

18 June 2024

Members of the County Council

Notice of ordinary Meeting of Upper Macquarie County Council 21 June 2024

I advise an ordinary Meeting of the Upper Macquarie County Council will be held at the 7 Lee Street, Kelso chambers on 21 June 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
21 June 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."

ITEM 3. CONFIRMATION OF MINUTES OF ORDINARY MEETING 10 MAY 2024

Recommendation is moved by:	
Mover:	Seconder:

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 10 May 2024.

Information:

Acknowledgement of Country

Recording of Meeting

ATTENDANCE

The Council Members were present:

- Cr. A. McKibbin
- Cr. B. Reynolds (via AVL)
- Cr. B. Watt (via AVL)
- Cr. B. Fry
- Cr. C. O'Connor
- Cr. S. Lesslie
- Cr. A. Ewin
- Cr. A. Smith (via AVL)

The following Council staff attended:

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

1: Apologies

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council permitted Member Councillors Bruce Reynolds, Bruce Watt and Andrew Smith to attend the Ordinary Council meeting via Audio Visual Link (Zoom).

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. Confirmation of minutes of Ordinary Council Meeting 23 February 2024

Mover: Member Cr. Lesslie

Seconder: Member Cr. O'Connor

Council adopted the minutes of the ordinary Council meeting of 23 February 2024.

Resolved in the affirmative.

4: Matters in Progress Update

Mover: Member Cr. O'Connor

Seconder: Member Cr. Fry
That Council notes the report.

Question on notice from Chairman Member Cllr. Andrew McKibbin to the Biosecurity Operations Manager “will forestry annual financial contribution of \$25000 do each sector annually.” Biosecurity Operations Manager to email members.

Resolved in the affirmative.

(N.B. 2.10pm Member Cr. Watt joined the meeting via AVL)

5: Chairman’s Minute - NIL

Suspend standing orders

Move to Confidential

Mover: Member Cr. Reynolds

Seconder: Member Cr. Lesslie

Council moved into closed committee to discuss item 12 Human Resources – Organisational Structure Section 10A (2)(a) personnel matters concerning particular individuals (other than councillors)

Council moved back into open Council

Mover: Member Cr. Smith

Seconder: Member Cr. Ewin

(N.B. 2.29pm Member Cr, Smith joined the meeting via AVL)

6.1.1 Draft Operating Plan, Delivery Program Business Activity Strategic Plan

Mover: Member Cr. Reynolds

Seconder: Member Cr. Lesslie

Council:

1. Selected Option A to be added to the Operational Plan 2024/2025
2. Is to place on public exhibition for 28 days the Operational Plan 2024/2025 with the selected scenario A and corresponding 4 Year Delivery Program 2024/2025-2028/2029
3. Place on public exhibition for 28 days the Business Activity Strategic Plan 2024/2025-2034/2035 – this includes the selected scenario A for the Operational Plan.

Resolved in the affirmative.

6.1.2 Update of ARIC to meet Guidelines

Mover: Member Cr. O’Connor

Seconder: Member Cr. Ewin

Council:

1. Notes the report
2. Consider the appointment of a Member Councillor to the ARIC as an observer when the third independent member is employed.

Resolved in the affirmative.

6.2.1 Quarterly Budget Review Statement – 3rd Quarter

Mover: Member Cr. Fry

Seconder: Member Cr. O’Connor

Council

1. notes the Quarterly Budget Review Statement for the 9-month budget period ending 31 March 2024

- will increase the annual income budget by \$65,000 to accommodate workers comp insurance reimbursement.

Resolved in the affirmative.

6.2.2 Investment Report February 2024

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council noted the report.

Resolved in the affirmative.

6.2.3 Investment Report March 2024

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council noted the report.

Resolved in the affirmative.

N.B. Biosecurity Administration Manager left the meeting

6.2.4 Investment Report April 2024

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council

- noted the report.

- General Manager to prioritise obtaining a higher interest rate on investments in discussion with Westpac and Member Cr. Reynolds.

Resolved in the affirmative.

7.1 Aerial Spraying Program Autumn 2024

Mover: Member Cr. O'Connor

Seconder: Member Cr. Ewin

Council noted the report.

