

16 February 2023

Members of the County Council

Notice of ordinary Meeting of Upper Macquarie County Council 23 February 2023

I advise an ordinary Meeting of the Upper Macquarie County Council will be held at the 7 Lee Street, Kelso chambers on 23 February 2024 beginning at 2.00pm

The Business Papers are attached for your reference.

Your attendance at the meeting is respectfully requested.

Yours sincerely

Timothy Johnston
General Manager



CENTRAL TABLELANDS
WEEDS
AUTHORITY

(Legal Entity Upper Macquarie County Council)

Ordinary Council Meeting
23 February 2024
7 Lee Street Kelso

Central Tablelands Weeds Authority

The Local Control Authority for weed biosecurity in the local government areas of Bathurst Regional Council, Blayney Shire Council, Oberon Council and Lithgow City Council.

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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.

Recording of meeting

Members and the public are advised that the proceedings of this meeting (other than any confidential matters) will be recorded and made publicly available on the Council Website and persons attending the meeting should refrain from making any defamatory statements.

ITEM 1: APOLOGIES

Recommendation is moved by:	
Mover:	Seconder:

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."

CHAIRPERSON AND DEPUTY CHAIRPERSON ELECTION

The Chairman will now step down, and the General Manager, Tim Johnston will now Chair the meeting to facilitate the election of a Chairperson and Deputy Chairperson.

Recommendation:

That Council:

1. Note the report in relation to the Election of Chairperson and Deputy Chairperson
2. Nominate the method for the election of the positions of Chairperson and Deputy Chairperson (i.e. either by preferential ballot, by ordinary ballot or by open voting)
3. Note that for the purposes of the election that the General Manager shall be the Returning Officer
4. Now hold elections for the positions of Chairperson and Deputy Chairperson

Information:

Chairman, Member Councillor Andrew McKibbin was elected Chairperson at the Ordinary Council Meeting of 11 February 2022. The Local Government Act 1993 s.391(2) stipulates that the Chairperson of a County Council holds office for 2 years and becomes vacant (i) when the person's successor is declared to be elected to the office. Schedule 8 of the Local Government (General) Regulations 2021 describes Election of chairpersons of county councils (Section 395) An election for chairperson of a county council is to be held at the first meeting of the county council after—(b) the term of the chairperson of the county council has ended.

The role of the chairperson of a county council is described in s.391A of the Local Government Act 1993:

“The role of the chairperson of a county council is—

- (a) to preside at meetings of the county council, and
- (b) to exercise such other functions of the county council as the county council determines.”

4 Nomination

- (1) A member of a county council may be nominated without notice for election as chairperson of the county council.
- (2) The nomination is to be made in writing by 2 or more members of the county council (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the county council meeting at which the election is to be held.

5 Election

- (1) If only one member of the county council is nominated, that member is elected.
- (2) If more than one member is nominated, the county council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the county council meeting at which the county council resolves on the method of voting.
- (4) In this section—
ballot has its normal meaning of secret ballot.
open voting means voting by a show of hands or similar means.

[Local Government \(General\) Regulation 2021 - NSW Legislation](#)

ITEM 3. CONFIRMATION OF MINUTES OF ORDINARY MEETING 24 NOVEMBER 2023

Recommendation is moved by:	
Mover:	Seconded:

Recommendation:

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

Ordinary Meeting of the Upper Macquarie County Council held at 7 Lee Street, Kelso at 2.00pm on 24 November 2023

Information:

Acknowledgement of Country

Recording of Meeting

ATTENDANCE

The Council Members were present:

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

The following Council staff attended:

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

1: Apologies

Mover: Member Cr. Lesslie

Seconded: Member Cr. Reynolds

Council accepts the apology from Member Cr. Andrew Smith.

Resolved in the affirmative.

2: Disclosures of interest and Statement of Ethical Obligations

Members were reminded of their ethical obligations and nil disclosures were made.

3.1: Confirmation of minutes of Ordinary Council Meeting

Mover: Member Cr. Watt

Seconded: Member Cr. Lesslie

Council adopted the minutes of the ordinary Council meeting of 11 August 2023.

Resolved in the affirmative.

3.2: Confirmation of minutes of Extraordinary Meeting 15 September 2023

Mover: Member Cr. O'Connor

Seconded: Member Cr. Lesslie

Council adopted the minutes of the Extraordinary Council meeting of 15 September 2023.

Resolved in the affirmative.

4: Matters in Progress Update

Mover: Member Cr. Reynolds

Seconder: Member Cr. O'Connor

The matter of "Strategic Roadside spraying Rotation" is now closed.

Resolved in the affirmative.

5: Chairman's (Member Cr. Andrew McKibbin) Minute – Annual Report

Seconder: Member Cr. Watt

1. The draft annual report will be circulated amongst Members via email for each member to provide comment/approval.
2. Subject to approval the annual report is to be submitted to OLG and posted on Council's website.

Resolved in the affirmative.

6.1.1 Disclosures by Councillors and designated persons return

Mover: Member Cr. Reynolds

Seconder: Member Cr. Fry

Council noted all required disclosure returns had been tabled.

Resolved in the affirmative.

6.1.2 ARIC Minutes

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council

1. Noted the minutes of the ARIC from 16 February 2023.
2. Request the ARIC chairperson to forward approved minutes to the General Manager so that they may be presented in the next available business paper.

Resolved in the affirmative.

6.2.1 Quarterly Budget Review Statement – 1st Quarter

Mover: Member Cr. Reynolds

Seconder: Member Cr. O'Connor

Council adopted the recommended changes detailed within the QBRS.

Resolved in the affirmative.

6.2.2 Investment Report August 2023

Mover: Member Cr. O'Connor

Seconder: Member Cr. Ewin

Council noted the report.

