

**MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON TUESDAY 20 JUNE 2017 COMMENCING AT 8:40AM**

**PRESENT** Councillor M. Dusting (Chair), and Armidale Regional Council Administrator, Dr Ian. Tiley.

**IN ATTENDANCE:** General Manager, Mr W. Deer

**APOLOGIES** Councillor S Kermodé.

**21/17 RESOLVED** on the motion of Councillors Tiley and Dusting that the apology be accepted.

**DECLARATIONS OF INTEREST**

There were no declarations of interest.

**CONFIRMATION OF MINUTES OF THE ORDINARY MEETING HELD ON TUESDAY 26 APRIL 2017**

**22/17 RESOLVED** on the motion of Councillors Tiley and Dusting that the Minutes of the Ordinary Meeting of the New England Tablelands (Noxious Plants) County Council held on 26 April 2017 copies of which have been distributed to all members are taken as read and confirmed a true record.

**BUSINESS ARISING FROM THE MINUTES OF THE ORDINARY MEETING HELD ON WEDNESDAY 26 APRIL 2017**

There were no matters arising.

**CHAIRPERSON'S REPORT**

The Chair advised of the following:

- Reported on the meeting of the Organizing Committee held on 29 May 2017 for the forthcoming 19<sup>th</sup> NSW State Weeds Conference to be held in Armidale from the 16 - 19 October 2017 advising that the draft program has been confirmed, with many excellent speakers and the field trips are close to being finalised. Sponsorship targets are on track with budget expectations and the conference will also feature a debate. Registrations for the conference have been advertised. The next meeting of the Committee will be held on 31 July 2017.
- Attended the Northern Tablelands Regional Weeds Committee April 2017 meeting as Council's representative along with Council officers where the responses to the recent call for submissions on the draft Regional Strategic Weed Management Plan were discussed. The Committee endorsed the document and referred it to the Board of the Northern Tableland Local Land Services for ratification prior to forwarding to the Minister for Primary Industries.
- Mentioned the impending changes to legislation whereby the new Biosecurity Act 2015 and Biosecurity Regulation 2017 will replace the Noxious Weeds Act 1993 as

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from 1 July 2017, and that on advice from the General Manager all staff have completed the required training to be Authorised Officers under the new legislation.

**GENERAL MANAGER'S REPORT**

**1. NEW ENGLAND WEEDS AUTHORITY BUSINESS ACTIVITY STRATEGIC PLAN 2017-2027, 4 YEAR DELIVERY PLAN 2017-2021 AND ANNUAL OPERATIONAL PLAN 2017-2018 (ITEM 7.1.1)**

**23/17 RESOLVED** on the motion of Councillors Tiley and Dusting that:

1. That the Annual Operational Plan 2017-2018, 4 Year Delivery Plan 2017 – 2021 and New England Weeds Authority Business Activity Strategic Plan 2017- 2027 be amended to reflect the decision of the North West Local Land Services to take over the role of Lead Organisation within the North West Local Land Services region for the NSW Weeds Action Program 2015-2020 as provided for in the amended NSW Weeds Action Program 2015-2020 Guidelines – Year 2.
2. Council in accordance with the provisions of the Local Government Act 1993 and Regulations thereunder, adopt the New England Weeds Authority Business Activity Strategic Plan 2017- 2027 and Resourcing Strategy, the 4 Year Delivery Plan 2017 - 2021 and the Annual Operational Plan 2017 – 2018, noting the amendment.

**2. LOCAL GOVERNMENT REMUNERATION TRIBUNAL (ITEM 7.1.2)**

**24/17 RESOLVED** on the motion of Councillors Tiley and Dusting that the annual fees for Councillors for the 2017/2018 financial year be increased by 2.5% over the allowances for 2016/2017. Councillors will be remunerated \$2,377.00 and for the Chair, \$5,942.00.

**3. AUDIT OFFICE OF NSW-AUDIT FOR YEAR ENDING 30 JUNE 2017 (ITEM 7.1.3)**

**25/17 RESOLVED** on the motion of Councillors Dusting and Tiley that the report on the Audit process of Council's financial statements for the year ending 30 June 2017 be received and noted.

**4. PUBLIC INTEREST DISCLOSURES REPORT (ITEM 7.1.4)**

**26/17 RESOLVED** on the motion of Councillors Tiley and Dusting that:

1. That the six- monthly report on Council's compliance with their obligations under the Public Interest Disclosures Act 1994 be received and noted.
2. That a copy of the report be forwarded to the NSW Ombudsman.

