9) months of operation.

<b>Quarterly Budget Review Statement – 31<sup>st</sup> March 2021</b>
<p><b>Recommendation:</b></p> <p>That Council adopt the attached Quarterly Budget Review Statement for 31<sup>st</sup> March 2021 as tabled.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>

**Attachments:**

Quarterly Budget Review Statement – 31<sup>st</sup> March 2021

CASTLEREAGH MACQUARIE COUNTY COUNCIL									
Quarterly Budget Review as at 31st March 2021.									
		Adopted	Approved	Revised	Requested	Revised	Actual	Balance	%
		Budget	Variation	Budget	Variation	Budget	To Date	Remaining	utilised
		2020-21			This QTR	2020-21		For Year	for year
INCOME									
Administration									
DPI - MVWAC Grant			\$0	\$0			\$0	\$0	
DPI - NW LLS WAP Grant		\$116,316		\$116,316		\$116,316	\$116,316	\$0	100%
DPI - CW LLS WAP Grant		\$207,178	\$3,409	\$210,587	(\$5,484)	\$205,103	\$205,103	\$0	100%
CRIF Grant		\$0		\$0	\$9,090	\$9,090	\$9,090	\$0	100%
Weed Certificates		\$896		\$896	(\$500)	\$396	\$0	\$396	0%
Constituent Council Contribs		\$553,137	(\$2)	\$553,135		\$553,135	\$553,135	\$0	100%
Interest on Investments		\$3,088		\$3,088		\$3,088	\$0	\$3,088	0%
Property Insurance Rebate		\$3,137		\$3,137	(\$3,137)	\$0	\$0	\$0	#DIV/0!
Vehicle Insurance Adj		\$1,569		\$1,569	(\$1,569)	\$0	\$0	\$0	#DIV/0!
WH&S Incentive Rebate		\$5,619	(\$619)	\$5,000		\$5,000	\$5,000	\$0	100%
MV Claim discount		\$2,698		\$2,698	(\$2,698)	\$0	\$0	\$0	#DIV/0!
Administration - Total		\$893,638	\$2,788	\$896,426	(\$4,298)	\$892,128	\$888,644	\$3,484	100%
Private Works									
Private Works Income		\$50,000	\$4,500	\$54,500	\$80,000	\$134,500	\$128,894	\$5,606	96%
DPI Bio Contraol Unit		\$0	\$90,000	\$90,000		\$90,000	\$90,000	\$0	100%
Private Works - Total		\$50,000	\$94,500	\$144,500	\$80,000	\$224,500	\$218,894	\$5,606	98%
Other Income									
Plant Income		\$167,280		\$167,280	(\$26,433)	\$140,847	\$100,443	\$40,404	71%
profit on sale of plant		\$5,000		\$5,000		\$5,000	\$0	\$5,000	0%
Other Income - Total		\$172,280	\$0	\$172,280	(\$26,433)	\$145,847	\$100,443	\$45,404	69%
Revenue Income - Total		\$1,115,918	\$97,288	\$1,213,206	\$49,269	\$1,262,475	\$1,207,981	\$54,494	96%
EXPENDITURE									
Administration Costs									
General Manager's Salary		\$52,000		\$52,000		\$52,000	\$40,000	\$12,000	77%
Contract Administrative Support		\$44,482		\$44,482		\$44,482	\$16,300	\$28,182	37%
IPR Costs		\$348		\$348		\$348	\$25	\$323	7%
Regional Meeting Expenses		\$2,500	\$4,000	\$6,500	\$2,500	\$9,000	\$6,923	\$2,077	77%
Travelling		\$2,000		\$2,000		\$2,000	(\$447)	\$2,447	-22%
Audit Fees		\$18,683		\$18,683		\$18,683	\$12,220	\$6,463	65%
Advertising		\$7,725		\$7,725		\$7,725	\$3,736	\$3,989	48%
Printing & Stationary		\$4,120		\$4,120		\$4,120	\$904	\$3,216	22%
Postage & Freight		\$1,177		\$1,177		\$1,177	\$511	\$666	43%
Storage Rental		\$3,045	\$1,115	\$4,160		\$4,160	\$3,702	\$458	89%
Telephone		\$9,048		\$9,048		\$9,048	\$3,717	\$5,331	41%
Bank Charges		\$670		\$670		\$670	\$266	\$404	40%
Legal Expenses		\$567		\$567		\$567	\$0	\$567	0%
Computer Bio Security System		\$14,257		\$14,257	\$368	\$14,625	\$14,625	\$0	100%
sundry admin expenses		\$7,500		\$7,500		\$7,500	\$5,550	\$1,950	74%
web site costs		\$5,000		\$5,000		\$5,000	\$970	\$4,030	19%
Subscription - Shires Assoc		\$3,005		\$3,005		\$3,005	\$0	\$3,005	0%
Administration Costs - Total		\$176,127	\$5,115	\$181,242	\$2,868	\$184,110	\$109,002	\$75,108	59%



	Adopted	Approved	Revised	Requested	Revised	Actual	Balance	%
	Budget	Variation	Budget	Variation	Budget	To Date	Remaining	utilised
	2020-21			This QTR	2020-21		For Year	for year
<b>Insurance Costs</b>								
Fidelity Guarantee	\$1,494	\$102	\$1,596		\$1,596	\$1,596	\$0	100%
Public Liability & Prof Indemnity	\$25,931	\$1,762	\$27,693		\$27,693	\$27,693	\$0	100%
Accumulated Sick Leave	\$1,107	(\$1,107)	\$0	(\$706)	(\$706)	(\$706)	\$0	100%
Property Insurance	\$5,870	\$1,255	\$7,125		\$7,125	\$7,125	\$0	100%
Personal Accident	\$1,996	(\$58)	\$1,938		\$1,938	\$1,938	\$0	100%
Councillor's and Officers' Liability	\$10,213	\$694	\$10,907		\$10,907	\$10,907	\$0	100%
Motor vehicle liability	\$8,215	\$150	\$8,365		\$8,365	\$8,365	\$0	100%
<b>Insurance Costs - Total</b>	<b>\$54,826</b>	<b>\$2,798</b>	<b>\$57,624</b>	<b>(\$706)</b>	<b>\$56,918</b>	<b>\$56,918</b>	<b>\$0</b>	<b>100%</b>
<b>Governance Costs</b>								
Chairperson's Allowance	\$2,557	\$5,452	\$8,009		\$8,009	\$7,029	\$980	88%
Councillors' Meeting Fees	\$11,942	\$28,456	\$40,398		\$40,398	\$35,888	\$4,510	89%
Councillors' Travelling	\$2,627		\$2,627		\$2,627	\$1,726	\$901	66%
Councillors' Subsistence - CMCC Mtgs	\$2,444		\$2,444		\$2,444	\$1,151	\$1,293	47%
Delegates Expenses	\$1,416		\$1,416		\$1,416	\$60	\$1,356	4%
<b>Governance Costs - Total</b>	<b>\$20,986</b>	<b>\$33,908</b>	<b>\$54,894</b>	<b>\$0</b>	<b>\$54,894</b>	<b>\$45,854</b>	<b>\$9,040</b>	<b>84%</b>
<b>Employee Overheads</b>								
ToolBox Meetings	\$12,000		\$12,000		\$12,000	\$1,435	\$10,565	12%
Annual Leave	\$38,482		\$38,482		\$38,482	\$21,928	\$16,554	57%
Long Service Leave	\$13,476		\$13,476		\$13,476	\$0	\$13,476	0%
Sick Leave	\$24,136		\$24,136		\$24,136	\$5,787	\$18,349	24%
compassionate leave	\$589		\$589		\$589	\$0	\$589	0%
Union Picnic Day	\$564	\$1,064	\$1,628		\$1,628	\$1,628	\$0	100%
Public Holidays NEI	\$15,065		\$15,065		\$15,065	\$5,801	\$9,264	39%
Superannuation	\$35,721		\$35,721	\$10,500	\$46,221	\$34,575	\$11,646	75%
Workers Compensation	\$10,500		\$10,500		\$10,500	\$6,180	\$4,320	59%
Protective Clothing	\$1,687		\$1,687		\$1,687	\$1,260	\$427	75%
Allowances Disability/Climatic	\$1,669		\$1,669	(\$1,669)	\$0	\$0	\$0	#DIV/0!
Staff Training	\$15,450		\$15,450		\$15,450	\$3,404	\$12,046	22%
<b>Sub -Total - Employee Overheads</b>	<b>\$169,339</b>	<b>\$1,064</b>	<b>\$170,403</b>	<b>\$8,831</b>	<b>\$179,234</b>	<b>\$81,998</b>	<b>\$97,236</b>	<b>46%</b>
<b>Sub Total Administrative Overheads</b>	<b>\$421,278</b>	<b>\$42,885</b>	<b>\$464,163</b>	<b>\$10,993</b>	<b>\$475,156</b>	<b>\$293,772</b>	<b>\$181,384</b>	<b>62%</b>
<b>Employee Overheads - Total</b>								
<b>Destruction of Weeds</b>								
WAP 1520 Grant Expenses - Super'n - Bio Officers	\$11,187		\$11,187		\$11,187	\$11,187	\$0	100%
WAP 1520 Grant Expenses - Property Inspections	\$170,000		\$170,000		\$170,000	\$68,977	\$101,023	41%
WAP 1520 Grant Expenses - Other Costs - Cnl Roads	\$121,495		\$121,495		\$121,495	\$92,072	\$29,423	76%
WAP 1520 Grant Expenses - HR - Roads	\$103,161		\$103,161		\$103,161	\$81,211	\$21,950	79%
WAP 1520 Grant Expenses - HR - TSRs	\$8,421		\$8,421		\$8,421	\$7,201	\$1,220	86%
WAP 1520 Grant Expenses - HR - WCs	\$6,842		\$6,842		\$6,842	\$601	\$6,241	9%
WAP 1520 Grant Expenses - HR - Rail Corridors	\$6,316		\$6,316		\$6,316	\$1,703	\$4,613	27%
WAP 1520 Grant Expenses - HR - n,s,o	\$5,000		\$5,000		\$5,000	\$988	\$4,012	20%
WAP 1520 Grant Expenses - H P T'force Admin	\$5,263		\$5,263		\$5,263	\$1,364	\$3,899	26%
WAP 1520 Grant expenses	\$1,532		\$1,532		\$1,532		\$1,532	0%
CRIF Grant	\$0		\$0	\$9,090	\$9,090		\$9,090	0%
Parkinsonia Weed Control	\$18,486		\$18,486		\$18,486	\$0	\$18,486	0%
Promotions & Field Days	\$12,838		\$12,838		\$12,838	\$4,859	\$7,979	38%
Administration Weed Control	\$15,200		\$15,200		\$15,200	\$10,988	\$4,212	72%
Weed Control Publicity	\$3,081		\$3,081		\$3,081	\$170	\$2,911	6%
<b>Destruction of Weeds - Total</b>	<b>\$488,822</b>	<b>\$0</b>	<b>\$488,822</b>	<b>\$9,090</b>	<b>\$497,912</b>	<b>\$281,321</b>	<b>\$216,591</b>	<b>57%</b>
<b>Private Works</b>								
Gilgandra Shire - Cost of Private Works	\$514	\$3,000	\$3,514	\$12,000	\$15,514	\$14,344	\$1,170	92%
DPI - Biocontrol and Quanda	\$0	\$82,000	\$82,000		\$82,000	\$33,939	\$48,061	41%
DPI - Border control	\$0		\$0	\$11,333	\$11,333	\$11,333	\$0	100%
Walgett Shire - Cost of Private Works	\$15,405		\$15,405	\$7,000	\$22,405	\$19,702	\$2,703	88%
Coonabarabran - Private works	\$1,027	\$1,500	\$2,527	\$3,000	\$5,527	\$4,515	\$1,012	82%
Hudson Pear - Private Works	\$12,054		\$12,054		\$12,054	\$1,529	\$10,525	13%
Coonamble - Private works	\$0		\$0	\$3,000	\$3,000	\$1,163	\$1,837	0%
<b>Private Works -Total</b>	<b>\$29,000</b>	<b>\$86,500</b>	<b>\$115,500</b>	<b>\$36,333</b>	<b>\$151,833</b>	<b>\$86,525</b>	<b>\$65,308</b>	<b>57%</b>