Resolved in the affirmative.

6.2.3 Investment Report September 2023

Mover: Member Cr. O'Connor

Seconder: Member Cr. Reynolds

Council noted the report.

Resolved in the affirmative.

6.2.4 Investment Report October 2023

Mover: Member Cr. O'Connor

Seconder: Member Cr. Reynolds

Council noted the report.

Resolved in the affirmative.

6.3.1 Work Health and Safety

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council noted the report.

Resolved in the affirmative.

7.1 Aerial Spraying Program Autumn 2024

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council noted the update report on the upcoming Autumn 2024 Aerial Spraying Program.

Resolved in the affirmative.

8.1 Roadside Spraying 2023/2024

Mover: Member Cr. O'Connor

Seconder: Member Cr. Fry

Council noted report.

Resolved in the affirmative.

9.1 Biosecurity Compliance inspections June & July 2023

Mover: Member Cr. O'Connor

Seconder: Member Cr. Watt

Council noted the report.

Resolved in the affirmative.

9.2 Penalty Infringement Notices

Mover: Member Cr. O'Connor

Seconder: Member Cr. Ewin

Council noted the report.

Resolved in the affirmative.

9.3 Mexican Feather Grass

Mover: Member Cr. Watt

Seconder: Member Cr. O'Connor

Council

1. Noted the report.

2. Papers circulated for information only by Clr Watt on heliotrope and St Johns Wort.

Resolved in the affirmative.

9.4 Central Tablelands Regional Weed Committee – Minutes 16 August 2023

Mover: Member Cr. Reynolds

Seconder: Member Cr. O'Connor

Council noted the report.

Resolved in the affirmative.

10.1 County Council meeting schedule

Mover: Member Cr. Reynolds

Seconder: Member Cr. Watt

Council adopted the following dates for the upcoming meeting schedule

Date:	Time	Meeting & Location:
23 rd February 2024	2.00pm	Ordinary Council Meeting
12 th April 2024	12.00pm	Workshop
10 th May 2024	2.00pm	Ordinary Council Meeting
21 st June 2024	2.00pm	Ordinary Council Meeting
9 th August 2024	2.00pm	Ordinary Council Meeting
15 th November 2024	2.00pm	Ordinary Council Meeting
13 th December 2024	12.00pm	Workshop

Resolved in the affirmative.

10.2 County Council Christmas Closure

Mover: Member Cr. O'Connor

Seconder: Member Cr. Fry

Council adopted the proposed Council closure dates of Friday 4.00pm 22nd December 2023 and reopen Monday 8.00am 8th January 2024.

Resolved in the affirmative.

10.3 Serrated Tussock Workshop

Mover: Member Cr. Reynolds

Seconder: Member Cr. Fry

Council noted the report.

Resolved in the affirmative.

10.4 Weeds County Councils meeting – Bathurst 26th October 2023

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council noted the report.

Resolved in the affirmative.

10.5 Correspondence

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council

1. noted the correspondence received from Minister Moriarty dated 11 October 2023 in response to Council's motion at the LG NSW 2022.
2. Will draft a response and circulate it amongst members

Resolved in the affirmative.

11. Notices of Motion or Rescission

Nil

Closed Committee of the whole

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council resolved into Closed Committee of the whole.

Resolved in the affirmative.

Re -Open Committee of the whole

Mover: Member Cr. Watt

Seconder: Member Cr. Reynolds
Council resolved to move from closed committee of the whole back into open committee.
Resolved in the affirmative.

12. Confidential Matters in Progress

Mover: Member Cr. Reynolds
Seconder: Member Cr. O'Connor
Council noted that both items "Developing Regional Guidelines" and "Compliance and Enforcement Intellectual Property Agreement and IP Licence" are now closed.
Resolved in the affirmative.

13. Forcibly Undertake Control Works

Mover: Member Cr. Fry
Seconder: Member Cr. Watt
Council authorised forcible control work on the property stated within the report.
Resolved in the affirmative.

14. Take Court Proceedings to Enforce Direction

Mover: Member Cr. Reynolds
Seconder: Member Cr. Lesslie
Council authorises the commencement of Court proceedings to enforce the biosecurity direction subject of the report.
Resolved in the affirmative.

15. Prosecution Case Update

Mover: Member Cr. Reynolds
Seconder: Member Cr. Watt
Council noted the report.
Resolved in the affirmative.

16. Property Inspection – August, September and October 2023

Mover: Member Cr. Fry
Seconder: Member Cr. O'Connor
Council noted the report.
Resolved in the affirmative.

The Council meeting was closed at 4.20pm.

ITEM 4: MATTERS IN PROGRESS

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

Council

SUBJECT	RESOLUTION No. & DATE	RESOLUTION	DESCRIPTION	ACTION
Forestry and Roadside spraying	Item 8 24 November 2023	To build Forestry into the Strategic roadside spraying rotational program (3 year)		

NSW Forestry roadside spraying

NSW Forestry is now in their fourth year of the annual roadside spraying program with CTWA, joining the program in 2020-2021. With CTWA moving the roadside spraying program to the new 3-year rotation platform, NSW Forestry indicated that they are planning to follow and match the four constituent councils sectors.

The agreement with NSW Forestry is that when CTWA is spraying a roadside within a constituent council area with forestry roadside frontage, CTWA will also spray this section back to the tree line and invoice NSW Forestry for this work. This agreement is both beneficial for CTWA, the Constituent Council and NSW Forestry in both time management and costs allowing the whole roadside is treated.

CTWA has been in discussions with NSW Forestry regarding mapping information and funding. CTWA has received a report back from NSW Forestry that they are still working on the mapping information. The mapping information involves identifying which roads within a council sector have forestry frontage and the km's of each road. The availability of funding for this year's program (2023-2024) is \$20,000 with a plan to increase the available funding to \$25,000 in next year program (2024-2025).