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**5. GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009 (GIPA) – PUBLICATION GUIDE REVIEW (ITEM 7.1.5)**

**27/17 RESOLVED** on the motion of Councillors Dusting and Tiley that under the provisions of Section 21 of the Government Information (Public Access) Act 2009, Council adopts the revised New England Tablelands (Noxious Plants) County Council Publication Guide, as attached to the report.

**6. REVIEW OF COUNCIL POLICIES (ITEM 7.1.6)**

**28/17 RESOLVED** on the motion of Councillors Dusting and Tiley that Council reaffirms the adoption of the following Policies, as attached to the report.

- Investment Policy No: 01/11
- Drug and Alcohol Policy No: 03/11
- Engagement of Contractors Policy No: 04/11
- Procurement of Goods and Services Policy No: 05/11
- Annual Leave Policy No: 02/12
- Gifts and Benefits Policy No: 03/12
- Records Management Policy No: 01/13

**7. RELATED PARTY DISCLOSURES (ITEM 7.1.7)**

**29/17 RESOLVED** on the motion of Councillors Tiley and Dusting:

1. That the report on the Related Party Disclosures be received and noted.
2. That Council adopt the Key Management Personnel as being the Councillors (including the Chairman), General Manager and Senior Weeds Officer.
3. That Council adopt the New England Weeds Authority Related Party Disclosures Policy 02/17, as attached to the report.

**8. REVIEW OF DELEGATIONS OF AUTHORITY (ITEM 7.1.8)**

**30/17 RESOLVED** on the motion of Councillors Tiley and Dusting:

1. That Council make and endorse the delegations of authority to the Chairperson, Deputy Chairperson, General Manager and various staff as contained within the New England Weeds Authority Delegation of Authority Register attached to the report, in accordance with the provisions of Section 377 of the Local Government Act 1993 and Section 372 of the Biosecurity Act 2015.
2. That Council appoint the General Manager, Mr W Deer as an Authorised Officer for the purpose of administering the relevant provisions of the Biosecurity Act 2015. This authorisation shall extend to the service of penalty notices and instigation of legal action in relation to the Biosecurity Act 2015.

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**9. LOCAL GOVERNMENT NSW ANNUAL CONFERENCE (ITEM 7.1.9)**

**31/17 RESOLVED** on the motion of Councillors Tiley and Dusting that Council:

1. Approve the attendance of two representatives at the 2017 Local Government Annual Conference, those representatives being the Chair as Voting Delegate and the General Manager.
2. Approve payment of all expenses associated with the attendance at the Conference in accordance with the Payment of Expenses Policy.

**10. NSW WEEDS ACTION PROGRAM 2015-2020 AMENDED GUIDELINES (7.1.10)**

The General Manager tabled a letter dated 15 June 2017 from Mr J Hutchinson-Smith, General Manager, North West Local Land Services advising that as from 30 June 2017 that New England Weeds Authority will cease as the lead organisation for the North West Local Land Services Weeds Action Program 2015-2020 as provided for in the *NSW Weeds Action Program 2015-2020 Guidelines – Year 2*, as the North West Local Land Services will be assuming this role.

**32/17 RESOLVED** on the motion of Councillors Dusting and Tiley:

1. That the report on amendments to the NSW Weeds Action Program 2015 -2020 Guidelines by received and noted.
2. That a further report be presented to Council on the implications for Council as lead organisation for the Northern Tablelands and North West Local Land Services, NSW Weeds Action Program 2015 – 2020.

**11. INVESTED FUNDS REPORT (ITEM 8.1.1)**

**33/17 RESOLVED** on the motion of Councillors Tiley and Dusting that:

1. The report indicating Council's Fund Management position be received and noted.
2. That the Certificate of the Responsible Accounting Officer be noted and the report adopted.

**12. WEED CONTROL MATTERS (ITEM 9.1.1)**

**34/17 RESOLVED** on the motion of Councillors Dusting and Tiley that Council adopt the quarterly report on the 2016/2017 Weeds Action Program.

**MATTERS OF URGENCY**

Nil

**NEXT MEETING:**

The next meeting will be held on Tuesday, 22 August 2017, commencing at 8.30am.

**THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT 9.20 AM**