

Upper Macquarie County Council

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21 October 2022

Members of the County Council

Notice of Ordinary Meeting of Upper Macquarie County Council 21 October 2022

I advise an Ordinary Meeting of the Upper Macquarie County Council will be held at the Darrell Sligar Building, Hill Street, Blayney on 21 October 2022 beginning at 2.00pm

Please be considerate of other Members and staff if you have any cold and flu like symptoms. Remote access is available.

The Business Papers are attached for your reference.

Your attendance at the meeting is respectfully requested.

Yours sincerely

Timothy Johnston
General Manager

NOTICE FOR MEMBERS & THE PUBLIC

1. DUE TO REGULATORY RESTRICTIONS ON SOCIAL DISTANCING ASSOCIATED WITH THE COVID-19 PANDEMIC – THE COUNTY COUNCIL MEETING IS ONLY OPEN TO A LIMITED NUMBER OF MEMBERS OF THE PUBLIC.
2. BOOKINGS FROM MEMBERS OF THE PUBLIC, TO ATTEND A MEETING IN-PERSON (IF PERMITTED AT ALL), CAN BE MADE BY CONTACTING THE COUNCIL OFFICES BY PHONE OR EMAIL NO LESS THAN 24 HRS PRIOR TO THE MEETING COMMENCING.
3. A VIDEO RECORDING OF THE MEETING WILL BE POSTED ON THE COUNTY COUNCIL WEBSITE (WWW.UMCC.NSW.GOV.AU) AS SOON AS PRACTICAL AFTER THE MEETING IS COMPLETED

BUSINESS AGENDA

FOR THE ORDINARY MEETING OF THE UPPER MACQUARIE COUNTY COUNCIL TO BE HELD ON FRIDAY 21 OCTOBER 2022

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ACKNOWLEDGEMENT OF COUNTRY

Council acknowledges the traditional custodians of the lands where we work and live. Council celebrates the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of the NSW Central Tablelands.

ITEM 1: APOLOGIES

That Council acknowledge and accept the apologies of those members that have nominated that they will not attend this meeting.

ITEM 2: DISCLOSURE OF INTEREST

Recommendation:

That:

1. Council Members are reminded of their obligations under Council's Code of Conduct to disclose and appropriately manager conflicts of interest.
2. If any member has any declaration of interests, they should do so now.

Note any Disclosures of Interest made.

Statement of ethical Obligations

(3.23 of the Code of Meeting Practice)

Members are reminded of their oath or affirmation under S.233A Local Government Act 1993.

Oath

"I, [*name of councillor*] swear that I will undertake the duties of the office of councillor in the best interests of the people of [*name of council area*] and the [*name of council*] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the [Local Government Act 1993](#) or any other Act to the best of my ability and judgment"

Affirmation

"I [*name of councillor*] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of [*name of council area*] and the [*name of council*] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the [Local Government Act 1993](#) or any other Act to the best of my ability and judgment."

ITEM 3: CONFIRMATION OF MINUTES

Recommendation

That Council adopt the minutes of the previous meetings of the Upper Macquarie County Council:

1. **Ordinary Meeting** of the Upper Macquarie County Council held at the Council Chambers, Kelso, NSW on **Friday 12 August 2022**.
2. **Extraordinary Meeting** of the Upper Macquarie County Council held at the Council Chambers, Kelso, NSW on **Friday 9 September 2022** (Page 12).

ATTENDANCE

The Council Members were present:

Cr. A. McKibbin
Cr. B. Reynolds
Cr. S. Lesslie
Cr. C. O'Connor
Cr. B. Fry
Cr. B. Watt
Cr. A. Ewin

The following Council Staff attended:

General Manager Timothy Johnston
Biosecurity Operations Manager, Christopher Jackson
Biosecurity Administration Manager, Lisa Monardo

ATTENDANCE VIA AVL

Moved: Member Cr. Reynolds
Seconded: Member Cr. O'Connor

That Council allows Member Cr. Smith to participate in today's meeting via Audio Visual Link – Zoom.

Acknowledgement of Country

Item 1: Apologies

That Council acknowledge and accept the apologies of those members that have nominated that they will not attend this meeting.

Nil apologies received.

Item 2: Disclosure of interest and Statement of Ethical Obligations

Mover: Member Cr. Fry
Seconder: Member Cr. Lesslie

Item 3: Confirmation of Minutes

Minutes of ordinary meeting held on 24th June 2022.

Mover: Member Cr. Lesslie

Seconder: Member Cr. Reynolds

Resolved in the affirmative.

Item 4: Matters in Progress

Mover: Member Cr. O'Connor

Seconder: Member Cr. Ewin

Council notes the table of matters in progress.

Resolved in the affirmative.

Item 5: Chairman's Minute

Nil report.

Item 6: Governance Program

6.1 Legislative Compliance

6.1.1 Business Activity Strategic Plan 2022/23-2032/33 & Operational Plan 22/23

Mover: Member Cr. Fry

Seconder: Member Cr. Watt

Council notes that Office of Local Government have now been advised of Council's Business Activity Strategic Plan 2022/23-2032/33 & Operational Plan 22/23 and posted on Council's website.

Resolved in the affirmative.

6.1.2 Public Liability and Indemnity Insurance

Mover: Member Cr. O'Connor

Seconder: Member Cr. Ewin

Council notes that it has Certificates of currency with Jardine Lloyd Thompson in public liability and professional liability Insurance.

Resolved in the affirmative.

6.2 Policies

6.2.1 Compliance and Enforcement Policy

Mover: Member Cr. Lesslie

Seconder: Member Cr. Fry

That Council notes the report on the Compliance and Enforcement Policy.

Resolved in the affirmative.

6.2.2 Assess Policy Review Schedule.

Mover: Member Cr. O'Connor

Seconder: Member Cr. Fry

That Council notes the report on the upcoming update of the Agency Policy Register (2020).

Resolved in the affirmative.

6.3 Finance

6.3.1 Unaudited General Purpose Financial Statements 2021-2022

Mover: Member Cr. O'Connor

Seconder: Member Cr. Watt

That Council:

1. Authorises the Chairperson Andrew McKibbin and Deputy Chairperson Bruce Reynolds to sign the "Statement by Members" on page 2 of the General Purpose Financial Statements for the year ended 30 June 2022.
2. Submit the General Purpose Financial Statements to the external auditor for audit.

Resolved in the affirmative.

6.3.2 Statement of Investments as at 31st July 2022

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council notes the Statement of Investments Report as of 31st July 2022.

Resolved in the affirmative.

6.3.3 Investment Policy

Mover: Member Cr. Reynolds

Seconder: Member Cr. O'Connor

Council agrees to place the amended Investment Policy on public exhibition for 28 days. If after 28 days on public exhibition, there is no feedback, that it becomes policy.

Resolved in the affirmative.

6.4 Human Resources

6.4.1 Organisational Structure

Mover: Member Cr. Reynolds

Seconder: Member Cr. O'Connor

That Council:

1. Note the report on the proposed changes to Council's Organisational Structure
2. Note that proposed changes will impact upon Council's Operational budget, hence the matter will be brought back to Council for endorsement via the First Quarterly Budget Review in October 2022.