	Adopted	Approved	Revised	Requested	Revised	Actual	Balance	%
	Budget	Variation	Budget	Variation	Budget	To Date	Remaining	utilised
	2020-21			This QTR	2020-21		For Year	for year
<b>Other Expenses</b>								
Depot Expenses	\$13,000		\$13,000	\$3,000	\$16,000	\$13,182	\$2,818	82%
Plant Expenses	\$60,847		\$60,847		\$60,847	\$37,864	\$22,983	62%
Depreciation	\$60,000	\$20,000	\$80,000		\$80,000	\$60,000	\$20,000	75%
<b>Other Expenses - Total</b>	<b>\$133,847</b>	<b>\$20,000</b>	<b>\$153,847</b>	<b>\$3,000</b>	<b>\$156,847</b>	<b>\$111,046</b>	<b>\$45,801</b>	<b>71%</b>
<b>Revenue Expenses - Total</b>	<b>\$1,072,947</b>	<b>\$149,385</b>	<b>\$1,222,332</b>	<b>\$59,416</b>	<b>\$1,281,748</b>	<b>\$772,664</b>	<b>\$509,084</b>	<b>60%</b>
<b>Net Operating Surplus/(Deficit) after Depreciation</b>	<b>\$42,971</b>	<b>(\$52,097)</b>	<b>(\$9,126)</b>	<b>(\$10,147)</b>	<b>(\$19,273)</b>	<b>\$435,317</b>	<b>(\$454,590)</b>	<b>-2259%</b>
<b>Capital Income</b>								
Sale/Trade In of Plant Assets	\$40,000		\$40,000	\$9,136	\$49,136	\$49,136	\$0	100%
<b>Capital Income - Total</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$9,136</b>	<b>\$49,136</b>	<b>\$49,136</b>	<b>\$0</b>	<b>100%</b>
<b>Capital Expenditure</b>								
HP Bio Control Unit	\$5,000		\$5,000		\$5,000	\$0	\$5,000	0%
Minor Building Improvements	\$5,000		\$5,000		\$5,000	\$0	\$5,000	0%
New Vehicles - Nett	\$70,000		\$70,000		\$70,000	\$20,387	\$49,613	29%
Small Plant, Tools, Radios	\$2,000		\$2,000		\$2,000	\$976	\$1,024	0%
Transfer to ELE Reserve	\$25,000		\$25,000		\$25,000	\$25,000	\$0	100%
Transfer to Plant Reserve	\$8,000		\$8,000		\$8,000	\$8,000	\$0	100%
<b>Capital Expenditure - Total</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$115,000</b>	<b>\$54,363</b>	<b>\$60,637</b>	<b>47%</b>
<b>Net Capital Surplus/(Deficit)</b>	<b>(\$75,000)</b>	<b>\$0</b>	<b>(\$75,000)</b>	<b>\$9,136</b>	<b>(\$65,864)</b>	<b>(\$5,227)</b>	<b>(\$60,637)</b>	
<b>Summary</b>								
Total Income	\$1,155,918	\$97,288	\$1,253,206	\$58,405	\$1,311,611		\$54,494	
Total Expenditure	\$1,187,947	\$149,385	\$1,337,332	\$59,416	\$1,396,748		\$569,721	
<b>Net Total Surplus/(Deficit)</b>	<b>(\$32,029)</b>	<b>(\$52,097)</b>	<b>(\$84,126)</b>	<b>(\$1,011)</b>	<b>(\$85,137)</b>	<b>\$0</b>	<b>(\$515,227)</b>	
Add back depreciation	\$60,000	\$20,000	\$80,000		\$80,000	\$60,000	\$20,000	
<b>Net cash result for year Surplus (Deficit)</b>	<b>\$27,971</b>	<b>(\$32,097)</b>	<b>(\$4,126)</b>	<b>(\$1,011)</b>	<b>(\$5,137)</b>	<b>\$60,000</b>	<b>(\$495,227)</b>	



Castlereagh Macquarie County Council  
 March 2021 Quarterly Budget Review  
 Income Statement

Budget 20-21		Revised Budget 20-21	Actual 19-20
<b>Income from continuing operations</b>			
<b>Revenue:</b>			
50,896	User charges and fees	224,896	89,000
3,088	Interest and investment revenue	3,088	2,000
13,022	Other revenues	5,000	8,000
876,631	Grants and contributions provided for operating purpose	874,564	864,000
<b>Other income:</b>			
5,000	Net gains from the disposal of assets	5,000	31,000
<b>948,637</b>	<b>Total income from continuing operations</b>	<b>1,112,548</b>	<b>994,000</b>
<b>Expenses from continuing operations</b>			
551,899	Employee benefits and on-costs	594,437	578,000
–	Borrowing costs	–	–
202,511	Materials and contracts	279,149	292,000
60,000	Depreciation and amortisation	80,000	86,000
91,257	Other expenses	178,235	194,000
–	Net losses from the disposal of assets	–	–
<b>905,667</b>	<b>Total expenses from continuing operations</b>	<b>1,131,821</b>	<b>1,150,000</b>
<b>42,970</b>	<b>Operating result from continuing operations</b>	<b>(19,273)</b>	<b>(156,000)</b>
<b>42,970</b>	<b>Net operating result for the year</b>	<b>(19,273)</b>	<b>(156,000)</b>
<b>42,970</b>	<b>Net operating result attributable to Council</b>	<b>(19,273)</b>	<b>(156,000)</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>			
<b>42,970</b>		<b>(19,273)</b>	<b>(156,000)</b>

# Castlereagh Macquarrie County Council

## Statement of Comprehensive Income 2020/2021

	Budget 20-21	Estimate 19-20
<b>Net operating result for the year</b> (as per Income Statement)	<b>(19,273)</b>	<b>(156,000)</b>
<b>Other comprehensive income:</b>		
Amounts that will not be reclassified subsequently to the operating result		
Gain (loss) on revaluation of IPP&E	—	—
<b>Total items which will not be reclassified subsequently to the operating result</b>	<b>—</b>	<b>—</b>
<b>Total other comprehensive income for the year</b>	<b>—</b>	<b>—</b>
<b>Total comprehensive income for the year</b>	<b>(19,273)</b>	<b>(156,000)</b>
Total comprehensive income attributable to Council	(19,273)	(156,000)

# Castlereagh Macquarrie County Council

## Statement of Financial Position forecast for 30th June 2021

	Budget 20-21	Estimate 19-20
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	828,498	805,635
Investments	121,000	121,000
Receivables	10,000	20,000
Inventories	33,000	33,000
<b>Total current assets</b>	<b>992,498</b>	<b>979,635</b>
<b>Non-current assets</b>		
Infrastructure, property, plant and equipment	416,024	399,000
<b>Total non-current assets</b>	<b>416,024</b>	<b>399,000</b>
<b>TOTAL ASSETS</b>	<b>1,408,522</b>	<b>1,378,635</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Payables	20,000	20,000
Provisions	117,500	102,500
<b>Total current liabilities</b>	<b>137,500</b>	<b>122,500</b>
<b>Non-current liabilities</b>		
Provisions	11,000	11,000
<b>Total non-current liabilities</b>	<b>11,000</b>	<b>11,000</b>
<b>TOTAL LIABILITIES</b>	<b>148,500</b>	<b>133,500</b>
<b>Net assets</b>	<b>1,260,022</b>	<b>1,245,135</b>
<b>EQUITY</b>		
Accumulated surplus	1,076,022	1,061,135
Revaluation reserves	184,000	184,000
<b>Total equity</b>	<b>1,260,022</b>	<b>1,245,135</b>

# Castlereagh Macquarrie County Council

## Statement of Cash Flows Forecast for 30th June 2021

	Budget 20-21	Estimate 19-20
<b>Cash flows from operating activities</b>		
<b>Receipts:</b>		
User charges and fees	224,896	75,241
Investment and interest revenue received	3,088	3,088
Grants and contributions	874,564	925,271
Other	5,000	12,767
<b>Payments:</b>		
Employee benefits and on-costs	(594,437)	(688,873)
Materials and contracts	(279,149)	(184,929)
Other	(178,235)	(88,959)
<b>Net cash provided (or used in) operating activities</b>	<b>55,727</b>	<b>53,606</b>
<b>Cash flows from investing activities</b>		
<b>Receipts:</b>		
Sale of infrastructure, property, plant and equipment	49,136	30,999
<b>Payments:</b>		
Purchase of infrastructure, property, plant and equipment	(82,000)	(214,970)
<b>Net cash provided (or used in) investing activities</b>	<b>(32,864)</b>	<b>(183,971)</b>
<b>Cash flows from financing activities</b>		
<b>Receipts:</b>		
Proceeds from borrowings and advances	–	–
<b>Payments:</b>		
Repayment of borrowings and advances	–	–
<b>Net cash flow provided (used in) financing activities</b>	<b>–</b>	<b>–</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>	<b>22,863</b>	<b>(130,365)</b>
Plus: cash and cash equivalents – beginning of year	926,635	1,057,000
<b>Cash and cash equivalents – end of the year</b>	<b>949,498</b>	<b>926,635</b>

## ITEM 5.4 THIRD QUARTER OPERATIONAL PLAN 2020/2021

**REPORTING SECTION:** General Manager  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:**

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### **Summary:**

This report provides Council with the status of the third quarter Operational Plan targets for 2020/2021.