Resolved in the affirmative.

8.1 Roadside Spraying 2023/2024

Mover: Member Cr. O'Connor

Seconder: Member Lesslie

Council noted report.

Resolved in the affirmative.

9.1 Biosecurity Compliance inspections February, March and April 2024

Mover: Member Cr. Lesslie

Seconder: Member Cr. O'Connor

Council noted the report.

Resolved in the affirmative.

9.2 Penalty Infringement Notices

Mover: Member Cr. O'Connor

Seconder: Member Cr. Lesslie

Council noted the report.

Resolved in the affirmative.

10.1 County Council meeting schedule

Mover: Member Cr. Ewin

Seconder: Member Cr. O'Connor

Council amends its meeting schedule:

Date:	Time	Meeting & Location:
21 st June 2024	2.00pm	Ordinary Council Meeting
9 th August 2024	2.00pm	Ordinary Council Meeting
18 th October 2024	12.00pm	Ordinary Council Meeting plus workshop
13 th December 2024	2.00pm	Ordinary Council Meeting

11. Notices of Motion or Rescission

Nil

Closed Committee of the whole

Mover: Member Cr. O'Connor

Seconder: Member Cr. Ewin

Council resolved into Closed Committee of the whole.

Resolved in the affirmative.

Re -Open Committee of the whole

Mover: Member Cr. Fry

Seconder: Member Cr. O'Connor

Council resolved to move from closed committee of the whole back into open committee.

Resolved in the affirmative.

12. Human Resources – Organisational Structure

Mover: Member Cr. O'Connor

Seconder: Member Cr. Fry

Council

1. redetermines the Council's organisational structure
2. does not undertake any short-term changes to the staffing until the organisational structure is redetermined at the August 2024 meeting.

Resolved in the affirmative.

13. Roadside Weed Control Services Agreement with Constituent Councils

Mover: Member Cr. O'Connor

Seconder: Member Cr. Lesslie

Council

1. noted the report.
2. A final report that may include recommendations of proposed changes to the Service Level Agreement being necessary will be presented to the June 2024 Ordinary meeting for the county councils' consideration.

Resolved in the affirmative.

14. Prosecution Cases

Mover: Member Cr. O'Connor

Seconder: Member Cr. Fry

Council noted the report.

Resolved in the affirmative.

15. Prosecution Cases Up-date

Mover: Member Cr. Fry

Seconder: Member Cr. Reynolds

Council noted the report.

Resolved in the affirmative.

16. Property Inspection – February, March and April 2024

Mover: Member Cr. Lesslie
Seconded: Member Cr. O'Connor
Council noted the report.
Resolved in the affirmative.

The Council meeting was closed at 4.18pm.

ITEM 4: MATTERS IN PROGRESS

Recommendation is moved by:	
Mover:	Seconded:

Recommendation:

Council notes the report.

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)		

Information:

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 council sectors.

The agreement 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.

To facilitate this agreement, the CTWA CWBO has been in ongoing discussions with NSW Forestry throughout April, May and June, attempting to obtain mapping information about forestry locations. A file provided by Forestry in June contained incomplete information therefore CTWA staff are currently mapping forestry locations to ensure accurate information for completion of the roadside spraying program.

The availability of funding for this year's program (2023-2024) was \$20,000. Forestry has stated that at this stage the budget will remain the same for 2024-2025. Forestry has also stated that if more funding is moved to the roadside weed program, then it will have to come from their other weed programs resulting in less weeds being controlled in other areas.

Until CTWA staff have had time to complete the mapping information list for NSW Forestry roadside frontage it is not possible to estimate if their funding of \$20,000 will be adequate to meet section 2 of the roadside program.

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

ITEM 5: CHAIRMAN's MINUTE - NIL

ITEM 6: GOVERNANCE PROGRAM

6.1 Legislative Compliance

6.1.1 Operating Plan, Delivery Program Business Activity Strategic Plan

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

Council:

1. Adopts the Operational Plan 2024/2025 and Delivery Program 2024/2025-2028-2029 (including Budget) as exhibited,
2. Adopts the Business Activity Strategic Plan 2024/2025-2034/2035 (including budget) as exhibited,
3. notes that according to the NSW Local Government Remuneration Tribunal effective 1 July 2023 Annual Report and Determination is to increase Member Fees to \$6,490 per member per year for the 2024/ 2025 financial year.
4. notes that according to the NSW Local Government Remuneration Tribunal effective 1 July 2023 Annual Report and Determination is to increase Chairperson's Fees to \$11,860 per year for the 2024/ 2025 financial year.