Resolved in the affirmative.

6.4.2 General Manager's Performance Management

Mover: Member Cr. Ewin

Seconder: Member Cr. Watt

Council notes the report.

Resolved in the affirmative.

Item 7 Landholder Support Program

7.1 Aerial Spraying Program Autumn 2023

Mover: Member Cr. Ewin

Seconder: Member Cr. O'Connor

That Council notes the report.

Resolved in the affirmative.

Item 8 Roadside Spraying Program

8.1 Roadside Spraying

Mover: Member Cr. Lesslie

Seconder: Member Cr. O'Connor

That Council note the report.

Resolved in the affirmative.

Item 9 Biosecurity Compliance

9.1 WAP 2021/2022 Finalisation

Mover: Member Cr. Reynolds

Secunder: Member Cr. Watt
Council notes the report.

Resolved in the affirmative.

9.2 Penalty Infringement Notices 23

Mover: Member Cr. Watt
Secunder: Member Cr. O'Connor
Council notes the report.

Resolved in the affirmative.

9.3 Biosecurity Compliance Inspections June 2022

Mover: Member Cr. Reynolds
Secunder: Member Cr. O'Connor
Council notes the report.

Resolved in the affirmative.

9.4 Strategic Operational Plan for meeting WAP targets

Mover: Member Cr. Reynolds
Secunder: Member Cr. Lesslie
Council notes the report.

Resolved in the affirmative.

Item 10. Other matters

10.1 LGNSW Conference October 2022

Mover: Member Cr. Fry
Secunder: Member Cr. O'Connor
Council nominates one person Member as the voting delegate for Council at the LGNSW Annual Conference held from 23rd October 2022 – 25th October 2022.

Resolved in the affirmative.

10.2 County Council meeting schedule

Mover: Member Cr. Reynolds

Seconded: Member Cr. Fry

Council adopted meeting schedule with a change to the ordinary start time. The new start time is 2.00pm for Ordinary meetings.

Date:	Time	Meeting & Location:
12 th August 2022	2.00pm	Ordinary Council Meeting
9 th September 2022	12.00pm	Workshop+ Extraordinary meeting
21 st October 2022	2.00pm	Ordinary Council Meeting (Blayney)
18 th November 2022	2.00pm	Ordinary Council Meeting (Lithgow)
16 th December 2022	2.00pm	Ordinary Council Meeting

Resolved in the affirmative.

Member Cr. Andrew McKibbin voted against the change in start time.

Item 11. Notices of Motion or Rescission

Notice of motion 1

Mover: Member Cr. Reynolds

Seconded: Member Cr. Fry

That Upper Macquarie County Council undertake an investigation into changing its trading name to 'Upper Macquarie Weeds Authority', and that a report to be brought back to Council.

Resolved in the affirmative.

RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE COUNCIL TO DEAL WITH CONFIDENTIAL REPORTS

Moved: Member Cr. Watt

Seconded: Member Cr. Lesslie

Council notes that in accordance with Section 9(2A) of the Local Government Act (1993) the General Manager is of the opinion that business on the agenda designated "confidential" and listed in the following Table 1 is of a kind referred to in Section 10A (2) of the Act and should be dealt with in a part of the meeting closed to the media and public. AND FURTHER in accordance with Section 10B (1) of the Act it is considered that discussion of the business in open meeting would on balance be contrary to the public interest.

Council resolves into closed Confidential Committee of the Whole Council to consider business identified as confidential under the provisions of section 10A(2) of the Act Pursuant to section 10A (1) & (3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A (2) of the Act. Correspondence and reports relevant to the subject business be withheld from access.

In accordance with Section 10A(4) members of the public are invited to make representations to the Council as to whether the matters should or should not be dealt with in Confidential Committee of the Whole Council.

Subject	Reason for Confidentiality [Section of the Act]
12 Prosecution Update	Section 10A(2)(e) information that would if disclosed prejudice the maintenance of law (inc Privacy and Personal Information Act)
13 General Manager's Performance Agreement	Section 10A(2)(a) personnel matters concerning particular individuals (other than Councillors)
14 Biosecurity Risk Register	Section 10A (2)(e) information that would if disclosed prejudice the maintenance of law (inc Privacy and Personal Information Act)

Resolved in the affirmative.

RESOLVE INTO OPEN COUNCIL

Moved: Member Cr. Ewin

Seconded: Member Cr. Lesslie

That Council move into open session of the Council Meeting.

Resolved in the affirmative.

REPORT OF THE CONFIDENTIAL COMMITTEE OF THE WHOLE COUNCIL
Committee Recommendation

12 Prosecution Cases

That Council notes the report

13 General Managers Performance Agreement

That Council notes the report

14 Weed Biosecurity Property Inspections for June 2022

That Council notes the report

Resolved in the affirmative.

CLOSE OF MEETING

The Chairman declared the meeting closed at 5.05pm

CONFIRMATION OF MINUTES

Minutes of the **Extraordinary Meeting** of the Upper Macquarie County Council held at the Council Chambers, Kelso, NSW on **Friday 9 September 2022** beginning at **1.00pm**.

ATTENDANCE

The Council Members were present:

Cr. A. McKibbin
Cr. B. Reynolds
Cr. S. Lesslie
Cr. C. O'Connor
Cr. B. Fry
Cr. B. Watt
Cr. A. Ewin
Cr. A. Smith

The following Council Staff attended:

General Manager Timothy Johnston
Biosecurity Operations Manager, Christopher Jackson
Biosecurity Administration Manager, Lisa Monardo

Item 1: Apologies

Mover: Member Cr. Reynolds

Seconder: Member Cr. Lesslie

That Council acknowledge and accept the apologies of those members that have nominated that they will not be in attendance at this meeting.

Resolved in the affirmative.

Item 2: Disclosure of Interest

Statement of ethical obligations

Mover: Member Cr. Ewin

Seconder: Member Cr. Smith

That:

1. Council Members are reminded of their obligations under Council's Code of Conduct to disclose and appropriately manager conflicts of interest.
2. If any member has any declaration of interests, they should do so now.

Resolved in the affirmative.

Item 3. Financial Statement Presentation – Leanne Smith (intentus)

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

That Council enable and note the presentation provided by Audit Office NSW contractor, Director Ms Leanne Smith, Intentus.

Resolved in the affirmative.

Item 4. LGNSW Conference Notice of Motion

Mover: Member Cr. Reynolds

Seconder: Member Cr. Smith

That Council

1. Submit Motion 1 Biosecurity Fund for consideration by the LGNSW 2022 Annual Conference
2. Submit Motion 2 WAP Funding for consideration by the LGNSW 2022 Annual Conference.

Resolved in the affirmative.