### **Background:**

Section 405 of the Local Government Act 1993 requires Council to adopt an Operational Plan and this report comments on the status of the Operational Plan as at 31<sup>st</sup> March 2021 and the extent to which the performance targets have been achieved.

### **Current Position:**

The first quarter Operational Plan Status Report is attached for Council's information.

At this point in time, a vast majority of the performance targets have been met, while a small number of projects are on-going. Status comments explain the position.

### **Governance issues:**

Council must comply with the IP & R legislation as outlined in the Local Government Act 1993.

### **Environmental issues:**

N/A

### **Stakeholders:**

Walgett Shire Council  
Walgett Shire Community

### **Financial Implications:**

Budget allocations have been made in the Operational Plan 2020/2021.

### **Alternative Solutions/Options:**

N/A

### **Conclusion:**

Council should note the progress made during the third quarter of the Operational Plan for 2020/2021.

### **Third Quarter Operational Plan 2020/2021**

#### **Recommendation:**

Council accept the progress made on the 2020/2021 Operational Plan as at 31<sup>st</sup> March 2021.

#### **Moved:**

#### **Seconded:**

### **Attachments:**

Third Quarter Operational Plan for 2020/2021 Status Report



# **Castlereagh Macquarie County Council**

## **Operational Plan Status Report 2020/2021**

**As at 31<sup>st</sup> March 2021**

## 6. Principal Activities of Council

### Statement of Principal Activities to be undertaken to achieve objectives

*Note: In the following tables the column headed "BA & SO" provides in order, a reference to the Main Business Activity Priorities number and the Strategic Objective number from the Business Activity Strategic Plan.*

1. Provide information to Council to allow decisions at Council Meetings					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Ensure Business Paper is ready for distribution.	2.3	GM	At least 7 days, working days prior to the Council Meeting.	Satisfactory completion of task in accordance with target level.	Electronic business paper August issued on time Recommendations provided
Provide recommendations to Council when possible.	2.3	GM	Include in business paper for Council's consideration.		

2. Respond to Councillor inquiries related to the administration function					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Provide information to Councillors within Council's policy guidelines	2.3	GM	On day requested where possible, or within 5 working days (unless request requires detailed investigation).	Satisfactory completion of task in accordance with target level.	Complying
Provide written information as requested	2.3	GM	Within 5 working days (unless request requires detailed investigation)		Complying

<b>3. Update Council policy register</b>					
<b>Required Activity</b>	<b>BA &amp; SO</b>	<b>Resp</b>	<b>Target</b>	<b>Performance Measure</b>	<b>Status as at 31<sup>st</sup> March 2021</b>
Update new or amended administration policies in Council's policy register.	2.3	GM	Within 14 days of adoption or amendment	Satisfactory completion of task in accordance with target level.	Complying
Review Council administration policies.	2.3	GM	Within 2 months of expiry of policy or every 2 years		Review underway

<b>4. Provide information to public in a timely and effective manner</b>					
<b>Required Activity</b>	<b>BA &amp; SO</b>	<b>Resp</b>	<b>Target</b>	<b>Performance Measure</b>	<b>Status as at 31<sup>st</sup> March 2021</b>
Ensure Council business papers are made available in hard copy at Council's office.	2.1	GM	At least 3 working days before the Council meeting.	Satisfactory completion of task in accordance with target level.	Complying
Ensure other public information is made available at Council's office.	2.1	GM	As soon as practicable after it becomes public information.		Complying
Ensure business papers are provided to constituent councils.	2.1	GM	Post to General Managers at the same time as Councillors' business papers.		To commence November 2020
Ensure minutes, business papers and other information is posted to Council's website.	2.1	GM	As soon as practicable.		Completed

<b>5. Ensure all statutory requirements are completed and financial returns and plans are completed and lodged by the due date</b>					
<b>Required Activity</b>	<b>BA &amp; SO</b>	<b>Resp</b>	<b>Target</b>	<b>Performance Measure</b>	<b>Status as at 31<sup>st</sup> March 2021</b>
Quarterly Budget Review Statements and Delivery Programme Review to Council.	2.2	GM	August, October, February and April Meetings.	Satisfactory completion of task in accordance with target level.	Complying
Audited Financial Statements to Division of Local Government.	2.2	GM	By the end of November.		Underway
Financial Data collection return. Notice of meeting at which audited reports are to be presented.	2.2	GM	By date specified by Division of Local Government.		Underway



Audited Financial Reports presented to public	2.2	GM	Prior to December meeting.		Special meeting to be scheduled
Draft Operational Plan and Budget on public exhibition.	2.2	GM	December meeting.		Special meeting to be scheduled
Operational Plan and Budget to be adopted	2.2	GM	Following April meeting.		In new year
	2.2	GM	June meeting		In new year

6. Ensure all other statutory returns are completed and lodged by the due date					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Pecuniary Interest Returns.	2.2	GM	30 September annually.	Satisfactory completion of task in accordance with target level.	Complying
Council's Annual Report prepared and lodged with Division of Local Government	2.2	GM	30 November annually.		In progress
Other returns as required by Division of Local Government, Department of Primary Industries, or others	2.2	GM	No later than return date specified		In progress

7. Implementation of Council decisions					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Implement Council decisions following Council meeting	2.2	GM	Within 10 working days of Council Meeting	Satisfactory completion of task in accordance with target level.	Complying
			For prosecutions, within 2 months of Council resolution		Nil prosecutions

8. Continue to ensure the provision of finance to Council from available sources					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021

<p>Liaise with constituent councils regarding the level of Council contributions and the apportionment of contributions.</p> <p>Letter to Constituent Councils concerning Council's proposed Delivery Plan and Budget estimates for the forthcoming financial year, and the contribution sought from constituent councils.</p> <p>Application to Department of Primary Industries for grants under NSW Weeds Action Programme as necessary.</p> <p>Provide grant returns to Department of Primary Industries.</p> <p>Pursue opportunities for securing grant funds from other available sources.</p>	2.4	GM	Continuously.	Satisfactory completion of task in accordance with target level.	Advised
	2.4	GM	30 April.		Copies of budget sent to Constituents
	2.4	GM	As required under Weeds Action Programme 1520.		Completed
	2.4	GM	As required under Weeds Action Programme 1520		Completed
	2.4 & 1.4	GM	As required		Application submitted

9. Continue current financial management direction and review Business Activity Strategic Plan and Delivery Programme					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Review Business Activity Strategic Plan.	2.1 & 2.4	GM	Continuously	Satisfactory completion of task in accordance with target level.	In progress
Review Delivery Programme.	2.1 & 2.4	GM	Continuously		In progrerss
Provide adequate funds for employee leave entitlements.	2.3	GM	Maintain reserve of at least 50% of Long Service Leave liability		Provision 20-21 budget

<b>10. Provide financial information and advice to Council</b>					
<b>Required Activity</b>	<b>BA &amp; SO</b>	<b>Resp</b>	<b>Target</b>	<b>Performance Measure</b>	<b>Status as at 31<sup>st</sup> March 2021</b>
Provide financial advice as required.	2.2 & 2.3	GM	At Council meetings	Satisfactory completion of task in accordance with target level.	Complying
Provide quarterly update on financial trends relating to Council's expenditure.	2.2 & 3	GM	At Council Meeting following end of quarter		Complying

<b>11. Ensure that Council's Operational Plan and Budget is considered in order to allow adoption by 30 June each year</b>					
<b>Required Activity</b>	<b>BA &amp; SO</b>	<b>Resp</b>	<b>Target</b>	<b>Performance Measure</b>	<b>Status as at 31<sup>st</sup> March 2021</b>
Draft Plan to be presented to Council.	2.2	GM	April Meeting.	Satisfactory completion of task in accordance with target level.	In new year
Draft Plan adopted to allow 28 day public exhibition.	2.2	GM	April Meeting.		In new year
Draft Plan to be adopted following consideration of any submissions received.	2.2	GM	June Meeting.		In new year

<b>12. Promote the Council's interests through participation with relevant organisations</b>					
<b>Required Activity</b>	<b>BA &amp; SO</b>	<b>Resp</b>	<b>Target</b>	<b>Performance Measure</b>	<b>Status as at 31<sup>st</sup> March 2021</b>
Participate in Macquarie Valley Weeds Advisory Committee activities through attendance at meetings and supply of information as required to assist the lobbying of State and Federal Governments.	1.1	GM	Attend meetings and provide information as requested.	Satisfactory completion of task in accordance with target level.	No meetings

<b>13. Provide active support for LGNSW</b>					
<b>Required Activity</b>	<b>BA &amp; SO</b>	<b>Resp</b>	<b>Target</b>	<b>Performance Measure</b>	<b>Status as at 31<sup>st</sup> March 2021</b>

Provide information as requested by LGNSW to assist it to lobby governments.	3.1	GM	Information to be provided by the date requested.	Satisfactory completion of task in accordance with target level.	Complying
Utilise the services of LGNSW to further Council's interests	3.1	GM	As and when required by Council.		Complying

14. Actively pursue politicians to further Council's interests					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Invite politicians to attend Council meetings.	3.1	GM	Politicians to be invited to Council meetings as required.	Satisfactory completion of task in accordance with target level.	Complying
Meet with State and Federal Politicians to promote the interests of Council.	3.1	GM	As required		Complying

15. Minimise the risks associated with all functions of Council					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Identify new risks associated with Council's functions.	2.3	GM	Ongoing.	Satisfactory completion of task in accordance with target level.	Complying
Analyse and prioritise all risks identified.	2.3	GM	Within 3 months after identification.		
Minise exposure through rectification of risks.	2.3	GM	Within budget constraints.		
Update policy on the use of contractors.	2.3	GM	Ongoing.		
Review risk management policy.	2.3	GM	Ongoing.		
Update Risk Assessment re spraying from back of vehicles and consult WorkCover on proposal.	2.3	GM	When resources allow.		
	2.3	GM			

16. Ensure Council staff are aware of their rights and responsibilities in relation to WH&S , risk management and EEO					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021

Provide training to staff on relevant legislation.	2.3	GM	Ongoing as identified.	Satisfactory completion of task in accordance with target level.	Complying
Provide training on EEO to staff.	2.3	GM	Ongoing as required.		No training to date
Provide staff with training on risk management.	2.3	GM	Ongoing as required.		Training held in Coonamble August 2020
Review and update staff training programme.	2.3	GM	Annually.		In progress
Review EEO Management Plan.	2.3	GM	As required		In new year

17. Maintain and update Council's records management system					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Monitor record keeping procedures to ensure that they provide the best method of maintaining an accurate record of Council's activities.	2.3	GM	Ongoing.	Satisfactory completion of task in accordance with target level.	Complying
Review record keeping procedures with a view to updating and computerizing.	2.3	GM	Ongoing.		Complying

18. Implement system of information technology capable of providing information that is relevant and timely					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Monitor reporting system ability to provide information requirements.	2.3	GM	Ongoing.	Satisfactory completion of task in accordance with target level.	Complying
Monitor technology improvements and assess future requirements.	2.3	GM	Ongoing.		Complying
	2.3	GM	As required.		