ITEM 5: CHAIRMAN'S MINUTE - NIL

ITEM 6: GOVERNANCE PROGRAM

6.1 Legislative Compliance

6.1.1 Delivery Program Half Yearly Report 2023/2024

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

Council notes half yearly report on the Delivery Program.

Information:

A 6 monthly progress report on Council's Delivery Program must be submitted to Council. The purpose of the report is to enable councillors to understand how council is tracking in the context of the commitment it has made to the community through the Delivery Program.

There is no prescribed layout by Office of Local Government however for ease of reading it has been prepared in a similar format as the Delivery Program/Operational Plan. Key statistics have also been included to help track against the previous comparable period in terms of its core authoritative purpose.

The Delivery Program is attached.

6.2 Policies

6.2.1 Public Interest Disclosure Policy

Recommendation:

That Council:

1. receive the report by the General Manager on the Policy Review of the Public Interest Disclosures Policy; and
2. rescind the PID Policy UMCC_2018/06 10th July 2018
3. adopt the new Public Interest Disclosures Policy UMCC 2024/? 23rd February 2024

Background

The Public Interest Disclosures Policy has been reviewed in preparation for and in accordance with the Public Interest Disclosures Act 2022 (PID Act) which came into effect on 1st October 2023 and will repeal the Public Interest Disclosures Act 1994.

Detailed report

The PID Act 2022 introduces significant reforms to the ways that public interest disclosures are made, received and dealt with in New South Wales and is intended to provide greater protection to people who make public interest disclosures and more pathways to report serious wrongdoing.

The new PID Act fosters a strong 'speak up' culture and provides a framework that facilitates public interest reporting of wrongdoing by:

- protecting those who speak up from detrimental action.
- maintain the confidentiality of reports.

- imposing duties on Council to take appropriate action to investigate and deal with reports of wrongdoing.

The most significant changes of the new PID Act include:

- The requirement that each permanently maintained site at which more than one person is employed must have a Disclosure Officer
- The additional responsibility for Managers, Supervisors and anyone who has staff reporting to them either directly or indirectly to take a public interest disclosure and communicate it as soon as practicable to a disclosure officer.
- The threshold on what is considered detrimental action has been lowered to provide greater protection for people who choose to speak up.

The NSW Ombudsman have provided a model policy which has been used as the template to develop Council's policy. Mandatory information that must be included in Council's PID policy are:

- acknowledging receipt of voluntary PIDs
- providing information to the makers of voluntary PIDs
- dealing with disclosures that are or may be voluntary PIDs
- assessing and minimising the risk of detrimental action
- dealing with allegations that a detrimental action offence has been committed by or against a public official associated with Council.
- maintaining confidentiality in relation to PIDs
- protecting the identity of makers of PIDs
- taking appropriate corrective action in response to findings of serious wrongdoing or other misconduct that arise
- record keeping and how information is stored
- reporting to the NSW Ombudsman
- compliance with the PID act

Training will be provided to all staff on the new PID Act, with additional training provided for the Manager Biosecurity Administration. Refresher training will be provided every 3 years in line with the legislative requirements.

S43(4) of the PID Act requires Council's policy to be accompanied by a list of identifying Disclosure Officers for Council along with information enabling them to be contacted.

Disclosure Officers responsible for receiving public interest disclosures on behalf of Council will continue to be the General Manager and the Manager of Biosecurity Administration.

Council Policies that will work with the Public Interest Disclosures policy are; the Code of Conduct, Fraud & Corruption Prevention Strategy and Public Access to Information Policy.

Associated Risks: Failure to encourage a speak up culture can result in staff not reporting serious wrongdoing and therefore the wrongdoing continues to occur. This can result in a range of risks to Council.

6.3 Finance

6.3.1 Quarterly Budget Review Statement – 2nd Quarter

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

Council notes the Quarterly Budget Review Statement for the 6 month budget period ending 31 December 2023.

Information:

The County Council QBRS is prepared in accordance with the requirements of the Regulations as applicable – and for 2022/2023 is presented 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 minimum requirements for the QBRS are set out in the Code of Accounting Practice and Financial Reporting and form part of the legislative framework in accordance with clause 203(3) of the Local Government (General) Regulations (2005).

In the preparation of this quarterly budget review, strong consideration was given to putting forward an adjustment around purchasing of new staff uniform and a decreased amount of expected income from the 2024 aerial spraying program. However, at the time of writing, not enough information was to hand to provide an accurate recommended adjustment.

The Quarterly Budget Review Statement for the 6-month budget period ending 31st December 2023 is provided as an attachment.

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

6.3.2 Investment Report November 2023

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:
Council notes the report.