CLOSE OF MEETING

The Chairman declared the meeting closed at 1.47pm

ITEM 4: MATTERS IN PROGRESS

The table of matters in progress be noted

SUBJECT	RESOLUTION No. & DATE	RESOLUTION	DESCRIPTION	ACTION
State Prosecution Fund	Item 10 11 February 2022	Council notes the report	Chairman, Member Clr McKibbin wrote to the State Weed Committee regarding the concept of a State Prosecution Fund to help all LCAs when prosecuting landholders for failing their weed biosecurity duty. He then went on to present at the State Weed Committee	Meetings have been arranged with the Minister, Senior Members of DPI & LLS in the coming months. <i>Due Date:</i>
Strategic operational plan for meeting WAP targets	NOM 1 13 May 2022	That the General Manager provide a plan to the County Council members before 30th June 2022 on how the County Council aims to achieve its Weed Action Program inspection targets for 2022-23. Moved: Member Cr. Bruce Reynolds Seconded: Member Cr. Lesslie	That the General Manager provide a plan to the County Council members before June 30th 2022 on how the County Council aims to achieve its Weed Action Program inspection targets for 2022-23.	Analysis of WAP statistics is underway. <i>Due Date:</i>
Developing Regional Guidelines for the engagement of state bodies			A collaboration between CTLLS & UMCC to develop a structured and consistent way of approaching State Bodies about their priority weed problems in surrounding LCAs to UMCC but within CTLLS	Meetings with DPI and LLS have been arranged. <i>Due Date:</i>
Strategic Roadside spraying rotation	Item 5 13 May 2022	<ol style="list-style-type: none"> 1. Council notes the report on the roadside spraying program 2021/2022. 2. Council provides a report to each constituent Council on their roadside spraying program for 2021/2022 	Council obtained more information regarding roadsides which meant they could assist their constituent Councils by providing a more rotational roadside weed treatment	Constituent Council's GMs have history of the roadside program meeting to be arranged. Will look to

			program ensuring that each roadside was dealt with on a regular basis and helping the constituent Council meet their obligations under the Biosecurity Act.	encourage a more strategic approach next year. <i>Due Date:</i>
Compliance & Enforcement Intellectual Property	Report 6.2.1 12 August 2022	That Council notes the report on the Compliance and Enforcement Policy.	Council uses specific tools within its compliance and enforcement policy that could be considered Intellectual Property and potentially sold.	GM engaging with LCAs regarding the UMCC approach. <i>Due Date:</i>
Change to Business Name	NOM 1 12 August 2022	That Upper Macquarie County Council undertake an investigation into changing its trading name to 'Upper Macquarie Weeds Authority', and that a report to be brought back to Council. Moved: Cr Bruce Reynolds	That Upper Macquarie County Council undertake an investigation into changing its trading name to 'Upper Macquarie Weeds Authority', and that a report to be brought back to Council	See Item 6.1.5

Matters in Progress Update

State Prosecution Fund

The Central NSW Joint Organisation of Councils have the issue on their Agenda for their meeting 12th 13th October in Sydney. Day one includes a session with Opposition Members and day 2 with Ministers.

Manager Biosecurity Administration and the GM met with DPI's Senior *Compliance* Investigations Officer. It was of interest hearing the escalation process of enforcement matters included an independent legal panel to assess viability of proposed enforcement actions if directed by the Director General DPI. Our proposed State Prosecution Fund proposes the same process of an independent legal panel assessment prior to access to funds to support the action.

Strategic Operational Plan for meeting WAP targets

Update Oct 2022: The previous GM developed a system for work planning that aligned with his performance management goals for both Manager positions. The system included the Manager Biosecurity Operations assigning work plans to Authorised Officers. One of the primary objectives of this system of work plans was to ensure the County Council meet its obligations under the WAP Agreement. On review it appears the Work Plans system was developed but struggled to be implemented failing after year one 2020/2021.

It is recommended that this Matter in Progress be noted for review in February 2023 to ensure that individual workplans have been adopted within the council.

Strategic Roadside spraying rotation

The Manager Biosecurity Operations and the GM have spoken with the responsible officers in each constituent Council discussing the data of the programs 4-year history for each council. Each council operates under a General Biosecurity Duty for their road reserves. The data we have presented to each constituent council demonstrates that over 4 years some roads have not been treated and other roads have been treated on several occasions. It is being suggested to councils that creating preferably 3 or maybe 4 zones within each LGA and targeting all roads within a zone annually may be a better program. It is suggested that this will produce a better outcome than the current practice of targeting selected roads across all the LGA annually based on a risk assessment. The MOU that establishes the Roadside program is currently based on a risk assessment undertaken by UMCC Authorised Officers that is sent to the Council seeking their agreement on the selected roads. It must be noted that the roads selected annually and agreed on annually may not be treated due to the funding provided not covering the cost for all selected roads. The contractor work ceases when the funding is exhausted.

A discussion paper is being provided to each constituent council suggesting changing the program to ensure each council is meeting their general biosecurity duty. The suggested changes include breaking each LGA into 3 zones, requesting that this will incur an increase to existing council contributions (some minor and some significant as a %), and changing the MOU to support the zoning plus adding Risk assessments annually outside the zone being treated to identify any weeds requiring prevention or eradication in the region. When prevention or eradication weeds are identified on road reserves council will respond and recoup the response costs from the responsible council.

Compliance & Enforcement Intellectual Property

The General Managers of the 6 Weed County Councils in NSW have met, and it was agreed in principle that establishing a collaborative network is worth exploring further. A second meeting is scheduled for 9 November. UMCC Risk Rating Tool and the Register have significantly captured the attention of the County Councils.

Recommendation:

That Council notes the matters in progress and the matters in progress update.

ITEM 5: CHAIRMAN'S MINUTE

Nil

There are no Chairman's reports for this meeting.

ITEM 6: GOVERNANCE PROGRAM

6.1 Legislative compliance

6.1.1 Legislative Compliance Register

Recommendation:

Council notes the report.

Information:

Councils' legislative compliance register (document UMCC 2019-13) has been reviewed to identify reporting obligations.

Approved by:
General Manager
T.N. Johnston

6.1.2 Annual Report

Recommendation:

Council notes the report.

Information:

Annual reporting work has commenced, the report must be prepared in accordance with s428 Local Government Act. The Office of Local Government has issue Guidelines for the preparation of the report in circular 22-28 / 27 September 2022 / A832250.

Approved by:
General Manager
T.N. Johnston

6.1.3 Public Interest Disclosures

Recommendation:

Council notes the report.

Information:

Council has lodged a NIL report to the NSW Ombudsmen meeting their 6 monthly reporting obligations under the Public Interest Disclosure Act.

Approved by:
General Manager
T.N. Johnston

6.1.4 Annual Disclosures

Recommendation:

Council notes the report.

Information:

Members annual disclosures have been tabled at the 21st October 2022 ordinary meeting of council.

Approved by:
General Manager
T.N. Johnston

6.1.5 Registration of Business Name – “Upper Macquarie Weeds Authority”

Recommendation:

That Council

1. Proceed to register business name “Upper Macquarie Weeds Authority”.

Information:

In response to Member Cr. Reynolds Notice of Motion to the 12 August 2022 ordinary Council meeting, research has been conducted into the process for Council to “change it’s trading name” to Upper Macquarie Weeds Authority.