Information:

The Council must normally adopt an Annual Operational Plan each year by 30th June, after considering any public submissions.

PUBLIC EXHIBITION:

Chapter 13 Part 2 of the Local Government Act (1993) requires public exhibition of a County Council Operational Plan before adoption. In this regard, the draft Operational Plan 2024/2025 and Delivery Program 2024/2025-2028-2029 was formally placed on public exhibition ending 10th June 2024 along with an invitation for public submissions to be made to the Council.

No public submissions were received by the due date.

Part 9 Division 8 of the Local Government (General) Regulation 2021 stipulates that a Business Activity Strategic Plan must be developed and endorsed by a County Council. The Draft Business Activity Strategic Plan 2024/2025-2034/2035 (including budget) was placed on public exhibition ending 10th June 2024 along with an invitation for public submissions to be made to the Council.

No public submissions were received by the due date.

COUNCIL MEMBER FEES:

The Local Government Remuneration Tribunal's 2023 Annual Determination effective from 1st July 2023 determined the maximum annual member fee can be set to \$6,490 and the maximum annual Chairperson's fee can be set to \$11,860 for a County Council that is not a Water Authority.

These amounts have been built into the Operational Plan 2024/2025 and Delivery Program 2024/2025-2028-2029 budgets were placed on exhibition and open to the public for comment or make submissions.

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

6.1.2 Update of ARIC

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

Council notes the report.

Information:

Report on the Audit Risk Improvement Committee meet on May 22nd via Teams.

Two representatives for the NSW Audit Office attended the meeting, together with the General Manager, Tim Johnston, Business Manager, Lisa Monardo, independent members, Donna Rygate and Ron Gillard and member Bruce Reynolds.

There were five major items for discussion.

Item 1. Draft Operating Plan, Delivery Program and Business Activity Strategic Plan

The first being the draft Operational Plan and Delivery Program and the Business Activity Strategic Plan. It was noted that the BASP showed large deficits moving forward from year two. Options were discussed about opportunities for the organisation to find opportunities for the business to expand its funding and reduce forecast deficits. This included the potential for a new business unit. Discussion centred around the constituent Councils could be willing to pay more and if the Council went down the business unit pathway, how that could be undertaken with resourcing of the unit.

Item 2. 2023/2024 Audit Engagement Plan

At the time of the meeting, the Audit Engagement Plan was currently being consulted between the Audit Office NSW and Management and had not yet been set. Management is expecting to endeavour to produce quality Financial Statements as soon as possible. It is hoped they will be ready prior to the 9th August 2024 Ordinary Council meeting where it is hoped they will be endorsed and signed.

Item 3. ARIC Transition Planning

The Council is currently working on a transition to the new ARIC, which will include three independent members, together with one non voting member. At the time of writing this report the panel chosen to select an extra panel member had met and was now moving to interview some candidates for the role. The County Council has Member Bruce Reynolds representing it on the selection panel. A final decision is expected in coming weeks and will possibly see the need for an Extra Ordinary Council meeting in late July to endorse the third independent Member of the County Council. A separate recommendation on a non-voting Council member is located in this business paper. It was considered at the ARIC meeting that the Council representative was still important as is a conduit between Council members and the ARIC to discuss issues as they arise.

The ARIC Terms of Reference are currently being developed and will also be provided to this Extra ordinary Council meeting. There is some consideration within the Terms of Reference for the Council to consider downsize them from a General Council to reflect the Local Control Authority function.

Item 4 Work Health and Safety

No WHS incidents have been reported since ARIC's 8th of February 2024 meeting. It was noted that a workers compensation claim continued. The WHS Action Plan 2023/24 has been updated and was provided to ARIC members. The development of the action plan takes into consideration the most

important areas identified by Council Management as the most critical Work, Health & Safety (WH&S) issues. When considering the WH&S priorities the following key areas were considered:

- Health & Safety of all 9 employees (including 8 Constituent Council members)
- Legislative requirements
- Impact on injury frequency
- Insurance claims.