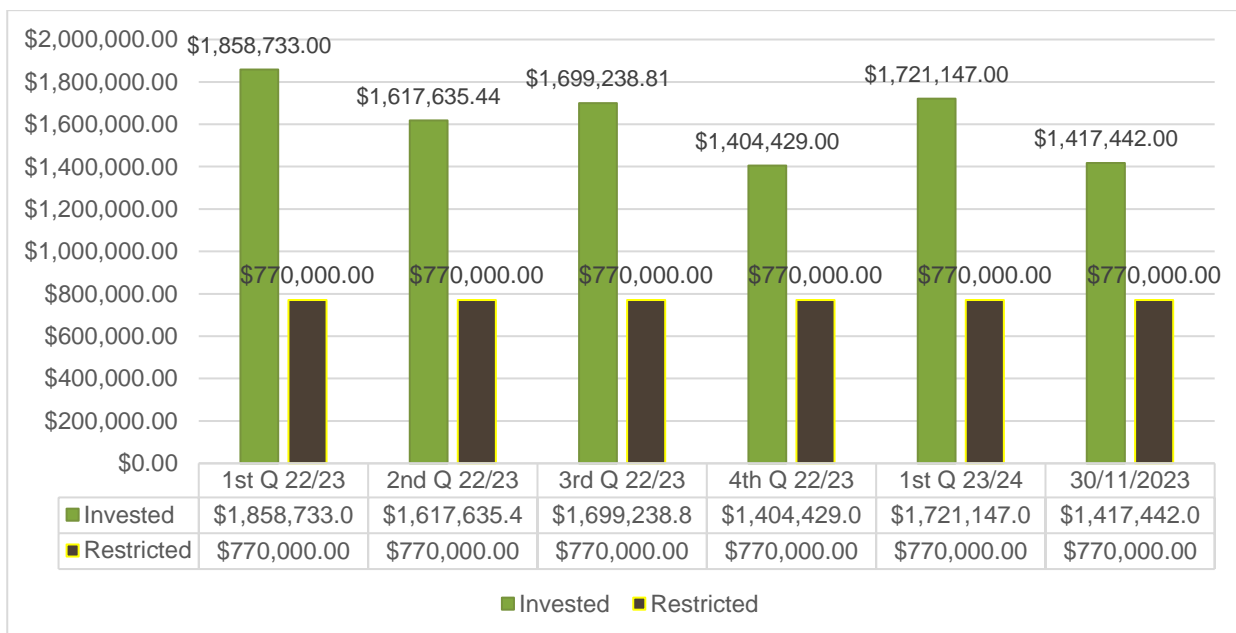
Information:
To comply Clause 212 of the Local Government (General) Regulation 2005 – setting out current details of all moneys that Council has invested under Section 625 of the Local Government Act (1993) (the Act).

INVESTMENT POSITION:

TABLE 1 - UMCC SCHEDULE of ACCOUNTS–30 November 2023

Westpac Business 31 Day Notice Cash Reserve Account & Overdraft Account			
Rate	Amount	Term	Due Date
4.35%	\$1,250,000	No set term	No due date
0.01%	\$1,015	Cash Reserve	N/A
0%	\$166,427	Overdraft - daily working account	
TOTAL	\$1,417,442	Balance on Reporting Date.	

TABLE 2 - CASH ALLOCATION– ON 30 November 2023



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

6.3.3 Investment Report December 2023

Recommendation is moved by:	
Mover:	Seconded:

Recommendation:
Council notes the report.

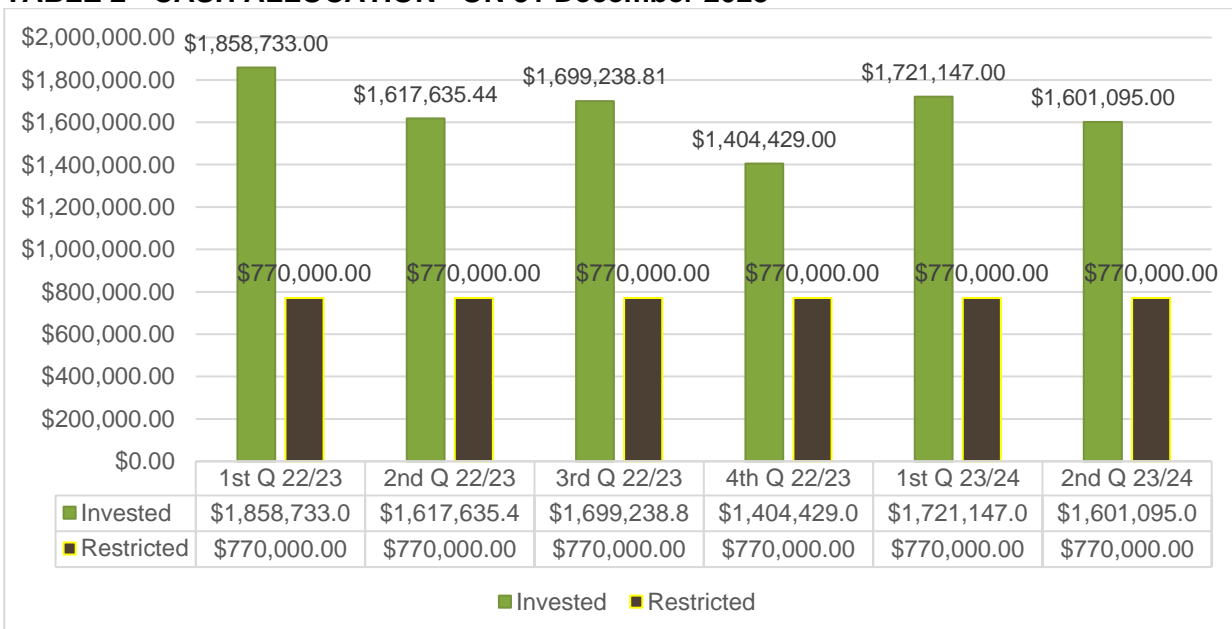
Information:
To comply Clause 212 of the Local Government (General) Regulation 2005 – setting out current details of all moneys that Council has invested under Section 625 of the Local Government Act (1993) (the Act).

INVESTMENT POSITION:

TABLE 1 - UMCC SCHEDULE of ACCOUNTS–31 December 2023

Westpac Business 31 Day Notice Cash Reserve Account & Overdraft Account			
Rate	Amount	Term	Due Date
4.6%	\$1,250,000	No set term	No due date
0.01%	\$1,015	Cash Reserve	N/A
0%	\$350,080	Overdraft - daily working account	
TOTAL	\$1,601,095	Balance on Reporting Date.	