What has been learnt so far:

- All business names registrations are now managed by ASIC.
- “Trading names” were to be retired from 1 November 2018, but transitional arrangements have now been extended for a further five years to 31 October 2023. Since 28 May 2021 the Australian Business Register (ABR) stopped collecting or updating trading names.
- Entity (legal) name would remain the same – this is the name that appears on all official documents or legal papers – being “Upper Macquarie County Council”.
- A ‘business name’ is the name your business operates under. You need to register a business name if you conduct business under a name other than your own.
- Commonwealth, state and territory government bodies are not required to register their name or any name they trade under as a business name but may still wish to do so under some circumstances. Clarification has been sought from ASIC as to whether Council fits the “government bodies” description. The cost of registration has also been sought.

Although there may be a few minor technical issues Council may need to overcome, at this stage it seems that it is not impossible for Council to register a more descriptive business name.

Authored by:	Approved by:
Biosecurity Administration Manager	General Manager
Lisa Monardo	T.N. Johnston

6.2 Polices

6.2.1 Debt Management Policy

Recommendation:

Council accepts the changes to the Debt Management Policy and place on exhibition for 28 days. If after 28 days on exhibition no submissions have been made, consider the updated policy as adopted.

Information:

The Debt Management Policy provides a framework that Council will use to reduce the potential for Bad and Doubtful Debt, and how Bad and Doubtful Debt will be dealt with once it arises. Within the policy it describes a series of scenarios in which Council would require a deposit for providing an agreed service. However, it was observed by Council's auditors that it does not cover off on what happens when the deposit is taken however works were not undertaken during the agreed time period. Eg. Aerial spraying does not proceed. "Absence of such a policy and associated procedures can lead to disputes with clients and other external parties where there is not a shared understanding or formalised documentation in place." Intentus.

It is recommended that a small paragraph be inserted to cover off on such a scenario: (this paragraph is found in blue font in the attached Debt Management Policy)

"If works, or services are not provided by Council during the given agreed timeframe the customer may request a refund of the deposit by providing their bank account details or request to have it left in trust with Council for any future works or services agreed to be delivered by Council. At any point in time, the customer may request to have their monies to be refunded to them."

Further to this, a small change to the deposit amounts has also been added. This change will make it easier for the team in the field:

"Schedule 1

- For Established Customers or new customers:
50% deposit for work value up to \$20,000, 100% deposit for work portion over \$20,000
- For Unreliable Customers:
100% deposit in advance for any service
- For Excluded Customers:
NO Services will be provided"

Authored by:	Approved by:
Biosecurity Administration Manager	General Manager
Lisa Monardo	T.N. Johnston

6.3 Finance

6.3.1 Asset Change over

Recommendation:

Council notes the report.

Information:

Request for Quote letters have been delivered to local motor vehicle dealerships for the changeover of 4 Council fleet vehicles. The letters were delivered to selected dealers (Ford, Isuzu, VW, Toyota, Mazda and Mitsubishi) on 30th September 2022. This included 2 Lithgow dealerships. The trade-in vehicles are 3 Mitsubishi Triton and a Nissan Navara. Dealers were informed in the letters that these vehicles could be inspected from 12 midday to 2pm on Wednesday 12th and again Wednesday 19th October at 7 Lee Street KESLO. Request for quotes close 28th October 2022.

Authored by:	Approved by:
Biosecurity Administration Manager	General Manager
Lisa Monardo	T.N. Johnston

6.3.2 Quarterly budget review – First quarter

Recommendation:

Council notes the first quarterly budget review for financial year 2022/2023.

Information:

See attached First Quarter 2022/2023 Quarterly Budget Review for detail and review.

Please note that software is being sought to better conduct future QBR statements.

Authored by:	Approved by:
Biosecurity Administration Manager	General Manager
Lisa Monardo	T.N. Johnston

6.3.3 Investment report at 30 September 2022

Recommendation:

Council notes the report.

Information:

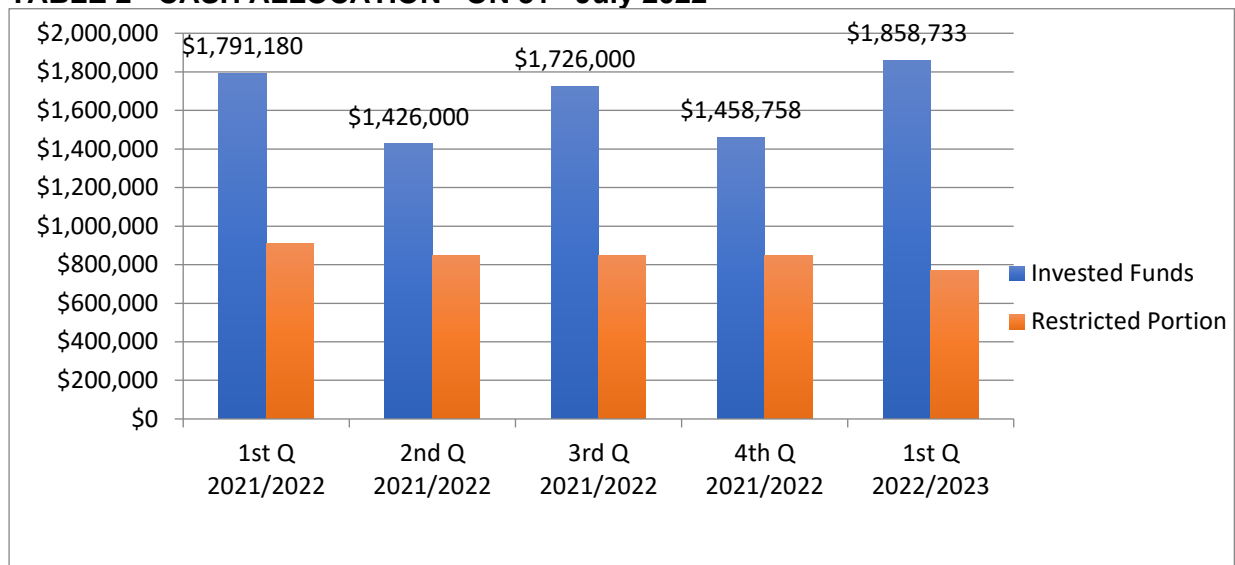
To comply Clause 212 of the Local Government (General) Regulation 2005 – setting out current details of all moneys that Council has invested under Section 625 of the Local Government Act (1993) (the Act).

INVESTMENT POSITION:

TABLE 1 - UMCC SCHEDULE of ACCOUNTS–30th September 2022

Westpac Business 31 Day Notice Cash Reserve Account & Overdraft Account			
Rate	Amount	Term	Due Date
1.75%	\$1,450,000	No set term	No due date
0.35%	\$ 100,402	Cash Reserve	N/A
0%	\$ 308,331	Overdraft - daily working account	
TOTAL	\$1,858,733	Balance on Reporting Date.	