Update Council's computer system, both hardware and software, to ensure that it enhances management and record keeping (as resources allow). Review Council's website and implement systems for expanding content and keeping content up to date.	2.1 & 3.2	GM	Ongoing.		Lap tops update regularly  Review underway
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19. Compile accurate data on the condition of current Council assets					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Maintain assets register for all assets over \$5,000.	2.3	GM	Ongoing.	Satisfactory completion of task in accordance with target level.	In progress
Monitor the condition of those assets	2.3	GM	Ongoing.		Continuing
Identify maintenance requirements for those assets.	2.3	GM	Ongoing.		Maintenance as required
Cost maintenance requirements and incorporate into annual budget.	2.3	GM	As identified.		In progress

20. Introduce a system for electronic mapping of invasive weed infestations and the automation of Weeds Officers' reports					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Monitor the introduction of electronic mapping of invasive weed infestations and the automation of Weeds Officers' reporting procedures.	1.3 & 2.3	GM SWO	In conjunction with year 1 WAP 2020 2025.	Satisfactory completion of task in accordance with target level.	In progress
Expand the introduction of electronic mapping of invasive weeds infestation and	1.3 & 2.3	GM SWO			Continuing

the automation of Weeds Officers' Reporting Procedures to the whole of Council's Area of Operations. Continue the training of staff in the use of the system in order to ensure it's most efficient and effective use.	1.3 & 2.3	GM SWO	In conjunction with year 1 WAP 2020 / 2025.  Ongoing.		Training as necessary
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21. Compile data on Council's current vehicle and plant fleet – condition and usage					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Analyse Council's current vehicle and plant fleet and its activities and assess future vehicle and plant needs.	2.3	GM	Ongoing	Satisfactory completion of task in accordance with target level.	In progress

22. Ensure access to competitively priced chemicals for weeds control programmes					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Ensure access to competitively priced chemicals for weeds control programmes.	1.2	GM	As required	Satisfactory completion of task in accordance with target level.	In progress

23. Actively pursue the control of invasive weeds along roadsides in Council's area					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Inspect roadsides prior to control works to ensure that control programmes are efficient and effective.	1.3	SWO	At least one week prior to spraying.	Satisfactory completion of task in accordance with target level.	In progress
Carryout necessary control works in line with Council's Budget allocations.	1.3	SWO	As seasonal conditions / and available funding permit.		Works continuing
Respond to reports of invasive	1.3	SWO	Carry out inspection within 7 days of notification. As required		All reports responded to

weeds on roadsides. Carry out control works in accordance with Council's policy and budget allocations.	1.3	SWO			In progress
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<b>24. Actively pursue the control of invasive weeds on private lands</b>					
<b>Required Activity</b>	<b>BA &amp; SO</b>	<b>Resp</b>	<b>Target</b>	<b>Performance Measure</b>	<b>Status as at 31<sup>st</sup> March 2021</b>
Inspection of private lands to assist landowners to fulfill their legal responsibilities in relation to invasive weeds.	1.2 & 3.2	SWO	At least 250 inspections per quarter.	Satisfactory completion of task in accordance with target level.	In progress
Provide information to landowners on invasive weeds control	1.2 & 3.2	SWO	If not done at time of inspection then within 1 week.		Continuing
Respond to invasive weed complaints	1.2 & 3.2	SWO	Initial inspection within 10 working days.		Continuing

<b>25. Actively pursue the control of invasive weeds on vacant Crown lands</b>					
<b>Required Activity</b>	<b>BA &amp; SO</b>	<b>Resp</b>	<b>Target</b>	<b>Performance Measure</b>	<b>Status as at 31<sup>st</sup> March 2021</b>
Inspect vacant Crown land parcels to facilitate application to DPI for funds for necessary control works.	1.2	SWO	Prior to submission of application.	Satisfactory completion of task in accordance with target level.	Underway
Inspect vacant Crown lands to ensure obligations for invasive weed control are being met.	1.2	SWO	As required as resources are available.		Continuing
Provide information to Department of Lands on invasive weed control requirements	1.2	SWO	Within 10 working days of inspection.		Continuing
Respond to complaints for invasive weeds on vacant Crown Land	1.2	SWO	Initial inspection within 10 working days.		Continuing



26. Actively pursue the control of invasive weeds on land held by Forests of NSW					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Inspect areas proposed to be clear felled in coming financial year.	1.2	SWO	Within 28 days of receipt of <i>Harvesting Plan of Operations</i> .	Satisfactory completion of task in accordance with target level.	When advised
Advise Forests NSW of proposed clear fell areas that are potential weeds risks.	1.2	SWO	Within 14 days of inspection.		
Follow up to ensure control work is carried out on potential weeds risks.	1.2	SWO	Prior to Spring each year.		
Inspect areas surrounding standing forests and "land bank" areas.	1.2	SWO	Ongoing as resources permit, or in response to complaints within 10 working da		
Advise Forests NSW of areas that pose a risk of weeds spreading to adjoining land.	1.2	SWO	14 days after inspection.		

27. Actively pursue the control of invasive weeds on other public authorities land					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Inspect lands of public authorities to ensure obligations for invasive weeds control are being met.	1.2 & 1.3	SWO	Ongoing.	Satisfactory completion of task in accordance with target level.	In progress
Provide information to public authority on invasive weed control requirements.	1.2 & 1.3	SWO	Within 10 working days of inspection.		Continuing
Respond to complaints regarding invasive weeds on lands of public authorities.	1.2 & 1.3	SWO	Initial inspection within 10 working days.		Continuing

28. Conduct aerial spraying programmes for invasive weeds
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Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Organise programmes for aerial spraying of invasive weeds throughout the year as seasonal conditions permit and demand requires.	1.2	GM/SWO	As required.	Satisfactory completion of task in accordance with target level.	NIL required to date
Publicise aerial spraying programmes in local media, and as occasion permits, to ensure maximum landholder participation.	1.2	GM/SWO	As required.		Nil required to date
Organise aerial spraying (involving all weeds officers) throughout Council's area in accordance with programmes.	1.2	SWO	In accordance with Programmes		No program organised

29. Actively pursue regional resources sharing with neighbouring councils and other public authorities to provide cost benefits to Council in the provision of services					
Required Activity	BA & SO	Resp	Target	Performance Measure	Status as at 31 <sup>st</sup> March 2021
Pursue resource sharing through regular interaction with nearby councils and other public authorities to discuss regional weed plans and coordinated approaches to weed control	1.1	GM	Liaise with appropriate members and officers of surrounding councils and other public authorities as required.	Satisfactory completion of task in accordance with target level.	Continuing

## ITEM 5.5 ADOPTION 2021/2022 OPERATIONAL PLAN AND LONG-TERM FINANCIAL PLAN INCLUDING FEES AND CHARGES

**REPORTING SECTION:** General Manager  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:**

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### Summary

This report recommends the 2021/2022 Operational Plan and Long Term Financial Plan and Fees and Charges be formally made and adopted as required under the Local Government Act (1993) for the 2021/2022 financial year.

### Background

The 2021/2022 Operational Plan and Budget including the Schedule of Fees and Charges for the 2021/2022 year, the Long Term Financial Plan for the 10 year period starting 2021/2022 were placed on exhibition on 16<sup>th</sup> March 2020, and public comment invited with submissions closing at 4.00pm on Monday 12<sup>th</sup> April 2021.

### Current Position

Submissions will be tabled on the day.

### Relevant Reference Documents/Policies

Local Government Act 1993 and Integrated Planning and Reporting legislation.

### Governance issues

Council must comply with the Local Government Act 1993 and Integrated Planning and Reporting legislation.

### Stakeholders

Castlereagh Macquarie County Council  
Constituent Councils  
Office of Local Government

### Financial Implications

The respective financial details relating to the components of this report are detailed in the Operational Plan and long-term budget.

### Adoption 2021/2022 Operational Plan and Long-Term Financial Plan Including Fees and Charges

#### Recommendation:

That Council after having considered any submissions received by the 12<sup>th</sup> April 2021:

1. Adopts the 2021/2022 Operational Plan and Budget, and Long Term Ten (10) Year Financial Plan.
2. Adopts Fees and Charges for 2021/2022 as listed in the Schedule of Fees and Charges with Council reserving the right to vary fees and charges of a commercial nature as circumstances require

**Moved:**

**Seconded:**

## ITEM 5.6 IMPORTANT DATES – UPCOMING MEETINGS AND EVENTS

**REPORTING SECTION:** General Manager  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:**

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**Summary:**

A list of upcoming meetings and events is provided for Councillors information.

**Discussion (including issues and background):**

This report provides Councillors with an overview of upcoming meetings and events that Castlereagh Macquarie County Council staff are involved in.

**Current Position:**

Councillors are requested to raise any queries prior to the meetings listed.

**Conclusion:**

Provided there are no changes it is appropriate to receive and note the information.

Important Dates For Councillors - Upcoming Meetings & Events
<p><b>Recommendation:</b></p> <p>That Council receive and note the list of upcoming meetings and events.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>

**Attachments:**

Calendar of events May & June 2021

**IMPORTANT DATES - Upcoming Meetings and Events**

DATE	MEETING/FUNCTION	LOCATION	NOTES
4 May 2021	Hudson Pear Task Force Meeting	Lightning Ridge	Councillors, GM and Senior Biosecurity Officer
5 May 2021	North West Weeds Meeting	Lightning Ridge	Senior Biosecurity Officer
6 May 2021	North West Regional Meeting	Lightning Ridge	Senior Biosecurity Officer
18 May 2021	Central West Hudson Pear Taskforce	Onsite at Quanda Meeting at Coonamble Bowling Club	Senior Biosecurity Officer
19 May 2021	Trade Stand	Coonamble Show	Biosecurity Officers
24 May 2021	Macquarie Valley Weeds Committee	Bio Control Facility & Field Tour Lightning Ridge	Senior Biosecurity Officer
25 May 2021	Macquarie Valley Weeds Committee Meeting	Lightning Ridge	Senior Biosecurity Officer
28 June 2021	CMCC Council Meeting	Coonamble	Councillors, GM and Senior Biosecurity Officer

## 6. REPORT OF THE SENIOR BIOSECURITY OFFICER

Infestations of Parthenium weed have been found along roadsides and on one private property.