TABLE 2 - CASH ALLOCATION– ON 31 December 2023



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

6.3.4 Investment Report January 2024

Recommendation is moved by:	
Mover:	Seconded:

Recommendation:

Council notes the report.

Information:

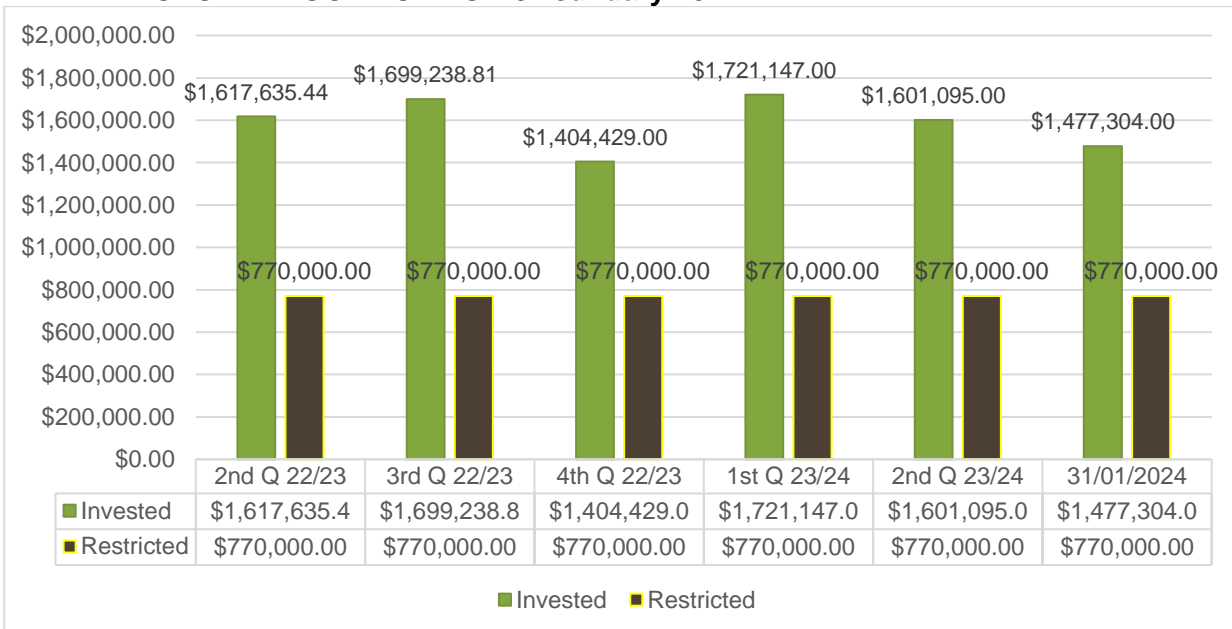
To comply Clause 212 of the Local Government (General) Regulation 2005 – setting out current details of all moneys that Council has invested under Section 625 of the Local Government Act (1993) (the Act).

INVESTMENT POSITION:

TABLE 1 - UMCC SCHEDULE of ACCOUNTS–31 January 2024

Westpac Business 31 Day Notice Cash Reserve Account & Overdraft Account			
Rate	Amount	Term	Due Date
4.1%	\$1,250,000	No set term	No due date
0.01%	\$1,015	Cash Reserve	N/A
0%	\$226,289	Overdraft - daily working account	
TOTAL	\$1,477,304	Balance on Reporting Date.	

TABLE 2 - CASH ALLOCATION– ON 31 January 2024



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

ITEM 7 LANDHOLDER SUPPORT PROGRAM

7.1 Aerial Spraying Program Autumn 2024

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

That Council notes the report.

Information:

The CTWA aerial spraying program is progressing with plans to commence in March of 2024, weather permitting. To date, CTWA has 72 landowners signed up to participate in this year's program, which is a increase compared to the previous year. The program has mapped 475 ha of Serrated tussock and 522 ha of Blackberry booked in for aerial spraying.

The program has a greater number of landowner participants than in years prior, however there is a reduction in the amount of Serrated tussock and Blackberry that has been booked. There are two main reasons for this, according to landowners: firstly, the increased cost due to rising chemical costs (applicable to both aerial and ground spraying programs). Secondly, that many landowners are feeling the effects of reduced income and increased cost of living, and this is impacting on their weed control budgets. Several landowners have stated that they would like to do more but are unable to afford it.

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

ITEM 8 ROADSIDE SPRAYING PROGRAM

8.1 Roadside Spraying 2023/2024

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

That Council notes the report.

Information:

Annual roadside spraying has moved to the new 3-year rotation program starting this spraying season 2023-2024. This new program has commenced within each the four constituent council areas of Bathurst, Blayney, Lithgow, and Oberon. To accommodate the new program the spraying contractors have increased their capacity of available staff and equipment to undertake the increased work to be undertaken.

CTWA has been in contact with each constituent council informing them that the annual funding for sector 1 for each constituent Council is getting close to being spent. In accordance with the Service Agreement (s5 (f)) If roads are not treated in a sector due to the Service Fee for a Council being expended UMCC will request additional funds to complete the sector. The payment of additional funds is at the discretion of the constituent Council.

The spraying contractors have reported that weed density in the road corridors is extremely high, this has been confirmed by CTWA staff as well as constituent council staff. Subsequently, CTWA has recommended that constituent council GMs/Directors provide additional funds to complete the 2023-2024 program. CTWA has asked for a response ASAP; it would be less than ideal for contractors to stop roadside work midway through the program.

Update as of 11th of February 2024, reports the following situation for of each Council:

Bathurst:

- Total kms of roadside to be sprayed within section 1 = 457 km's
- Total funding from Bathurst = \$ 67,502.00.