TABLE 2 - CASH ALLOCATION– ON 31st July 2022



Authored by:	Approved by:
Biosecurity Administration Manager	General Manager
Lisa Monardo	T.N. Johnston

6.4 Human Resources

6.4.1 GM Performance Review

Recommendation:

Council notes the report.

Information:

The Chairman and Deputy have informed the General Manager that they will undertake the first performance review during December 2022 in accordance with s223 (i) of the Act.

Approved by:
General Manager
T.N. Johnston

6.4.2 Organisational Structure

Recommendation:

Council notes the report.

Information:

Council received a report at the August 2022 meeting advising that the legislative requirement for the review of the organisational structure will be addressed when the Quarterly Budget review is presented at the October meeting. This target will not be achieved, the organisational review that is required to be undertaken within the first 12 months of the new council being appointed will now be presented to the 18th November 2022 meeting.

Approved by:
General Manager
T.N. Johnston

ITEM 7 LANDHOLDER SUPPORT PROGRAM

7.1 Aerial spraying Program Autumn 2023

Recommendation:

That Council notes the report.

Information:

Council's current contract with Commercial Helicopters ends in June 2023. Tender papers have been developed; it is planned to call for Tender pre-Christmas closing Feb 2023. The work undertaken by council officers will not change i.e., mapping and on ground assistance with the program.

The autumn 2023 aerial spraying program is progressing with interested landowners. At present there are 10 landowner that have been mapped and have signed agreements. There are 36 landowner that are interested and are arranging mapping, more landowners are joining the interested list each week.

The aerial spraying program is planned to commence at the start of February 2023, weather permitting. Due to the unavailability of Flupropanate base herbicide, the program will be focusing on Blackberry. limited Serrated tussock work will be undertaken where landowner's have chemical on hand. Mapping for aerial spraying jobs is still being conducted for both Blackberry and Serrated tussock.

Authored by:	Approved by:
Biosecurity Operations Manager	General Manager
Chris Jackson	T.N. Johnston

ITEM 8 ROADSIDE SPRAYING PROGRAM

8.1 Roadside spraying

Recommendation:

That Council note the report.

Information:

The UMCC has undertaken meetings with each of the four-constituent councils. These meeting discussed the upcoming roadside spraying program for 2022-2023 and the proposed plain of moving to zone/area based rotation roadside spraying program.

A letter regarding this years 2022-2023 roadside spraying program has been sent to each of the four-constituent councils outlining the proposed list of roads for each council area for note and feedback if required from the councils.

A discussion paper has been sent to the four-constituent councils outlining the proposed changes in moving to a zone/area based rotation roadside spraying program for the 2023-2024 onwards roadside spraying programs, this will require minor changes to the current MOU between UMCC and the four-constituent councils.

Authored by:	Approved by:
Biosecurity Operations Manager	General Manager
Chris Jackson	T.N. Johnston

ITEM 9 BIOSECURITY COMPLIANCE

9.1 Biosecurity Compliance Inspections August and September 2022

Recommendation:

Council notes the report.

Information:

TOTAL: 479 Inspections conducted in the months of July, August & September 2022	181 of the 479 were high risk
	298 of the 479 were low risk
	213 of the 479 were Re-inspections
	266 of the 479 were First Inspections

213 of the 479 were Re-inspections	150 of the 213 were high risk
	63 of the 213 were low risk
266 of the 479 were Firest inspections	31 of the 266 were high risk
	235 of the 266 were low risk

90 days past	At 30th September 14 properties where beyond 90 days of their compliance date. Of these 3 properites are past 90 days at time of this report
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Authored by:	Approved by:
Biosecurity Operations Manager	General Manager
Chris Jackson	T.N. Johnston

9.2 Penalty Infringement Notices

Recommendation:

Council notes the report.

Information:

PIN's Issued	81
PIN's Withdrawn	20
PIN's Paid	35
PIN's Owing	26

Authored by:	Approved by:
Biosecurity Operations Manager	General Manager
Chris Jackson	T.N. Johnston

ITEM 10. OTHER MATTERS

10.1 County Council meeting schedule

Recommendation:

Council adopts the proposed meeting schedule.

Position:

The proposed Upper Macquarie County Council meeting schedule for the calendar year 2022 is provided below:

Date:	Time	Meeting & Location:
21 st October 2022	2.00pm	Ordinary Council Meeting (Blayney)
18 th November 2022	2.00pm	Ordinary Council Meeting (Lithgow)
16 th December 2022	2.00pm	Ordinary Council Meeting

The Meeting Schedule may be amended by resolution of the Council from time to time and Extraordinarily Council Meetings may be held in addition to the Schedule set out.

All of the council meeting dates, venues and public access issues are subject to availability as well as prevailing COVID-19 related Public Health Order terms and conditions. The schedule may be amended at any time by Council resolution.

Authored by:	Approved by:
Biosecurity Administration Manager	General Manager
Lisa Monardo	T.N. Johnston

ITEM 11. NOTICES OF MOTION OR RESCISSION

NIL Notices of Motions or Rescissions.

CONFIDENTIAL REPORTS

* **MOTION:**

- A. Council note that in accordance with Section 9(2A) of the Local Government Act (1993) the General Manager is of the opinion that business on the agenda designated 'confidential' and listed in the following **Table 1** is of a kind referred to in Section 10A(2) of the Act and should be dealt with in a part of the meeting closed to the media and public. AND FURTHER in accordance with Section 10B(1) of the Act it is considered that discussion of the business in open meeting would on balance be contrary to the public interest.
- B. Council resolve into closed Confidential Committee of the Whole Council to consider business identified as confidential, together with any confidential late reports tabled at the meeting.
- C. Pursuant to section 10A(1)&(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) of the Act.
- D. Correspondence and reports relevant to the subject business be withheld from access.
- E. In accordance with Section 10A(4) members of the public are invited to make representations to the Council as to whether the matters should or should not be dealt with in Confidential Committee of the Whole Council.

Table 1

REPORT SUBJECT	REASON FOR CONFIDENTIALITY [SECTION OF THE ACT]
12 Prosecution cases	Section 10A (2)(e) information that would if disclosed prejudice the maintenance of law (inc Privacy and Personal Information Act)
13 Consultation with Central Tablelands LLS Region Councils	Section 10A(2)(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
14 Weed Biosecurity Property inspections for June 2022	Section 10A (2)(e) information that would if disclosed prejudice the maintenance of law (inc Privacy and Personal Information Act)

1. RESOLVE INTO OPEN COUNCIL

* **MOTION:**

That Council moves into the open session of the Council Meeting.

2. REPORT OF THE COMMITTEE OF THE WHOLE COUNCIL

* **MOTION:**

That the Recommendations of the Committee of the Whole Council be adopted.

UPPER MACQUARIE COUNTY COUNCIL

1st QUARTERLY BUDGET REVIEW STATEMENT

For the Period 1st July 2022 to 30th September 2022.