**08/04/2021** - 3 Parthenium plants Castlereagh Highway between Walgett Lightning Ridge.  
(approximately 47 km North Walgett – each plant 1 km apart -29.642927 / 148.7994 -29.677865 / 148.097356 -29.927239 / 148.162042

**14/04/2021** - 253 Parthenium plants Cumberdoon Way Walgett (left side of road heading towards Carinda, approximate 20 km from Walgett) -30.182791 / 147.903082

**14/04/2021** - 10 Parthenium plants, reinspection Private Property Goolhi – Warrumbungle Shire

**15/04/2021** – 206 Parthenium plants Gingi Road Walgett. (approximately 20kms from Walgett)  
29.973797 / 148.02748)

**16/04/2021** – 1 Parthenium plant Castlereagh Highway Walgett Shire. (20km heading into Walgett from Lightning Ridge) -30.246272 / 148.09632

**16/04/2021** – 6 Parthenium plants Castlereagh Highway Coonamble Shire. (26km from Coonamble)  
(-30.787586 / 148.283472)



(above Parthenium Weed)

# Situation report–NSW Parthenium weed response 2020-21

Sitrep No – 14

Date of issue – 12 February 2021

Time of Sitrep – 1600

**Distribution: Not for public information.** For distribution within state and local government networks. Contains sensitive information.

New information since Sitrep 13 is in **bold text**.

## 1. Situation to date

- To date (April 2020 - February 2021), parthenium weed (*Parthenium hysterophorus*) has been detected on **30** infested premises (IPs) as new incursions across NSW. Three of these IPs have multiple sites of infestation bringing the total sites to **41**.
- **Four new IPs have been detected since Sitrep 13. IP30 was found through follow-up monitoring after earlier trace forward surveillance on the organic poultry feed linked to existing IPs. IP28 was found through trace forward surveillance on the charity hay drive linked to existing IPs.**
- **Six IPs have had new seedling emergence (IPs 5, 10, 12, 21, 22, 24). All are receiving ongoing treatment.**
- **There are now 7 IPs linked to one Queensland-based supplier of organic chicken feed.**
- **There are now 4 IPs linked to one charity hay drive that occurred during the drought in 2019 – one of these (IP10) occurs over 10 locations.**
- **IP22 Croppa Creek remains the most challenging incursion to delimit. Initial surveillance in winter occurred 25 km downstream and 6 km upstream of the main infestation. A post-summer pass to re-inspect a 13.5 km stretch close to the main infestation has found hundreds of plants. 60 plants found downstream have increased the extent of the infested area by 1.5 km. Plants are now known to occur over an 8 km stretch of creekline. Feral pigs, wallabies and cattle are possible active vectors above the floodline within this extent, and possibly laterally beyond the surveyed area.**
- Parthenium weed is identified as a significant biosecurity risk in NSW and is listed as Prohibited Matter in Schedule 2 of the NSW *Biosecurity Act 2015*.
- NSW has a longstanding successful program of detecting and eradicating incursions of Parthenium weed since 1982. This is the highest number of outbreaks since 1999 and 9 IPs are the first recorded presence east of the Great Dividing Range.
- Further germinations should be expected at IPs following rain and while soil temperatures remain relatively high.
- 12 IPs are still in delimitation phases with further on-ground delimitation activities planned.
- 18 IPs have moved into monitoring phases with follow up inspections of control efficacy to be conducted by the relevant LCAs.
- Organic poultry feed is a previously unknown invasion pathway.

## 2. Summary of Infested Premises (IPs) to date

**Table 1. Summary of Parthenium weed Infested Premises 2020**

<b>Infested Premises (IP)</b>	<b>LLS</b>	<b>Date</b>	<b>Number/Size/ location</b>	<b>Suspected source; Notes</b>	<b>IP Status</b>
IP1 Cumborah	NW	1 Apr	16 plants; roadside	vehicle/machinery	Monitoring for eradication
IP2 Forbes	CW	7 Apr	1 plant; roadside rest area	vehicle/machinery	Monitoring for eradication
IP3 Engadine	GS	16 Apr	3 plants; domestic compost heap	organic whole grain chicken feed	Monitoring for eradication
IP4 Goolhi	CW	24 Apr	50 plants; feed out bins	sunflower seed	Monitoring for eradication
IP5 Muswellbrook	H	24 Apr	200-300 plants; 9 track-side locations	machinery/ excavator	Delimitation
IP6 Wee Waa	NW	23 Apr	3 plants; roadside	vehicle/machinery	Monitoring for eradication
IP7 Merah North	NW	27 Apr	2 plants; roadside	vehicle/machinery	Monitoring for local eradication
IP8 Gunnedah	NW	29 Apr	1 plant; feed out area	sunflower seed; IP4 connection	Monitoring for local eradication
IP9 Burren Junction	NW	30 Apr	1 plant; roadside	vehicle/machinery	Monitoring for local eradication
IP10 Blandford consisting of: IP10a Sandy Ck Rd Murrurundi IP10b Bowmans Creek IP10c Isis Parish IP10d Timor Parish UH66014 IP10e Timor Parish UH65814 IP10f Scotts Creek IP10g Murulla Parish UH56653 IP10h Murulla Parish UH56687 IP10i Murulla Parish UH 56912 IP10j Henry St Murrurundi	H	4 May	Ranging from 1 to over 200 plants near feed out areas	hay consignment Murrurundi hay drive; IP11 connection	Delimitation
IP11 Bendemeer	NW	6 May	6 plants; feed out area	hay consignment Murrurundi hay drive	Monitoring for local eradication
IP12 Tamworth	NW	7 May	2-3 hectares; camping area at	stock feed	Delimitation



			Australian Equine & Livestock Events		
IP13 Boggabri	NW	6 May	1 plant; roadside	vehicle/machinery	Monitoring for local eradication
IP14 Kamilaroi Hwy consisting of: IP14a Wee Waa levee IP14b Middle Route Road IP14c Walgett Shire boundary	NW	12 May	1 plant at each site; roadside	vehicle/machinery	Monitoring for local eradication
IP15 Gunningbland	CW	18 May	>500 plants; cropping farm headland	header/machinery	Delimitation
IP16 Parkes	CW	29 May	1 plant; roadside	possible connection to IP15	Monitoring for local eradication
IP17 Inverell (Note IP17 previously listed incorrectly as NW)	NT	4 Jun	1 plant; bird feeding area at peri urban residence	mixed grain poultry/bird feed	Monitoring for local eradication
IP18 Boggabri Grain Valley Road	NW	9 Jun	2 plants; roadside	vehicle/machinery	Monitoring for local eradication
IP19 Warrah	NW	9 Jun	30 plants; feed out area	contaminated hay; connection to IP10	Delimitation
IP20 Ravensdale	GS	21 Jun	100s of plants; vacated chicken coop, peri urban residence	contaminated organic whole grain chicken feed from QLD – same as IP3	Monitoring for eradication
IP21 Missabotti	NC	13 Jul	1000s of plants at a commercial organic chicken farm	contaminated organic whole grain chicken feed from QLD – same as IP3	Delimitation
IP22 Croppa Creek	NW	27 Jul	1000s of plants in a TSR and along a creek line	Vehicle / machinery	Delimitation
IP23 Cobar	W	19 Mar	Several roadside plants	Vehicle / machinery	Delimitation
IP24 Palmvale	NC	29 Sep	More than 200 plants at a former free-range poultry farm	contaminated organic mash chicken feed from QLD – same manufacturer as IP3	Delimitation
IP25 Loomberah	NW	28 Oct	3 plants	contaminated organic mash chicken feed from QLD – same manufacturer as IP3	Delimitation

<b>IP26 Broughton Village</b> (Note: formerly named IP26 Foxground)	SE	18 Dec	Over 1000 plants on free-range poultry farm	contaminated organic chicken feed from QLD – same manufacturer as IP3	Delimitation
<b>IP27 Garah</b>	NW	13 Jan	63 Plants	vehicle/machinery	Monitoring for local eradication
<b>IP28 Ardglen</b>	NW	13 Jan	11 Plants	contaminated hay; connection to IP10 & 19	Monitoring for local eradication
<b>IP29 Newell Highway</b>	NW	19 Jan	25 Plants	vehicle/machinery	Monitoring for local eradication
<b>IP30 Broughton Vale</b>	SE	8 Feb	100 plants in a backyard chicken enclosure	contaminated organic chicken feed from QLD same manufacturer as IP3	Delimitation

IP26 Broughton Village (formerly incorrectly referred to as IP26 Foxground) - on Friday 18 December 2020 the Illawarra District Weeds Authority notified DPI that a poultry farmer they had inspected earlier this year for parthenium weed had found suspect plants in a chicken enclosure at Broughton Village, 10 km south west of Kiama. Plants were not detected during the previous inspection, having germinated after grazing pressure was removed. This is the first incursion in the SE region. **Identification has been confirmed and IDWA staff attended the property on December 23 and January 5-6 and removed in excess of 1000 plants.**

**IP27 Garah - On Wednesday 13 January 2021, Weeds Biosecurity Officers with Moree Plains Shire Council (MPSC), discovered an incursion of parthenium weed on the roadside of the Carnarvon Highway about 10 km south-east of the village of Garah. The incursion consisted of 63 flowering plants about 1 m in height along the grassed road reserve about 2 m from the made-up surface of the road. The plants occupied an area of not more than 4 m<sup>2</sup>. The plants were flowering but had not set seed.**

**IP28 Ardglen - On Wednesday 13 January 2021, the Liverpool Plains Shire Council Biosecurity Officer – Weeds discovered an incursion of parthenium weed on a grazing property near Ardglen on the Liverpool Range approximately 11.5 km south of the town of Willow Tree in Liverpool Plains Shire. The property has the same owner as IP19. The incursion consisted of one flowering plant in a sheep yard associated with a shearing shed and 10 flowering plants in an adjacent area. All plants were about 1 m in height and were at an early flowering stage when discovered. This incursion is linked to the Murrurundi hay drive associated with IP10a-j, IP11 and IP19.**

**IP29 Newell Highway - January 11-19 2021, 25 separate incursions have been discovered on the road verge along an 80 km section of the Newell Highway between Boggabilla and Narrabri – one of the main thoroughfares from QLD. The incursions are in Narrabri and Moree Plains Shires. Each consisted of one flowering plant along the grassed road verge, approximately 1 m from the made-up surface of the highway. All plants were flowering when discovered and were approximately 1 m in height. None of the plants were setting seed at the time of discovery. The**

incursions are on both sides of the highway, in 110 km/h speed zones and in lower speed zoned sections.