Complete to date:

- 66 km's of roadside spraying completed to date within section 1
- Cost to date = \$ 32,331.00

Remaining:

- Km's remaining in section 1 = 391 kms to be completed
- Leaving approx. \$ 35,171.00 of funding for the completion of section 1

Roadsides completed to date:

Mitchell Hwy (Orange)
Sofala Rd

Blayney:

- Total of roadsides to be sprayed within section 1 = 220 km's
- Total funding from Blayney to date = \$ 43,475.00.

Completed to date:

- 160 km's of roadside spraying completed to date within section 1
- Cost to date = \$ 38,669.00

Remaining:

- Km's remaining in section 1 = 60 kms to be completed
- Leaving approx. \$ 4806.00 of funding for the completion of section 1

Roads completed to date:

Avonlee Lane	Dog Trap Lane	Graham Road	Pounds Lane
Back Road	Dungeon Road	Greghamstown Road	Quarry Farm Lane
Beneree Road	Duttons Lane	Guyong Road	Rapleys Lane
Bentleys Lane	Eucalyptus Close	Hagars Lane	Richards Lane
Bluett Close	Eves Lane	Hulland Close	Sherlocks Lane
Beusnal Lane	Ferndale Lane	Lindsay Lane	Souths Lane
Burrel Lane	Fiddicks Lane	Long Swamp Road	Spring Hill Road
Burtons Lane	Fleetwood Lane	Mayfield Lane	Spring Terrace Road
Calvert Lane	Forest Reefs Road	Millthorpe Road	Springvale Lane
Carbine Road	Gap Road	Mitchell Close	Tallwood Road
Charles Booth Way	Gartholme Road	Myers Lane	Vittoria Road
Clover Ridge Road	Glenelg Road	Nichols Lane	Warburtons Lane
Convent Lane	Glengate Road	Nixons Lane	Willis Lane
Curralea Lane	Glenlea Road	Nyes Gates Road	Wilson's Lane
Dicksons Lane	Glenorie Road	Peppermint Lane	Wombiana lane

Lithgow:

- Total of roadsides to be completed within section 1 = 273 km's
- Total funding from Lithgow to date = \$ 81,387.00.

Completed to date:

- 118 km's of roadside spraying completed to date within section 1
- Cost to date = \$ 79,941.00

Remaining:

- Km's remaining in section 1 = 155 kms to be completed
- Leaving approx. \$ 1,446.00 of funding for the completion of section 1

Roadsides completed to date:

Anarel Road West	Martins Road
Anarel Road	McNab Street
Cheethams Flat Road	Meadow Street
Coach Road	Mutton Falls / Hazelgrove Lane
Cuthill Road	Mutton Falls Road
Diamond Swamp Road	Norman Lee Road (North)
Duckmloi Road	Norman Lee Road (South)
Hampton Road	Old Western Road
Hazelgrove Road	Quarry Street
High / Cartwright Lane	Sandalls Drive
Honeysuckle Falls Road	Sodwalls Road
Jerrys Meadow Road	Sodwalls Station Road
Kimbri Drive	Stacks Road
Leigh Morres Road	Sydney Road
Market Street	Tarana Road
	Wicketty War Road

Oberon:

- Total of roadsides to be sprayed within section 1 = 335 km's
- Total funding from Oberon to date = \$ 53,160.

Completed to date:

- 65 km's of roadside spraying completed to date within section 1
- Cost to date = \$ 40004.00

Remaining:

- Km's remaining in section 1 = 270 kms to be completed
- Leaving approx. \$ 13,156.00 of funding for the completion of section 1

Roads completed to date:

Black Bullock Road
Bundaleer Road
Carlwood Road
Hazelgrove Road (1/2 completed)
Mount Olive Road
Mutton Falls Road
Nunans Hill Road
Saunders Road
Snakes Valley Road
Wonga Road

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

ITEM 9 BIOSECURITY COMPLIANCE

9.1 Biosecurity Compliance Inspections November, December 2023 & January 2024

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

That Council notes the report.

Information:

Inspections for November, December 2023 & January 2024

TOTAL: 257 Inspections conducted in the months of November, December 2023 & January 2024	154 of the 257 were high risk
	103 of the 257 were low risk
	171 of the 257 were Re-inspections
	86 of the 257 were First Inspections

171 of the 257 were Re-inspections	109 of the 171 were high risk
	62 of the 171 were low risk
86 of the 257 were First inspections	45 of the 86 were high risk
	41 of the 86 were low risk

90 days past	At 31st January 2024, 27 properties where beyond 90 days of their compliance date.
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Inspections year to date 1st July 2023 to 31st January 2024

TOTAL: 623 Inspections conducted	338 of the 623 were high risk
	285 of the 623 were low risk
	423 of the 623 were Re-inspections
	200 of the 623 were First Inspections

423 of the 623 were Re-inspections	256 of the 423 were high risk
	167 of the 423 were low risk
200 of the 623 were First inspections	82 of the 200 were high risk
	118 of the 200 were low risk

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

9.2 Penalty Infringement Notices

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

That Council notes the report.

Information:

PIN information to date 1st July 2018 to 31st January 2024

TOTAL of 102 PIN's Issued since 1st July 2018	83 of the 102 are 1st PIN's
	19 of the 102 are 2nd PIN's
	63 of the 102 have been Paid
	12 of the 102 are owning
	25 of the 102 have been withdrawn
	2 of the 102 have been court elect

Of the 83 1st PIN's	52 of the 83 have been paid
	8 of the 83 are owning
	22 of the 83 have been withdrawn
	1 of the 83 have been court elect

Of the 19 2nd PIN's	11 of the 19 have been paid
	4 of the 19 are owning
	3 of the 19 have been withdrawn
	1 of the 19 have been court elect

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.