This report has been prepared in accordance with the requirements of Clause 203 of the NSW Local Government (General) Regulation (2005)

UPPER MACQUARIE COUNTY COUNCIL

EXECUTIVE SUMMARY

The Upper Macquarie County Council Quarterly Budget Review Statement (QBRS) is prepared on a consolidated accrual basis to reflect the four program areas that combined make up the single purpose 'weed biosecurity' nature of the business.

The QBRS presents a progressive summary of council's financial position at the end of each quarter. It is the mechanism whereby Council Members and the community are informed of council's progress against the annual operational plan (original budget) and the last revised budget along with recommended changes and reasons for major variances.

Overall, the budget position year to date and projections to year-end are satisfactory at this stage with no unresolvable impacts on cash and investments or implementation expected on the Councils core functions associated with the operational plan.

"As General Manager and the Responsible Accounting Officer for Upper Macquarie County Council it is my opinion that the 1st Quarterly Budget Review Statement for Upper Macquarie County Council for the quarter ended 30/09/2022 indicates that Council's projected financial position at 30/06/2023 will see a near break even end, having regard to the projected estimates of income and expenditure, the adjustments proposed, and the original budgeted income and expenditure."

Signed:

Date: 30 September 2022

Tim Johnston
General Manager
Responsible Accounting Officer,
Upper Macquarie County Council

UPPER MACQUARIE COUNTY COUNCIL

Table 1

Upper Macquarie County Council 2021/2022 Financial Year							
Quarterly Budget Review Statement [Consolidated Program Basis]							
INCOME & EXPENSES							
Income & Expenses	Original		Adjustments	Position		Revised	Actual
	Original	Revised	Recommended	Projected	Variation	YTD	YTD
Income:	Budget (\$)	Budget (\$)	For Council (\$)	End Year (\$)	End Year (\$)	Budget (\$)	Accrual (\$)
<i>Landholder Support Program</i>	\$353,000.00			\$353,000.00		\$88,250.00	\$6,946.36
<i>Roadsides Weed Control Program</i>	\$157,823.70			\$157,823.70		\$39,455.93	\$135,323.70
<i>Weed Biosecurity Compliance Program</i>	\$972,480.43			\$972,480.43		\$243,120.11	\$640,109.44
<i>Business Management Program</i>	\$72,500.00			\$72,500.00		\$18,125.00	\$19,172.38
Total Income from Continuing Operations	\$1,555,804.13	\$0.00	\$0.00	\$1,555,804.13	\$0.00	\$388,951.03	\$801,551.88
Expenses:							
<i>Landholder Support Program</i>	\$250,000.00			\$250,000.00		\$62,500.00	\$12,852.05
<i>Roadsides Weed Control Program</i>	\$107,823.70			\$107,823.70		\$26,955.93	\$0.00
<i>Weed Biosecurity Compliance Program</i>	\$914,908.50			\$914,908.50		\$228,727.13	\$189,966.82
<i>Business Management Program</i>	\$282,195.55			\$282,195.55		\$70,548.89	\$101,081.59
				-			
Total Expenses from Continuing Operations	\$1,554,927.75	\$0.00	\$0.00	\$1,554,927.75		\$388,731.94	\$303,900.46
Net Operating Result from Continuing Operations	\$876.38	\$0.00	\$0.00	\$876.38		\$219.10	\$497,651.42

UPPER MACQUARIE COUNTY COUNCIL

Upper Macquarie County Council
2021/2022 Financial Year

Quarterly Budget Review Statement [Consolidated Program Basis]

INCOME & EXPENSES

Income & Expenses	Original	Adjustments	Position		Revised	Actual
	Original	Recommended	Projected	Variation	YTD	YTD
Income:	Budget (\$)	For Council (\$)	End Year (\$)	End Year (\$)	Budget (\$)	Accrual (\$)
Landholder Support Program						
Chemical Sales	\$23,000.00		\$23,000.00		\$5,750.00	\$6,946.36
Aerial Spraying Works	\$330,000.00		\$330,000.00		\$82,500.00	\$0.00
Total	\$353,000.00	\$0.00	\$353,000.00	\$0.00	\$88,250.00	\$6,946.36
Roadside Spraying Program						
Bathurst Roadside	\$60,443.23		\$60,443.23		\$15,110.81	\$60,443.22
Lithgow Roadside	\$27,670.00		\$27,670.00		\$6,917.50	\$27,670.00
Oberon Roadside	\$27,848.23		\$27,848.23		\$6,962.06	\$27,848.22
Blayney Roadside	\$19,362.25		\$19,362.25		\$4,840.56	\$19,362.26
Crown Land - Agency Work	\$2,500.00		\$2,500.00		\$625.00	\$0.00
Forestry - Agency Work	\$20,000.00		\$20,000.00		\$5,000.00	\$0.00
Total	\$157,823.70	\$0.00	\$157,823.70	\$0.00	\$39,455.93	\$135,323.70
Weed Biosecurity Risk Management Program						
Government Grants	\$332,371.00		\$332,371.00		\$83,092.75	\$0.00
Bathurst Operating	\$246,033.83		\$246,033.83		\$61,508.46	\$246,033.83
Lithgow Operating	\$201,905.53		\$201,905.53		\$50,476.38	\$201,905.53
Oberon Operating	\$113,357.83		\$113,357.83		\$28,339.46	\$113,357.83
Blayney Operating	\$78,812.25		\$78,812.25		\$19,703.06	\$78,812.25
Total	\$972,480.43	\$0.00	\$972,480.43	\$0.00	\$243,120.11	\$640,109.44
Business Management Program						

UPPER MACQUARIE COUNTY COUNCIL

Enforcement Fines & Costs	\$7,000.00		\$7,000.00		\$1,750.00	\$9,000.00
Interest on Investments - Bank	\$7,500.00		\$7,500.00		\$1,875.00	\$6,767.38
Certificates - Adverse	\$4,000.00		\$4,000.00		\$1,000.00	\$1,200.00
Gen. Admin. - Sundry Income	\$5,000.00		\$5,000.00		\$1,250.00	\$0.00
Motor Vehicle - Sundry	\$5,000.00		\$5,000.00		\$1,250.00	\$2,205.00
Profit on Sale of Assets	\$44,000.00		\$44,000.00		\$11,000.00	\$0.00
Total	\$72,500.00	\$0.00	\$72,500.00	\$0.00	\$18,125.00	\$19,172.38
Total Income	\$1,555,804.13	\$0.00	\$1,555,804.13	\$0.00	\$388,951.03	\$801,551.88
Expenses						
Landholder Support Program						
Sale of Chemicals	\$20,000.00		\$20,000.00		\$5,000.00	\$6,184.58
Private Aerial Spraying & Chemical	\$230,000.00		\$230,000.00		\$57,500.00	\$6,667.47
	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$62,500.00	\$12,852.05
Roadside Spraying Program						
Roadside spraying BX Contractors	\$38,110.39		\$38,110.39		\$9,527.60	\$0.00
Roadside spraying BLA Contractors	\$12,208.20		\$12,208.20		\$3,052.05	\$0.00
Roadside spraying LX Contractors	\$17,446.37		\$17,446.37		\$4,361.59	\$0.00
Roadside spraying OB Contractors	\$17,558.74		\$17,558.74		\$4,389.69	\$0.00
Contractors - Crown Land	\$2,500.00		\$2,500.00		\$625.00	\$0.00
Contractors - Forestry	\$20,000.00		\$20,000.00		\$5,000.00	\$0.00
	\$107,823.70	\$0.00	\$107,823.70	\$0.00	\$26,955.93	\$0.00
Weed Biosecurity Risk Management Program						
Management Salaries BAO	\$83,500.00		\$83,500.00		\$20,875.00	\$22,070.30
Management Superannuation BAO	\$8,767.50		\$8,767.50		\$2,191.88	\$0.00
Community Consultation	\$1,000.00		\$1,000.00		\$250.00	\$2,230.17
Remote Work Safety	\$2,800.00		\$2,800.00		\$700.00	\$1,029.46
WHS Equipment	\$5,000.00		\$5,000.00		\$1,250.00	\$0.00