**IP30 Broughton Vale – February 8 2021, up to 100 parthenium weed plants were discovered at a private property with backyard chickens at Broughton Vale. This site is the second separate incursion in the SE region, in the Shoalhaven Council, 10 km from the original incursion at Broughton Village in the Kiama Council area. Both sites have used the same brand of organic chicken feed linked to five other IPs. Plants are being removed and doubled bagged for disposal.**

### **3. Actions since last sitrep**

- **IP22 Croppa Creek had its second surveillance response exercise undertaken on the 9-10 of February with 15 staff from Councils, LLS and DPI in attendance.**
- **5 IMT meetings were held with the Croppa Creek, Parkes and Broughton Vale stakeholders to plan and coordinate surveillance exercises.**
- **IP5 Muswellbrook is inspected monthly and small numbers of seedlings have been found and treated. Three rosettes were found at the last inspection on 2/02/21.**
- **IP10 Blandford is inspected monthly and seedlings and flowering plants were found at 5 sites (10c, 10d ,10f, 10g and 10i). Trace-forward surveillance on other hay recipients is still occurring in the area.**
- **IP12 Tamworth is inspected fortnightly. The fenced-off area was sprayed in December and the surrounding also treated as a precautionary measure. No seedlings have emerged since these treatments.**
- **IP21 Missabotti is inspected fortnightly and 10-20 rosettes and seedlings have been found and manually removed at each inspection. No further chemical spraying has occurred and construction of a farm wash down bay has commenced.**
- **IP24 Palmvale is inspected monthly with 2 plants removed on 25 January.**
- **All other IPs are inspected monthly and have not reported any seedling emergence.**
- **The biosecurity direction to the QLD-based organic poultry feed company has been amended and reissued to clarify that raw materials sourced from Queensland will be processed separately to raw materials sourced from NSW, in recognition of the different level of risk posed. The company has submitted a draft Grain Receival Standard Operating Procedure for review by DPI and are drafting Standard Operating Procedures for Grain Storage and Grain Cleaning that will be submitted to DPI for review.**
- **Detector dog training has commenced to assist with follow up surveillance of IP21 and IP26 and may be brought in to assist with further delimitation for IP22.**
- **DPI issued a media release on the 11 February highlighting the issue of contaminated poultry feed.**

### **4. Actions to be completed**

- **Delimitation surveys are planned for IP15 Gunningbland with Parkes Shire Council (March 15-16) and IP26 Broughton Vale (February 16-17).**
- **Shoalhaven Council staff will inspect surrounding properties to IP30 Broughton Vale in February.**
- **A Statewide Parthenium Weed IMT meeting will be held in March 2021**
- **IP15 Gunningbland - Council to develop and issue a Biosecurity Direction with DPI support.**
- **Ongoing surveillance of IP23 Cobar by council and LLS staff following recent rain.**
- **IP12 Tamworth - consideration of a surveillance exercise will be made particularly if further plants are found outside the known area this autumn.**

## 5. Note(s)

- It is expected that all incursions will be eradicated, however further delimitation may be required for IP22 in order to achieve eradication.
- Maps (of IPs, drought distribution points and Parthenium weed distribution in Queensland), charts and images are stored in the Incident Action Plan in CM9)
- Sitreps, awareness materials and media releases for sharing are on the Weeds Extranet at <https://extranet.dpi.nsw.gov.au/weeds/biosecurity/prohibited-matter-response>

**Completed by:** Rod Ensbey, Team Leader and Elissa van Oosterhout, Manager Invasive Species Programs

**Approved by:** Scott Charlton, Director Invasive Species Programs

**Date:** February 2020

### Abbreviations:

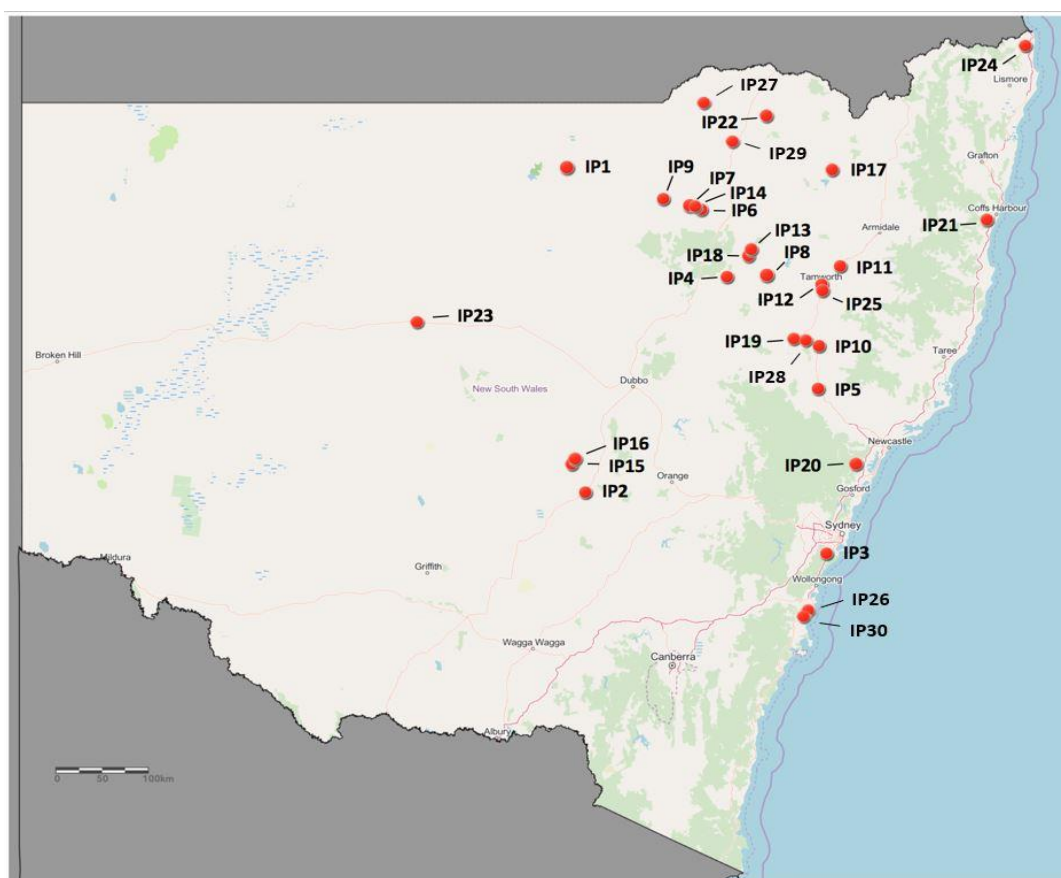
**CMCC-** Castlereagh-Macquarie County Council

**IDWA –** Illawarra District Weeds Authority

**IAP -** Incident Action Plan

**IP -** Infested premises

**IMT –** Incident Management Team



**St Johns Wort** has eased after a substantial season from November 2020 to March 2021.

**Sticky Nightshade** (*Solanum Sisymbriifolium*) – New incursion Warrumbungle Shire, Mendooran Road. 1 plant roadside. (coordinates -31.391441 / 149.254993). The only other infestation of this species for CMCC is in the Gilgandra Shire.



(above Sticky Nightshade)

### **OTHER SOLANUM SPECIES – recent reports of death to sheep and cattle from;**

Blackberry nightshade (*Solanum nigrum*) Toxic to stock and humans. Ripe fruit is harmless however unripe fruit is toxic.



(above Blackberry Nightshade)



## Silverleaf nightshade (*Solanum elaeagnifolium*)

### How does this weed affect you?

Silverleaf nightshade is one of the most costly weeds for grain crop producers. It can:

- halve summer crop yields through direct competition
- reduce winter crop yields by depleting soil moisture
- invade pasture and reduce sub-clover growth
- reduce annual pasture growth in autumn winter
- poison stock if they eat ripe berries
- be expensive to control.

#### Livestock poisoning

Silverleaf nightshade contains toxic alkaloids. These are most concentrated in ripe fruit. Livestock poisoning is uncommon. Symptoms of poisoning include:

- diarrhoea
- head held low or pressing the head against solid objects
- weight loss
- death after 1 – 2 weeks.

### What does it look like?

Silverleaf nightshade is upright and branched. It grows up to 60 cm tall.



(above silverleaf Nightshade)



## Quena *Solanum esuriale* often mistaken for Silverleaf Nightshade

Grey-green densely hairy plant to 30 cm. Oblong leaves to 8 cm long with a pointed tip, lower leaves are larger and shallowly lobed. Purple potato-like flowers with five joined petals and a yellow centre in clusters of 2-6 on long stems.

### DETAILS

**Flora Type** Herbs

**Distinctive Features** Hairs are distinctively star-shaped (stellate) when viewed with a hand lens or magnifying glass. Plant generally does not have any spines. Pale yellow to yellowish-brown berries which resemble raisins when dry.



**Tiger Pear** – Warrumbungle Shire roadside (3 locations) approximately 20kms from Baradine heading towards Coonamble.

**Sticky Florestina** – (follow up from landowner Gilgandra Shire, suspected Parthenium infestation). The National Herbarium of NSW confirmed the specimen sent is Sticky florestina (*Florestina triperis*). This is the first identification in NSW. I have supplied photos and this species will be added to PlantNet and Weedwise NSW. The behaviour of this species is similar to Parthenium and spreads rapidly. 500 plants were found roadside of the adjoining property where the first infestation was found.





(above Sticky Florestina leaf and flower)



(above Sticky florestina infestation roadside, Gilgandra Shire)



**Parthenium Parkes** - w/c 15<sup>th</sup> March 2021 - DPI organised 26 Weed Officers to assist with a Parthenium delamination survey on a private property and adjoining National Park in Parkes covering 3000 acres. 3 staff from CMCC were involved in this exercise.



### **Hudson Pear Field Day Coonamble Shire**

The session was held at “Wilgadeen” on the Pilliga Road on Thursday 1 April and hosted by the Castlereagh Macquarie County Council (CMCC) in response to an article in the Coonamble Times on 10 February 2021 [Hudson pear outbreak brings calls for better communication]. 40 people attended. Landowners were from Coonamble and Walgett Shires. Also attending CMCC staff, LLS staff from both North and Central West, Cacti Coordinator from North West and National Parkes from Central West.