It was also noted staff have undertaken a SWOT exercise aiming to increase the Teams understanding of Mental Health and how the council can create a healthy mental health work environment. This work is being guided by a psychologist who will provide a report in June 2024.

Item 5 Business Continuity Plan

The Council has engaged with Marsh consultants under a program funded by Statewide Mutual, the County Council General Insurer, titled "Board Initiatives". The first meeting with the consultants took place on 16th May 2024. A verbal report was offered to ARIC's meeting regarding the progress in developing a meaningful BCP for the County Council.

Authored by:
Member Councillor
Bruce Reynolds

6.2 Policies

6.2.1 Complaints Policy

Recommendation is moved by:	
Mover:	Seconded:

Recommendation:

That Council adopts the Complaints Policy (attached) that has been developed referencing the NSW Ombudsmen Effective Complaint Handling Guidelines, and model policies; Complaint Handling,

Background:

To ensure transparency, accountability, fairness, and consistency in the management of Complaints, it is essential for council to have a written complaints policy for its staff. This will ensure staff are aware of their roles and responsibilities and have clear guidance. Written policies also provide a reference point for complainants – as well as review bodies, courts or tribunals that may subsequently be tasked with reviewing their application.

Authored by:
General Manager
Tim Johnston

6.2.2 Unreasonable Complainant Conduct Policy

Recommendation is moved by:	
Mover:	Seconded:

Recommendation:

That Council adopts the Unreasonable Complainant Conduct Policy attached that has been developed referencing the NSW Ombudsmen guidelines and model policies; Managing unreasonable conduct by complainants.

Background:

To ensure transparency, accountability, fairness, and consistency in the management of Unreasonable Complainant Conduct incidents, it is essential for council to have a written UCC policy for its staff. This will ensure staff are aware of their roles and responsibilities and have clear guidance. Written policies also provide a reference point for complainants – as well as review bodies, courts or tribunals that may subsequently be tasked with reviewing their application.

Authored by:
General Manager
Tim Johnston

6.3 Finance

6.3.1 Investment Report May 2024

Recommendation is moved by:	
Mover:	Seconded:

Recommendation:

Council notes the report.

Information:

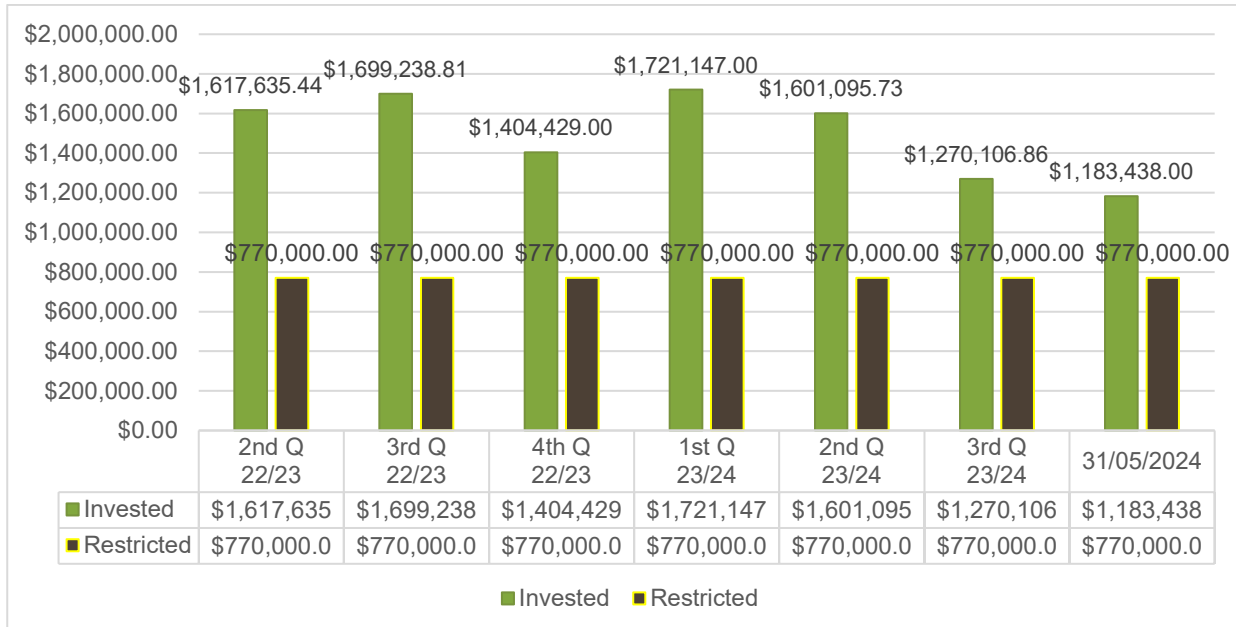
To comply Clause 212 of the Local Government (General) Regulation 2005 – setting out current details of all moneys that Council has invested under Section 625 of the Local Government Act (1993) (the Act).