UPPER MACQUARIE COUNTY COUNCIL

Staff - Training	\$15,000.00		\$15,000.00		\$3,750.00	\$1,095.27
Staff Uniforms	\$2,500.00		\$2,500.00		\$625.00	\$0.00
Law Costs and Prosecution	\$84,000.00		\$84,000.00		\$21,000.00	\$262.60
Biosecurity Superannuation	\$50,400.00		\$50,400.00		\$12,600.00	\$10,564.63
WBO Salaries	\$480,000.00		\$480,000.00		\$120,000.00	\$91,901.33
Plant Running Expenses	\$43,941.00		\$43,941.00		\$10,985.25	\$23,980.57
Depreciation	\$60,000.00		\$60,000.00		\$15,000.00	\$15,000.00
Office Rental	\$12,000.00		\$12,000.00		\$3,000.00	\$5,129.32
Printing and Stationery	\$2,000.00		\$2,000.00		\$500.00	\$1,230.42
Contract IT Support	\$37,000.00		\$37,000.00		\$9,250.00	\$12,260.12
ICT Support Services	\$10,000.00		\$10,000.00		\$2,500.00	\$690.00
Office Equipment Maintenance	\$2,000.00		\$2,000.00		\$500.00	\$0.00
Postages and Notices	\$2,000.00		\$2,000.00		\$500.00	\$616.22
Telephone Plans	\$8,000.00		\$8,000.00		\$2,000.00	\$1,876.61
Sundry Expenses	\$5,000.00		\$5,000.00		\$1,250.00	\$29.80
	\$914,908.50	\$0.00	\$914,908.50	\$0.00	\$228,727.13	\$189,966.82
Business Management Program						
Chairman's Allowance	\$7,929.00		\$7,929.00		\$1,982.25	\$1,955.25
Members' Fees	\$32,000.00		\$32,000.00		\$8,000.00	\$8,160.00
Members Travelling	\$4,000.00		\$4,000.00		\$1,000.00	\$1,309.20
Members Superannuation	\$4,192.55		\$4,192.55		\$1,048.14	\$214.20
Members Subsistence	\$3,000.00		\$3,000.00		\$750.00	\$218.15
Delegates' expenses	\$0.00		\$0.00		\$0.00	\$1,306.36
Management Salaries GM	\$102,000.00		\$102,000.00		\$25,500.00	\$28,692.25
Management Superannuation GM	\$10,710.00		\$10,710.00		\$2,677.50	\$5,330.06
Legal Expenses	\$5,000.00		\$5,000.00		\$1,250.00	\$0.00
External Audit Fees	\$18,500.00		\$18,500.00		\$4,625.00	\$0.00
Accounting Fees	\$11,000.00		\$11,000.00		\$2,750.00	\$1,352.52
Internal Audit	\$15,000.00		\$15,000.00		\$3,750.00	\$1,378.96
Bank Charges	\$2,000.00		\$2,000.00		\$500.00	\$281.74
LGNSW Subscription - JO Membership	\$4,000.00		\$4,000.00		\$1,000.00	\$3,979.00

UPPER MACQUARIE COUNTY COUNCIL

Insur. - Members' Accident	\$1,917.00		\$1,917.00		\$479.25	\$1,244.88
Insur. - Crime	\$745.00		\$745.00		\$186.25	\$1,965.88
Insur. - Profession. Indemnity	\$27,308.00		\$27,308.00		\$6,827.00	\$27,667.53
Insur. - Councillors & Officer	\$13,534.00		\$13,534.00		\$3,383.50	\$13,088.17
Workers Comp. - Employees	\$19,360.00		\$19,360.00		\$4,840.00	\$2,937.44
	\$282,195.55	\$0.00	\$282,195.55	\$0.00	\$70,548.89	\$101,081.59
Total Expenditure	\$1,554,927.75	\$0.00	\$1,554,927.75	\$0.00	\$388,731.94	\$303,900.46

Net Operating Result from Continuing Operations	\$876.38	\$0.00	\$876.38	\$0.00	\$219.09	\$497,651.42
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Notes:

"Original" budget +/- Approved Changes in previous quarters = "Revised" budget. "Revised" budget +/- recommended changes to Council this quarter = "Projected" budget. "Actual YTD" = Actual net financial position on accrual basis year to date. The UMCC reference trigger point indicating a 'significant variation' for budget reporting purposes has been set at the lower value of 1% of gross budgeted revenue or \$16,000 per consolidated program item – at which point a formal explanation and where applicable a budget remedy is required.

End of Year Position

Council is still expected to reach a break even result by the end of the 2022/2023 Financial Year

Explanation

Key Points:

Income:

- All roadside spraying funds have been received
- All Council contributions have been received
- WAP Funding has not yet been received
- 4 Fleet vehicles are in the process of being changed over, however the old vehicles have not yet been sold/traded in.

Expenses:

- Roadside spraying has not yet begun
- Council staff have attended more public events
- Plant running has increased significantly as the vehicles due to be changed over are increasing in cost to maintain.
- Member delegates expenses have increased as a result of the Members attending more public events on behalf of Council which was unexpected.