The aim for this field day was to meet landowners discuss, landowner / manager biosecurity obligations, expand awareness and encourage a combined response to the highly invasive weed, Hudson Pear as well as identify other *Cylindropuntia* and *Opuntia* Species.

Landholders were also able to register for the Chemical Supply Program that has been specifically designed to assist them in reducing the distribution and density of Hudson Pear, Tiger Pear, Harrisia and Mother of Millions.

A1 maps were also distributed on the day with landowners marking areas of concern and requests for inspections.

It was a successful day and demonstrated a real sense of working together. A follow up article was published in the Coonamble Times.



(above Hudson Pear field day "Wilgadeen" Coonamble

### Bevan's Cactus Nursery Lightning Ridge.

11 *Cylindropuntia* and *Opuntia* species have been set up on display in cages and labelled.

Thankyou Clr Woodcock for raising this suggestion at the previous CMCC meeting. Fantastic idea.

Bunny Ears - *Opuntia microdasys*

Jumping Cholla - *Cylindropuntia prolifera*

Hudson Pear White Pine - *Cylindropuntia pallida*

Hudson Pear Brown Spine - *Cylindropuntia tunicata*

Harrisia - *Harrisia martinii/pomanensis*

Rope Pear - *Cylindropuntia imbricata*

Wagon Wheel - *Opuntia robusta*

Tiger Pear - *Opuntia aurantiaca*

Kleins Cholla - *Cylindropuntia kleiniae*

Snake Cactus - *Cylindropuntia spinosior*

Boxing Glove - *Cylindropuntia fulgida* var. *mamillata*



(above *Cylindropuntia* / *Opuntia* species display Beavans Cactus Garden, Lightning Ridge

<b>Senior Biosecurity Officer's Report</b>
<b>Recommendation:</b>  That Council receive and note the Senior Biosecurity Officer's April 2021 report.  <b>Moved:</b> <b>Seconded:</b>

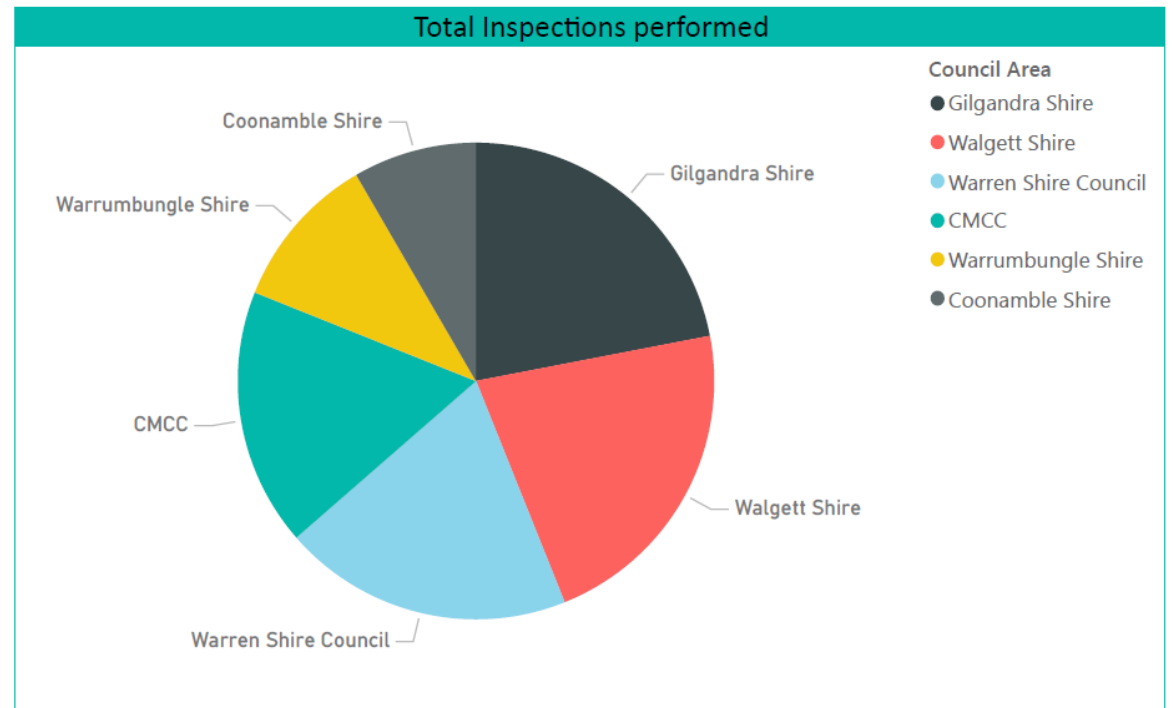
**Attachments:**

Inspection Reports March – April 2021



## CMCC Report Jan 2021 - Mar 2021

Total Inspections performed	
Council Area	Total Inspections
CMCC	144
Coonamble Shire	69
Gilgandra Shire	181
Walgett Shire	181
Warren Shire Council	162
Warrumbungle Shire	87
<b>Total</b>	<b>824</b>



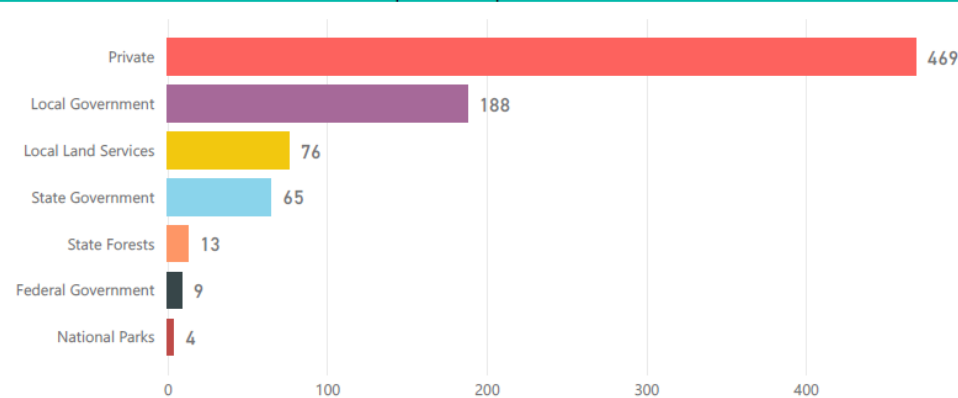


## CMCC Report Jan 2021 - Mar 2021

Total Inspections per Land Tenure in each Council Area

Council Area	Land Tenure	Count of Inspections
CMCC	Federal Government	1
CMCC	Local Government	123
CMCC	Local Land Services	5
CMCC	Private	2
CMCC	State Government	13
Coonamble Shire	Local Government	4
Coonamble Shire	Local Land Services	1
Coonamble Shire	Private	63
Coonamble Shire	State Government	1
Gilgandra Shire	Local Government	40
Gilgandra Shire	Local Land Services	15
Gilgandra Shire	National Parks	2
Gilgandra Shire	Private	90
Gilgandra Shire	State Forests	12
Gilgandra Shire	State Government	22
Walgett Shire	Federal Government	8
Walgett Shire	Local Government	8
Walgett Shire	Local Land Services	27
Walgett Shire	National Parks	2
Walgett Shire	Private	131
Walgett Shire	State Government	5
Warren Shire Council	Local Government	7
Warren Shire Council	Local Land Services	28
<b>Total</b>		<b>824</b>

Total Inspections per Land Tenure



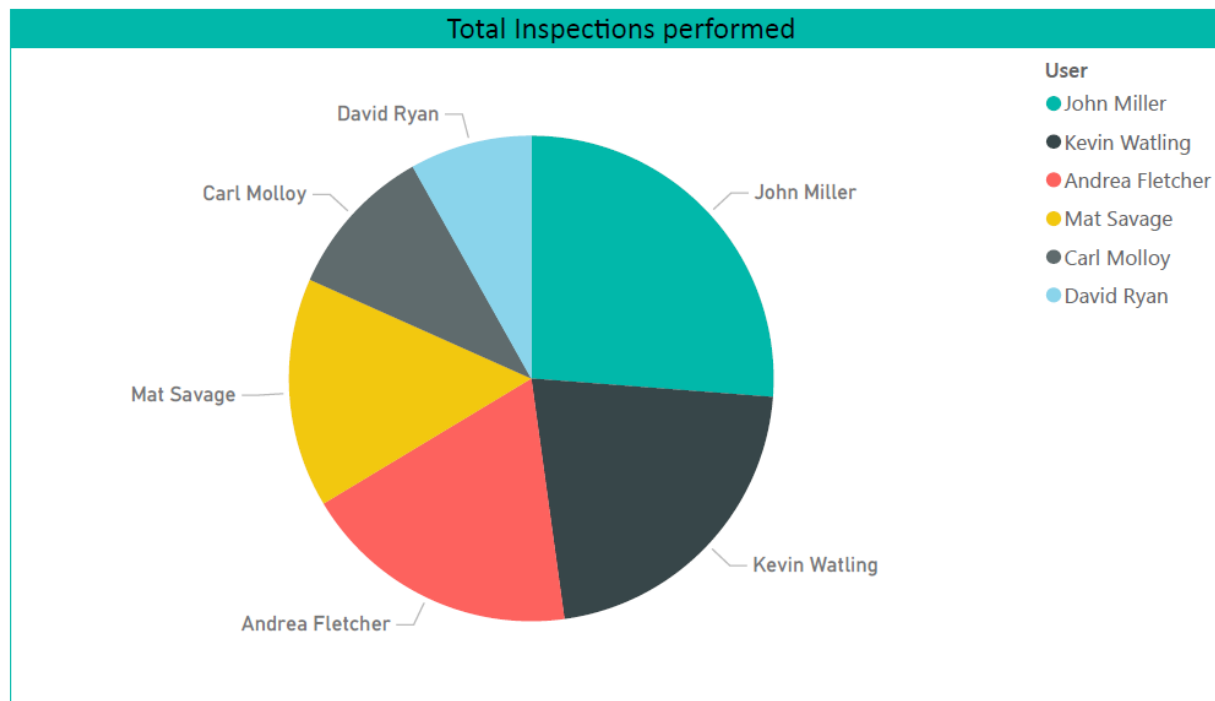
Total Inspections per Land Tenure

Land Tenure	Count of Inspections
Federal Government	9
Local Government	188
Local Land Services	76
National Parks	4
Private	469
State Forests	13
State Government	65
<b>Total</b>	<b>824</b>