INVESTMENT POSITION:

TABLE 1 - UMCC SCHEDULE of ACCOUNTS–31 May 2024

Westpac Business 31 Day Notice Cash Reserve Account & Overdraft Account			
Rate	Amount	Term	Due Date
4.6%	\$1,150,000	No set term	No due date
0.01%	\$1,015	Cash Reserve	N/A
0%	\$32,423	Overdraft - daily working account	
TOTAL	\$1,183,438	Balance on Reporting Date.	

TABLE 2 - CASH ALLOCATION– ON 31 May 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 2025

Recommendation is moved by:	
Mover:	Seconder:

There is no report on this subject at this time.

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:

Averages = Including 1st year of the new 3 section rotation system

		Bathurst	Blayney	Lithgow	Oberon	All Council Avg
1st Year	2023-2024	295.44	260.97	733.84	474.07	441.08
	2022-2023	203.41	240.21	398.44	169.50	252.89
Avg cost per km \$	2021-2022	191.96	188.67	257.90	225.15	215.92
	2020-2021	165.57	155.71	186.19	134.76	160.56
	2019-2020	151.06	143.09	280.22	137.98	178.09
	2018-2019	120.84	168.79	159.10	153.72	150.61
Avg cost per km \$ / Council		188.05	192.91	335.95	215.86	233.19

Averages = Before the new 3 year rotation system

		Bathurst	Blayney	Lithgow	Oberon	All Council Avg
Avg cost per km \$	2022-2023	203.41	240.21	398.44	169.50	252.89
	2021-2022	191.96	188.67	257.90	225.15	215.92
	2020-2021	165.57	155.71	186.19	134.76	160.56
	2019-2020	151.06	143.09	280.22	137.98	178.09
	2018-2019	120.84	168.79	159.10	153.72	150.61
Avg cost per km \$ / Council		166.57	179.29	256.37	164.22	191.61

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

8.2 Review of the Roadside Weed Control Services Agreement

Recommendations:

That the County Council consult with the constituent councils proposing the amendments to the Agreement.

Information

The points to be raised with the Constituent Councils are as follows:

- 1: Section 4 (a) (i) currently states “Treat all Roads within a sector annually for each constituent Council”; Proposed amendment “limited by the amount of the Service Fee paid; treat Roads within a sector annually for each constituent Council”
- 2: Section 4 (d) currently states; The Parties agree that a Program may be varied from time to time by UMCC in order to optimise the effectiveness of treatment methods and after taking into account prevailing weather and other environmental conditions. Proposed amendment Add “At the discretion of the County Council the program may be extended to 4 years for individual Councils”.
- 3: Section 4 (e) Titled The Program currently states “Unless otherwise expressly stated elsewhere in this agreement, UMCC will supply all materials and facilities necessary to perform the services” Proposed amendment by adding section 4 (e) i Councils Service Fee will also fund 50% of the cost to provide Rapid Logic Universal Flow GIS Tracker units on each spray gun, the cost includes access to the live mapping portal. *Cost as at 18 June 2024 \$1,806 per unit per year*
- 4: Renegotiate Section 5 Service Fee.

Section 5 currently states.