Remedy

- Trade in vehicles and purchase of new vehicles – this is already underway
- Roadside spraying will soon commence
- Council has been advised that WAP funding is on its way

UPPER MACQUARIE COUNTY COUNCIL
TABLE 2

Upper Macquarie County Council 2022/2023 Financial Year						
Quarterly Budget Review Statement						
CASH & INVESTMENTS						
2022.2023 Financial Year	Original	Adjustments	End Position		Actual YTD	
	Original	Revised	Recommended	Projected	Variation	Actual Cash at Bank @ 30/09/2022
Unrestricted	Budget (\$)	Budget (\$)	For Council (\$)	End Year (\$)	End Year (\$)	NOW (\$)
Operating Funds	\$ 688,758.00	\$ -		\$ -	\$ -	930,734
Total Un-restricted	\$ 688,758.00	\$ -		\$ -	\$ -	930,734
Externally Restricted						
Special Purpose Grants (LLS)	\$ 44,000.00	\$ -		\$ -	\$ -	\$ 44,000.00
Total Externally Restricted	\$ 44,000.00	\$ -		\$ -	\$ -	\$ 44,000.00
Internally Restricted						
Employee Leave Entitlements Fund	\$ 150,000.00	\$ -		\$ 150,000.00	\$ -	\$ 150,000.00
Plant & Vehicle Replacement Fund	\$ 9,000.00	\$ -		\$ 9,000.00	\$ -	\$ 153,000.00
Infrastructure & Technology Replacement Fund	\$ 86,000.00	\$ -		\$ 86,000.00	\$ -	\$ 100,000.00
Weed Biosecurity Response Fund	\$ 50,000.00	\$ -		\$ 50,000.00	\$ -	\$ 50,000.00
Business Viability Fund	\$ 400,000.00	\$ -		\$ 400,000.00	\$ -	\$ 400,000.00
Biosecurity Enforcement Fund	\$ 31,000.00	\$ -	\$ 10,000.00	\$ 41,000.00	\$ 10,000.00	\$ 31,000.00
Total Internally Restricted	\$ 726,000.00	\$ -	\$ 10,000.00	\$ 736,000.00		\$ 884,000.00
Total Cash & Investments	\$ 1,458,758.00	\$ -	\$ 10,000.00	\$ 736,000.00		\$1,858,734.00

UPPER MACQUARIE COUNTY COUNCIL

Table 2

Notes:

"Original" budget +/- Approved Changes in previous quarters = "Revised" budget.

"Revised" budget +/- recommended changes to Council this quarter = "Projected" budget.

"Available Cash" = Unrestricted and Internally Restricted only.

End of Year Position

Will reach close to budget.

Explanation

The committed cash from plant reserves and IT is planned to be expanded by end of 2022/2023 financial year.

Remedy

UPPER MACQUARIE COUNTY COUNCIL
TABLE 3

Upper Macquarie County Council 2022/2023 Financial Year

Quarterly Budget Review Statement [Consolidated Program Basis]

Capital Budget

		Original		Adjustments	Position		Revised	Actual
		Original	Revised	Recommended	Projected	Variation	YTD	YTD
Capital number	Capital description	Budget (\$)	Budget (\$)	For Council (\$)	End Year (\$)	End Year (\$)	Budget (\$)	Accrual (\$)
1	Tray top utility Triton	\$36,000.00			\$36,000.00		\$36,000.00	\$0.00
2	Tray top utility Triton	\$36,000.00			\$36,000.00		\$36,000.00	\$0.00
3	Tray top utility Triton	\$36,000.00			\$36,000.00		\$36,000.00	\$0.00
4	Tray top utility Ranger	\$0.00			\$0.00		\$0.00	\$0.00
5	Tray top utility Ranger	\$0.00			\$0.00		\$0.00	\$0.00
6	Tray top utility Ranger	\$0.00			\$0.00		\$0.00	\$0.00
7	Tray top utility Nissan	\$36,000.00			\$36,000.00		\$36,000.00	\$0.00
8	Quick spray Units (Large)	\$20,000.00			\$20,000.00		\$20,000.00	\$0.00
9	Quick spray Units (Medium)	\$0.00			\$0.00		\$0.00	\$0.00
10	Quick spray Units (small)	\$1,000.00			\$1,000.00		\$1,000.00	\$0.00
11	Drones Fleet	\$4,000.00			\$4,000.00		\$4,000.00	\$0.00
12	Office Furniture	\$5,000.00			\$5,000.00		\$5,000.00	\$1,454.00
13	Web Page	\$10,000.00			\$10,000.00		\$10,000.00	\$0.00
14	Technology & Equipment	\$14,000.00			\$14,000.00		\$14,000.00	\$0.00
Total Purchases	[NET COST BASIS]	\$198,000.00			\$198,000.00		\$198,000.00	\$1,454.00

UPPER MACQUARIE COUNTY COUNCIL
TABLE 4

Upper Macquarie County Council						
CONTRACTS & OTHER EXPENSES			1 st Quarter – 1 st July 2022 to 30 th September 2022			
Contracts Listing	2022.2023 Financial Year					
Contractor	Contract Details	Contract Purpose	Contract Value	Contract Commenced	Duration of Contract	Funding in Budget
Gregaldon Pastoral	To form part of a panel to be selected from to perform roadside spraying	Roadside spraying panel	Part thereof \$157,940	15/11/2021	3 years	Part thereof \$157,940
MJC Contracting	To form part of a panel to be selected from to perform roadside spraying	Roadside spraying panel	Part thereof \$157,940	15/11/2021	3 years	Part thereof \$157,940
Dean Grabham	To form part of a panel to be selected from to perform roadside spraying	Roadside spraying panel	Part thereof \$157,940	15/11/2021	3 years	Part thereof \$157,940
Brett Howarth	To form part of a panel to be selected from to perform roadside spraying	Roadside spraying panel	Part thereof \$157,940	15/11/2021	3 years	Part thereof \$157,940

Note 1: The minimum reporting level is for contracts of 1% of estimated income from continuing operations or \$50K which ever is less.

Note 2: Contracts listed are only those entered into during the quarter and not yet fully performed.

Note 3: If contracts were not included in the budget then that matter will be explained herein.

CONSULTANTS & LEGAL EXPENSES						
CONSULTANCY & LEGAL EXPENSES SUMMARY			2 nd Quarter – 1 st July 2021 to 31 st December 2021			
Consultancy & Legal Expenses Summary	2021.2022 Financial Year					
Expense	Number of Engagements		Expenditure YTD			Funding in Budget
Consultancies	NIL		N/A			N/A
Legal Fees	1		\$ 1,200			\$4,000

Note 1: Consultancies and Legal Cost are aggregate not specific.

Note 2: Expenditure is based on Year to Date not per quarter.

Budget Review Key Performance Indicators Statement

The key performance measures relevant to this statement include those set out in each annual external audit report within the context of year-to-date progress.

1. FINANCIAL FLEXIBILITY

The 'Operating Performance Ratio' This quarter-by-quarter measure reveals how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by the Office of Local Government (OLG) is greater than 0% i.e. **>0.00%**. [*How much revenue exceeds expenditure*]

- The County Council YTD position at 30 September 2022 was **ACTUAL = 62%**

2. SUSTAINABILITY

The Budget Fixed Expense Cover Ratio. This annual ratio indicates the expected stability of the annual operating budget in terms of being able to cover all fixed expenses for the year with income from certain income sources during the same period. The benchmark set by UMCC is greater than 100% coverage (or >0)%.

- The County Council original budget position for 2021/ 2022 was **ACTUAL 100%**

Note 1: *The quarterly performance results are based on an accrual based quarterly budget allocation.*

Note 2: *When all of these measures are at or better than the benchmark this should give an indication of Council's sound current financial position and long term financial sustainability.*

Note 3: *Council has few assets and no borrowing debt – hence debt servicing and asset renewal/ capital works measures are not appropriate.*