

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, 18 FEBRUARY 2020 COMMENCING AT 8:37AM.

PRESENT: Councillor M Dusting - Chairperson, Councillor S Kermode Councillor A Murat Councillor J Galletly and Councillor L Martin.

IN ATTENDANCE: General Manager Mr J Duggan and Senior Weeds Officer Mr J Browning.

APOLOGIES: Nil

DECLARATIONS OF INTEREST

There were no declarations of interest.

CONFIRMATION OF MINUTES OF THE ORDINARY MEETING HELD ON TUESDAY 17 DECEMBER 2019.

1/20 RESOLVED on the motion of Councillors Murat and Martin that the Minutes of the Ordinary Meeting of the New England Tablelands (Noxious Plants) County Council held on 17 December 2019, 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 TUESDAY 17 DECEMBER 2019.

The General Manger provided advice regarding the “Risk Management Framework”.

CHAIRMAN’S REPORT

As this is the first meeting of the new year, let me wish all our Councillors and staff a very happy and prosperous new year.

I will be attending the next meeting of NTRWC today. We are seeking some discussions to ensure on going funding for our involvement in the WAP program. We have provided administrative support and the secretariat for the last few years.

The recent rains are a godsend for our communities however more is still needed. No doubt, the workload of our inspectorial staff will intensify in coming months to assist landowners with any weed issues they may have. I am experiencing very few complaints about our activities and the job we are doing so I want to thanks the councillors and staff for a job well done.

1. GRIEVANCE POLICY (ITEM 7.1.1)

2/20 RESOLVED on the motion of Councillors Murat and Galletly that the NEWA Grievance Policy No: 01/19, as attached to the report, be adopted.

2. CODE OF CONDUCT (ITEM 7.1.2)

3/20 RESOLVED on the motion of Councillors Kermode and Galletly that:

1. That Council adopt the New England Weeds Authority Code of Conduct and the Procedures for the Administration of the New England Weeds Authority Code of Conduct, as attached to the report.
2. That Council appoint the Project/Admin Officer as Complaints Coordinator.
3. That Council adopt the following persons as its conduct review panel.
 - Monica Kelly, Prevention Partners NSW
0438 280 621
enquiry@preventionpartnersnsw.com
 - Kath Roach, SINC Solutions Pty Ltd
0414 193 755
solutions@sincolutions.com.au
 - Linda Pettersen, Linda Pettersen Consulting Pty Ltd
0413 552 155
linda.petterson@inet.net.au
 - Emma Broomfield, Locale Consulting
0421 180 881
emma@localeconsulting.com.au
 - Belinda Nolan, Pinnacle Integrity
0419 472 133
b.nolan@pinnacleintegrity.com.au
 - Shane White, Pinnacle Integrity
0439 485 428
s.white@pinnacleintegrity.com.au
 - Andrew Hedges, LKA Group Pty Ltd
1300 139 321
sydney@lkagroup.com.au
 - Greg Wright, Wright Associates
0418 225 027
greg.wright@wrightassociates.com.au

4. A future report provide for an independent complaints coordinator.

3. ENTERPRISE RISK MANAGEMENT STRATEGY REVIEW (ITEM 7.1.3)

4/20 RESOLVED on the motion of Councillors Martin and Murat:

1. That the report on the review of the NEWA Risk Management Policy and Strategy, including the updated Risk Register be received and noted.
2. That Council adopt the NEWA Risk Management Policy 02/20, as attached to the report.
3. That Council reaffirm the NEWA Risk Management Strategy, as attached to the report.

4. DELIVERY PROGRAM PROGRESS REPORT (ITEM 7.1.4)

5/20 RESOLVED on the motion of Councillors Murat and Galletly that the report on the 6 monthly progress of the Principal Activities under Council's Delivery Plan 2019-2022 to 31 December 2019 be received and noted.

5. PUBLIC INTEREST DISCLOSURES REPORT (ITEM 7.1.5)

6/20 RESOLVED on the motion of Councillors Murat and Martin:

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.

6. VEHICLE SURVEILLANCE POLICY (ITEM 7.1.6)

7/20 RESOLVED on the motion of Councillors Murat and Martin that the vehicle surveillance policy be adopted.

7. PERFORMANCE AGREEMENT GENERAL MANAGER (ITEM 7.1.7)

8/20 RESOLVED on the motion of Councillors Murat and Martin that Council authorises the Chairman to sign the attached agreement on behalf of Council.

8. PERSONAL PROTECTIVE EQUIPMENT POLICY (ITEM 7.1.8)

9/20 RESOLVED on the motion of Councillors Kermode and Murat that Council adopts the Personal Protective Equipment Policy

9. INVESTED FUNDS REPORT (ITEM 7.2.1)

10/20 RESOLVED on the motion of Councillors Murat and Galletly that:

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

10. DECEMBER 2019 QUARTERLY BUDGET REVIEW (ITEM 7.2.2)

11/20 RESOLVED on the motion of Councillors Martin and Murat that Council adopt the December 2019 Quarterly Budget Review and approve the Budget variations.

11. 2019/2020 WEEDS ACTION PROGRAM (ITEM 7.3.1)

12/20 RESOLVED on the motion of Councillors Murat and Martin that the report on the 2019/2020 Weeds Action Program be received and noted.

11. MATTERS OF URGENCY –

There were no matters of urgency

NEXT MEETING:

The next meeting will be held on Tuesday, 21st April 2019 at 8.30 am.

THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT 9:17 AM.