Service Fee

- (a) In consideration of the provision of the Services in accordance with this agreement, each Council will pay UMCC the Service Fee annually at the beginning of each Financial Year.
- (b) UMCC will provide each Council with a tax invoice in relation to the Service Fee for each Financial Year.
- (c) Each Council agrees to pay UMCC the Service Fee identified for that Council in the Schedule within 30 days of receipt of a tax invoice.
- (d) The Service Fee is calculated on the average cost per kilometer of roadside spraying undertaken by UMCC for each Council since 1st July 2019
- (e) If annually all Roads are treated in the sector costing less than the Service Fee work will commence on the next sector and continue until the Service Fee is expended.
- (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.
- (g) If additional funds are requested and not paid, the following years Program will commence by completing the uncompleted work from the prior year before commencing a new sector.

Proposed changes include:

Section 5 (a) “In consideration of the provision of the Services in accordance with this agreement, each Council will pay UMCC the agreed annual Service Fee before work commences annually”

Delete Section 5 (c)

Amend as follows; Each Council agrees to pay the agreed Service Fee (negotiated annually) within 30 days of receipt of a tax invoice.

Section 5 (d) Service Fee Proposed amendment “The Estimated Service Fee is calculated on the average cost per kilometer of roadside spraying undertaken by UMCC for each Council in the prior year multiplied by the kilometers of road in the next section to be treated. The Council is to inform UMCC of their agreed annual service fee with the issuance of a purchase order”.

ITEM 9 BIOSECURITY COMPLIANCE

9.1 Biosecurity Compliance Inspections May 2024

Recommendation is moved by:	
Mover:	Seconded:

Recommendation:

That Council notes the report.

Information:

Inspections for May 2024

TOTAL: 197 Inspections conducted in the months of May 2024	94 of the 197 were high risk
	103 of the 197 were low risk
	170 of the 197 were Re-inspections
	27 of the 197 were First Inspections

170 of the 197 were Re-inspections	89 of the 170 were high risk
	81 of the 170 were low risk
27 of the 197 were First inspections	5 of the 27 were high risk
	22 of the 27 were low risk

90 days past	At 31st May 2024, 116 properties where beyond 90 days of their compliance date.
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Inspections year to date 1st July 2023 to 31st May 2024

TOTAL: 1256 Inspections conducted	542 of the 1256 were high risk
	714 of the 1256 were low risk
	911 of the 1256 were Re-inspections
	345 of the 1256 were First Inspections

911 of the 1059 were Re-inspections	466 of the 911 were high risk
	445 of the 911 were low risk
345 of the 1059 were First inspections	76 of the 345 were high risk
	269 of the 345 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 May 2024

TOTAL of 108 PIN's Issued since 1st July 2018	86 of the 108 are 1st PIN's
	22 of the 108 are 2nd PIN's
	63 of the 108 have been Paid
	18 of the 108 are owing
	25 of the 108 have been withdrawn
	1 of the 108 have been court elect

Of the 86 1st PIN's	52 of the 86 have been paid
	11 of the 86 are owing
	22 of the 86 have been withdrawn
	1 of the 86 have been court elect

Of the 22 2nd PIN's	11 of the 22 have been paid
	8 of the 22 are owing
	3 of the 22 have been withdrawn
	0 of the 22 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 is moved by:	
Mover:	Seconded:

Recommendation:

Council adopts the proposed meeting schedule.

Information:

A proposed meeting schedule for the calendar year 2024:

Date:	Time	Meeting & Location:
21 st June 2024	2.00pm	Ordinary Council Meeting
9 th August 2024	2.00pm	Ordinary Council Meeting
18 th October 2024	12.00pm	Ordinary Council Meeting plus workshop
13 th December 2024	2.00pm	Ordinary Council Meeting

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

ITEM 11. Notices of Motion or Rescission - NIL.

CONFIDENTIAL Reports

Recommendation is moved by:	
Mover:	Seconder:

Recommendation:

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

Report Subject	Reason for Confidentiality [Section of the Act]
12. Prosecution Cases update	Section 10A (2)(e) information that would if disclosed prejudice the maintenance of law (inc Privacy and Personal Information Act)
13 Property Inspection – May 2024	

Information:

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.