Information:

A proposed meeting schedule for the calendar year 2024:

Date:	Time	Meeting & Location:
12 th April 2024	12.00pm	Workshop
10 th May 2024	2.00pm	Ordinary Council Meeting
21 st June 2024	2.00pm	Ordinary Council Meeting
23 rd August 2024	2.00pm	Ordinary Council Meeting
15 th November 2024	2.00pm	Ordinary Council Meeting
13 th December 2024	12.00pm	Workshop

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

10.2 Correspondence - Widespread invasive species interviews - research summary

Recommendation:

Council notes the correspondence.

Information:

In late 2023, two County Council team members participated in interviews conducted by the University of Wollongong. The University of Wollongong were conducting research on management of widespread invasive species.

“The aim of this research is to provide an assessment of landscape-scale cross-tenure collective action for the management of widespread invasive species from the perspective of local councils and managers of utilities and infrastructure.”

A short summary of the research findings were provided to the participants and is attached for County Council members’ information.

10.3 Meeting minutes to Central Tablelands Regional Weed Committee

Recommendation:

That Council notes the report.

Information:

The Central Tablelands Regional Weed Committee meeting was held in Bathurst on the 22nd of November 2023. A copy of the meeting minutes has been attached to the business paper.

10.4 Response to Minister Moriarty correspondence

Recommendation:

Council notes the response sent in response to Minister Moriarty's response.

Information:

At the ordinary council meeting of 24 November 2023, Council received Minister Moriarty's response to a motion Council put forward at the LG NSW conference in 2022.

A response to Minister Moriarty's correspondence has now been drafted and sent. A copy of that response is attached for the information of Council Members.

ITEM 11. Notices of Motion or Rescission - NIL.

CONFIDENTIAL Reports

Recommendation is moved by:	
Mover:	Seconded:

Recommendation:

Resolve into Closed Committee of the whole to review the following items:

Information:

REPORT SUBJECT	REASON FOR CONFIDENTIALITY [SECTION OF THE ACT]
12. Human resources	<i>Section 10A (2)(a) personnel matters concerning particular individuals (other than councillors)</i>
13. Cluster properties	<i>Section 10A (2)(e) information that would if disclosed prejudice the maintenance of law (inc Privacy and Personal Information Act)</i>
14. Forcibly undertake control works	
15. Prosecution Cases Update	
16. Property inspections	

That Council now move into closed committee of the whole to discuss the following matters:

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.

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.

2nd QUARTERLY BUDGET REVIEW STATEMENT

For the Period 1st July 2023 to 31st December 2023

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

Statement by Responsible Accounting Officer

“As General Manager and the Responsible Accounting Officer for Upper Macquarie County Council it is my opinion that the 2nd Quarterly Budget Review Statement for Upper Macquarie County Council for the quarter ended 31/12/2023 indicates that Council’s projected financial position at 30/06/2024 will see a near breakeven end, having regard to the projected estimates of income and expenditure, the adjustments proposed, and the original budgeted income and expenditure.”

Signed:

Date: 31 December 2023

Tim Johnston
General Manager
Responsible Accounting Officer,
Central Tablelands Weeds Authority
(Legal Entity Upper Macquarie County Council)

Table 1

Upper Macquarie County Council 2023/2024 Financial Year							
Quarterly Budget Review Statement [Consolidated Program Basis] 2nd Quarter							
INCOME & EXPENSES							
	Original		Adjustments	Position		Revised	Actual
	Original	Revised 1 st Qtr	Recommended	Projected	Variation	YTD	YTD
Income:	Budget (\$)	Budget (\$)	For Council (\$)	End Year (\$)	End Year (\$)	2nd Qtr	Accrual (\$)
Landholder Support Program	\$413,000.00	\$413,000.00		\$413,000.00		\$206,502.00	\$23,684.58
Roadsides Weed Control Program	\$240,919.00	\$240,919.00		\$240,919.00		\$120,462.00	\$245,524.00
Weed Biosecurity Compliance Program	\$1,013,793.00	\$1,013,793.00		\$1,013,793.00		\$506,898.00	\$663,793.56
Business Management Program	\$98,000.00	\$98,000.00		\$98,000.00		\$48,990.00	\$77,331.78
Total Income from Continuing Operations	\$1,765,712.00	\$1,765,712.00	\$0.00	\$1,765,712.00	\$0.00	\$882,852.00	\$1,010,333.92
Expenses:							
Landholder Support Program	\$350,000.00	\$350,000.00		\$350,000.00		\$175,002.00	\$45,317.69
Roadsides Weed Control Program	\$240,920.00	\$240,920.00		\$240,920.00		\$120,444.00	\$2,327.04
Weed Biosecurity Compliance Program	\$851,874.00	\$861,874.00		\$861,874.00		\$429,274.00	\$388,524.98
Business Management Program	\$286,338.00	\$286,338.00		\$286,338.00		\$143,170.50	\$146,692.84
				-			
Total Expenses from Continuing Operations	\$1,729,132.00	\$1,739,132.00	\$0.00	\$1,739,132.00	\$0.00	\$867,890.50	\$582,862.55
Net Operating Result from Continuing Operations	\$36,580.00	\$26,580.00	\$0.00	\$26,580.00		\$14,961.50	\$427,471.37

Table 1 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 Council contributions have been received
- WAP Funding has not yet been received nor is it known as to when it will be received
- Roadsides spraying had been invoiced, however not all funds had been received

Expenses:

- Roadside spraying had not yet begun.
- Preparation of the Aerial Spraying Program 2024 had begun
- External Audit fees are not yet known
- Still awaiting further quotes in relation to new uniform for Council staff following rebranding last year.