## CMCC Report Jan 2021 - Mar 2021

Total Inspections performed	
User	Total Inspections
Andrea Fletcher	153
Carl Molloy	84
David Ryan	67
John Miller	216
Kevin Watling	178
Mat Savage	126
<b>Total</b>	<b>824</b>







## CMCC Report Jan 2021 - Mar 2021

Andy's Inspection Stats					
User	Reportable Codes	Land Tenure	Total Inspections	Area Inspected	Area Infested (hectare)
Andrea Fletcher	ARTC Rail Corridor Inspections	State Government	1	30.00	20.00
Andrea Fletcher	Inspections of council owned land	Local Government	3	47.73	11.00
Andrea Fletcher	Inspections of land owned / managed by State bodies	Private	1	14.30	5.00
Andrea Fletcher	Inspections of land owned / managed by State bodies	State Government	13	3,283.84	229.00
Andrea Fletcher	Other High Risk Sites	Local Government	1	1.00	1.00
Andrea Fletcher	Other High Risk Sites	Private	1	9.64	4.00
Andrea Fletcher	Other High Risk Sites	State Government	11	18.09	4.00
Andrea Fletcher	Private Property High Risk Re-Inspections	Private	1	19.25	1.00
Andrea Fletcher	Private Property Inspections	Local Government	3	0.42	0.00
Andrea Fletcher	Private Property Inspections	Private	47	2,701.28	1,014.00
Andrea Fletcher	Re-inspections	Private	1	1.58	0.00
Andrea Fletcher	Roadside Inspection(s)	Local Government	57	2,372.60	1,785.00
Andrea Fletcher	Roadside Inspection(s)	Private	1	2.47	0.00
Andrea Fletcher	Roadside Inspections High Risk Inspections	Local Government	5	97.00	95.00
<b>Total</b>			<b>154</b>	<b>8,700.20</b>	<b>3,181.00</b>



## CMCC Report Jan 2021 - Mar 2021

Carl's Inspection Stats					
User	Reportable Codes	Land Tenure	Total Inspections	Area Inspected	Area Infested (hectares)
Carl Molloy	ARTC Rail Corridor Inspections	State Government	1		
Carl Molloy	Inspections of council owned land	Local Government	3	5.31	
Carl Molloy	Inspections of council owned land	Private	1	1.39	
Carl Molloy	Inspections of nurseries, pet shops and sale yards	Local Government	1	2.29	
Carl Molloy	LLS TSR Reserves	Local Land Services	1	441.48	1.00
Carl Molloy	Private Property Inspections	Private	50	2,142.97	2.00
Carl Molloy	Re-inspections	Private	11	175.95	8.00
Carl Molloy	Roadside Inspection(s)	Local Government	5		2.00
Carl Molloy	Roadside Inspection(s)	State Government	1		
Carl Molloy	Roadside Inspections High Risk Inspections	Local Government	10		4.10
<b>Total</b>			<b>84</b>	<b>2,769.40</b>	<b>17.10</b>





## CMCC Report Jan 2021 - Mar 2021

David's Inspection Stats					
User	Reportable Codes	Land Tenure	Total Inspections	Area Inspected	Area Infested (hectares)
David Ryan	Department Of Lands	State Government	3	1,412.63	2.10
David Ryan	Other Council lands	Local Government	4	579.45	4.00
David Ryan	Private Property Inspections	Private	57	30,671.83	56.00
David Ryan	Roadside Inspections High Risk Inspections	Federal Government	1	50.00	0.10
David Ryan	Roadside Inspections High Risk Inspections	Local Government	6	172.63	50.20
<b>Total</b>			<b>71</b>	<b>32,886.55</b>	<b>112.40</b>

## CMCC Report Jan 2021 - Mar 2021

John's Inspection Stats					
User	Reportable Codes	Land Tenure	Total Inspections	Area Inspected	Area Infested (hectares)
John Miller	-----##-----Private Property Sites-----##-----	Private	1	0.60	
John Miller	ARTC	Private	2	342.12	
John Miller	Department Of Lands	State Forests	1	313.46	20.00
John Miller	Inspection of TSRs	Local Land Services	6	791.16	108.00
John Miller	Inspections of council owned land	Local Government	4	85.92	
John Miller	Inspections of land owned / managed by State bodies	State Government	1	4.02	200.00
John Miller	Inspections of rail corridors	Private	1	51.57	25.00
John Miller	Inspections of rail corridors	State Government	1	20.00	1.00
John Miller	LLS TSR Reserves	Local Land Services	19	3,112.20	236.00
John Miller	LLS TSR Reserves	Private	1	98.12	2.00
John Miller	Local Land Services Reserves	Local Land Services	9	1,222.32	535.00
John Miller	Other Private Properties	Local Land Services	1	348.57	
John Miller	Other Private Properties	Private	17	3,754.63	363.00
John Miller	Other_1	Private	5	1,090.79	
John Miller	Private Property Inspections	Private	93	12,991.75	296.00
John Miller	Re-inspections	Local Government	1	57.72	3.00
John Miller	Re-inspections	Private	5	522.16	34.00
John Miller	Roadside Inspection(s)	Local Government	29	2,286.63	997.00
John Miller	Roadside Inspection(s)	Private	1	256.66	
John Miller	Roadside Inspection(s)	State Government	3	520.00	420.00
John Miller	Roadside Inspections - Council roads	Local Government	11	962.56	816.00
John Miller	Roadside Inspections High Risk Inspections	State Government	3	190.00	5.00
John Miller	Waterways High Risk Pathways	Private	1	200.00	200.00
<b>Total</b>			<b>216</b>	<b>29,222.95</b>	<b>4,261.00</b>

## CMCC Report Jan 2021 - Mar 2021

Kevin's Inspection Stats					
User	Reportable Codes	Land Tenure	Total Inspections	Area Inspected	Area Infested (hectares)
Kevin Watling	-----##-----Private Property Sites-----##-----	Private	3	62.69	0.20
Kevin Watling	Forestry Corp reserves	State Forests	1	24.14	4.00
Kevin Watling	Forestry Corp reserves	State Government	5	389.65	23.50
Kevin Watling	High Risk Council owned land	Local Government	3	43.95	0.31
Kevin Watling	High Risk Pathways Inspection	Local Land Services	1	6.41	0.00
Kevin Watling	High Risk Pathways Inspection	Private	1	7.39	0.01
Kevin Watling	High Risk Pathways Inspection	State Forests	7	428.61	112.50
Kevin Watling	High Risk Pathways Inspection	State Government	5	0.00	4.10
Kevin Watling	High risk water courses	Local Government	1	0.00	0.10
Kevin Watling	Inspections of council owned land	Local Government	1	7.04	
Kevin Watling	LLS TSR Reserves	Local Land Services	1	13.75	
Kevin Watling	Local Land Services Reserves	Local Land Services	9	362.13	15.40
Kevin Watling	National Parks/Nature Reserves	National Parks	1	57.02	30.00
Kevin Watling	Private Property High Risk Area	National Parks	1	391.69	300.00
Kevin Watling	Private Property High Risk Area	State Forests	4	262.26	73.00
Kevin Watling	Private Property Inspections	Local Land Services	2	657.28	
Kevin Watling	Private Property Inspections	Private	84	14,409.29	75.32
Kevin Watling	Private Property Inspections	State Government	1	0.07	0.10
Kevin Watling	Recreational Area Inspections & Parks & Gardens, Sport fields	Private	3	387.64	0.20
Kevin Watling	Recreational Area Inspections & Parks & Gardens, Sport fields	State Government	3	8.18	4.00
Kevin Watling	Roadside Inspection(s)	Local Government	1	0.00	2.00
Kevin Watling	Roadside Inspections High Risk Inspections	Local Government	32	0.00	23.31
Kevin Watling	Roadside Inspections High Risk Inspections	Private	1	0.00	0.00
Kevin Watling	Roadside Inspections High Risk Inspections	State Government	4	0.00	0.30
Kevin Watling	Waterways High Risk Pathways	Local Government	3	0.00	2.30
<b>Total</b>			<b>178</b>	<b>17,519.19</b>	<b>670.65</b>

## CMCC Report Jan 2021 - Mar 2021

Mat's Inspection Stats					
User	Reportable Codes	Land Tenure	Total Inspections	Area Inspected	Area Infested (hectares)
Mat Savage	Department Of Lands	Federal Government	2	1,348.36	10.00
Mat Savage	Department Of Lands	Private	1	84.28	0.10
Mat Savage	Department Of Lands	State Government	2	471.08	10.00
Mat Savage	Grain Handling Sites	Private	1	27.81	
Mat Savage	High risk TSRs	Local Land Services	4	799.00	
Mat Savage	High risk TSRs	Private	1	516.45	
Mat Savage	High risk water courses	Local Government	1	5.00	
Mat Savage	High risk water courses	Private	1		
Mat Savage	High risk water courses	State Government	2		
Mat Savage	Inspection of TSRs	Local Land Services	1	16.73	15.00
Mat Savage	Inspections of nurseries, pet shops and sale yards	Local Government	1	3.91	
Mat Savage	Inspections of nurseries, pet shops and sale yards	Private	1	0.76	
Mat Savage	Inspections of rail corridors	Federal Government	1		
Mat Savage	Inspections of rail corridors	State Government	1		
Mat Savage	LLS TSR Reserves	Local Land Services	22	1,617.97	55.00
Mat Savage	National Parks/Nature Reserves	National Parks	2	1,035.80	
Mat Savage	Other Council lands	Federal Government	1	7.15	5.00
Mat Savage	Other Council lands	Local Government	1	4.25	
Mat Savage	Other Council lands	Private	5	119.97	
Mat Savage	Private Property High Risk Area	Private	4	1,682.95	
Mat Savage	Private Property High Risk Re-Inspections	Private	2	1,237.08	60.00
Mat Savage	Private Property Inspections	Federal Government	5	1,278.79	
Mat Savage	Private Property Inspections	Private	56	25,861.82	102.00
Mat Savage	Private Property Re-Inspections	Private	5	1,357.27	196.20
Mat Savage	Re-inspections	Private	3	7.43	2.50
Mat Savage	Roadside Inspection(s)	Local Government	13		1,190.00
Mat Savage	Roadside Inspections High Risk Inspections	Federal Government	6		535.00
Mat Savage	Roadside Inspections High Risk Inspections	Local Government	3		100.00
Mat Savage	Roadside Inspections High Risk Inspections	Local Land Services	1		
<b>Total</b>			<b>149</b>	<b>37,483.87</b>	<b>2,280.80</b>

**11. QUESTIONS FOR NEXT MEETING**

**12. CONFIRM DATE OF NEXT MEETING**

**13. CLOSE OF MEETING**

**Time: .....**