Table 2

Upper Macquarie County Council 2023/2024 Financial Year						
Quarterly Budget Review Statement - 2nd Quarter						
CASH & INVESTMENTS						
	Original	1st qtr Revised	End Position		Actual YTD	
	Original	Revised in 1st Qtr QBR	Recommended	Projected	Variation	Actual Cash at Bank @ 31/12/2023
	Budget (\$)	Budget (\$)	For Council (\$)	End Year (\$)	End Year (\$)	NOW (\$)
Unrestricted						
Operating Funds	\$ 620,200.34	\$620,200.34		\$ -	\$ -	\$ 790,866.73
Total Un-restricted		\$ -		\$ -	\$ -	\$ 790,866.73
Externally Restricted						
Special Purpose Grants (LLS)	\$ 44,000.00	\$ 44,000.00		\$ -	\$ -	\$ 44,000.00
Total Externally Restricted	\$ 44,000.00	\$ 44,000.00		\$ -	\$ -	\$ 44,000.00
Internally Restricted						
Employee Leave Entitlements Fund	\$ 150,365.00	\$150,365.00		\$ 150,365.00	\$ -	\$ 150,365.00
Plant & Vehicle Replacement Fund	\$ 9,000.00	\$ 9,000.00		\$ 9,000.00	\$ -	\$ 9,000.00
Infrastructure & Technology Replacement Fund	\$ 100,000.00	\$100,000.00		\$ 100,000.00	\$ -	\$ 100,000.00
Weed Biosecurity Response Fund	\$ 49,864.00	\$ 49,864.00		\$ 49,864.00	\$ -	\$ 49,864.00
Business Viability Fund	\$ 400,000.00	\$400,000.00		\$ 400,000.00	\$ -	\$ 400,000.00
Biosecurity Enforcement Fund	\$ 31,000.00	\$ 57,000.00		\$ 57,000.00	\$ -	\$ 57,000.00
Total Internally Restricted	\$ 740,229.00	\$766,229.00	\$ -	\$ 766,229.00		\$ 766,229.00
Total Cash & Investments	\$ 1,404,429.34	\$810,229.00	\$ -	\$ 766,229.00		\$1,601,095.73

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.

Explanation

- Awaiting progress details of the LLS initiative "Priority Weed ID Book".

TABLE 3

Upper Macquarie County Council 2023/2024 Financial Year								
Quarterly Budget Review Statement [Consolidated Program Basis] 2nd Quarter								
Capital Budget								
		Original		Adjustments	Position		Revised	Actual
		Original	Revised 1 st Qtr	Recommended	Projected	Variation	YTD	YTD
Capital number	Capital description	Budget (\$)	Budget (\$)	For Council (\$)	End Year (\$)	End Year (\$)	Budget (\$)	Accrual (\$)
1	Tray top utility Mazda	\$0.00	\$0.00		\$0.00			\$0.00
2	Tray top utility Mazda	\$0.00	\$0.00		\$0.00			\$0.00
3	Tray top utility Mazda	\$0.00	\$0.00		\$0.00			\$0.00
4	Tray top utility Ranger	\$50,000.00	\$50,000.00		\$50,000.00			\$0.00
5	Tray top utility Ranger	\$50,000.00	\$50,000.00		\$50,000.00			\$0.00
6	Tray top utility 1 Tonne Spray Ute	\$65,000.00	\$65,000.00		\$65,000.00			\$0.00
7	Tray top utility Mazda	\$0.00	\$0.00		\$0.00			\$0.00
8	Quick spray Units (Large) 750L	\$25,000.00	\$25,000.00		\$25,000.00			\$0.00
9	Quick spray Units (Medium)	\$0.00	\$0.00		\$0.00			\$0.00
10	Quick spray Units (small)	\$6,000.00	\$6,000.00		\$6,000.00			\$0.00
11	Drones Fleet	\$0.00	\$0.00		\$0.00			\$0.00
12	Office Furniture	\$0.00	\$4,141.82		\$4,141.82			\$5,371.59
13	Web Page (Brand update)	\$0.00	\$2,509.00		\$2,509.00			\$2,509.00
14	Technology & Equipment	\$4,000.00	\$4,000.00		\$4,000.00			\$0.00
15	Buggy	\$30,000.00	\$0.00		\$0.00			\$0.00
16	Trailer	\$10,000.00	\$0.00		\$0.00			\$0.00
17	Manual Lifter (& WHS equipment)	\$2,500.00	\$4,690.13		\$4,690.13			\$4,690.13
Total Purchases	[NET COST BASIS]	\$242,500.00	\$211,340.95	\$0.00	\$211,340.95	\$0.00	\$0.00	\$12,570.72

Explanation

- No movement in capital expenditure however Request for Quotes will soon go out for the trading in and purchasing on 3 new fleet vehicles.

TABLE 4

Upper Macquarie County Council						
CONTRACTS & OTHER EXPENSES			1 st Quarter – 1 st July 2023 to 31 st December 2023			
Contracts Listing	2023.2024 Financial Year					
Contractor	Contract Details	Contract Purpose	Contract Value	Contract Commenced	Duration of Contract	Funding in Budget
Gregaldon Pastoral Company	Roadside spraying	Spray the sides of roads	Part there of \$245,524	1.12.23	7 months	Part there of \$245,524.00
Grabham Spraying	Roadside spraying	Spray the sides of roads	Part there of \$245,524	1.12.23	7 months	Part there of \$245,524.00
B.A. Howarth	Roadside spraying	Spray the sides of roads	Part there of \$245,524	1.12.23	7 months	Part there of \$245,524.00

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			2 nd Quarter – 1 st July 2023 to 31 st December 2023			
Consultancy & Legal Expenses Summary	2023.2024 Financial Year					
Expense	Number of Engagements		Expenditure YTD			Funding in Budget
Consultancies	NIL		N/A			N/A

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

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