



AGENDA FOR ORDINARY COUNCIL MEETING

Monday, 26th June 2023

NOTICE IS HEREBY GIVEN pursuant to clause 7 of Council's Code of Meeting Practice that the Council Meeting of Castlereagh Macquarie County Council will be held at the Coonamble Shire Council Chambers on **26th June 2023** commencing at **10:30am** to discuss the items listed in the Agenda.

Michael Urquhart
GENERAL MANAGER

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1. OPENING OF MEETING

Time:_____am

2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

We acknowledge the Traditional Owners of the land we gather upon today and pay respect to the Elders both past, present and emerging.

3. LEAVE OF ABSENCE

Leave of Absence
<p>Recommendation:</p> <p>That the leave of absence received from _____are accepted and a leave of absence granted.</p> <p>Moved:</p> <p>Seconded:</p>

4. DECLARATION OF INTERESTS

Councillors and senior staff are reminded of their obligation to declare their interest in any matters listed before them.

In considering your interest you are reminded to include pecuniary, non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.

Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

Councillor	Item No.	Pecuniary/ Non-Pecuniary	Reason

5. CONFIRMATION OF MINUTES/MATTERS ARISING

5.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 24th April 2023

Minutes of Ordinary Council Meeting – 24 th April 2023
<p>Recommendation:</p> <p>That the minutes of the ordinary Council meeting held 24th April 2023, having been circulated be confirmed as a true and accurate record of that meeting.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Meeting Minutes – 24th April 2023

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL
HELD AT COONAMBLE SHIRE COUNCIL CHAMBERS ON MONDAY 24th APRIL 2023
COMMENCING AT 10:30AM.**

PRESENT: Cllr D. Batten, B. Fisher, Cllr D Todd, Cllr I Woodcock, Cllr M Cooke, N Kinsey, P Cullen and Cllr Z Holcombe

ABSENT: Cllr G Peart and Cllr G Whiteley

STAFF MEMBERS: M. Urquhart (General Manager), A. Fletcher (Senior Biosecurity Officer), and R Wilson (Minute Secretary).

WELCOME: Meeting was opened at 10:30am and Chairman Cllr D Batten welcomed all councillors and staff to the meeting.

04/23/01 Leave of Absence

Resolved:

That the leave of absence received from Councillors G Peart and G Whiteley is accepted and a leave of absence granted.

Moved: Cllr Kinsey

Seconded: Cllr Fisher

Carried

DECLARATIONS OF INTEREST- Nil

04/23/02 Minutes of Ordinary Council Meeting – 6th March 2023

Resolved:

That the minutes of the ordinary Council meeting held 6th March 2023, having been circulated be confirmed as a true and accurate record of that meeting.

Moved: Cllr Fisher

Seconded: Cllr Todd

Carried

04/23/03 Council's Decision Action Report – April 2023

Resolved:

That the Resolution Register for April 2023 be received and noted

Moved: Clr Todd

Seconded: Clr Cullen

Carried

04/23/04 Circulars Received From the NSW Office of Local Government

Resolved:

That the information contained in the following Departmental circulars 23-01 to 23-01 from the Local Government Division Department of Premier and Cabinet be received and noted.

Moved: Clr Woodcock

Seconded: Clr Cooke

Carried

04/23/05 Cash and Investment Report – 28th February 2023 & 31st March 2023

Resolved:

That the investment report for 28th February 2023 and 31st March 2023 received and noted.

Moved: Clr Fisher

Seconded: Clr Holcombe

Carried

04/23/06 Third Quarter Operational Plan 2022/2023

Resolved:

Council accepts the progress made on the 2022/2023 Operational Plan as at 31st March 2023.

Moved: Clr Holcombe

Seconded: Clr Cullen

Carried

04/23/07 Quarterly Budget Review Statement – March 2023

Resolved:

1. That Council adopt the attached Quarterly Budget Review Statement for 31st March 2023 as tabled.

Moved: Clr Fisher

Seconded: Clr Woodcock

Carried

04/23/08 Motion – Report to Council – Viability of Vehicle Turnover

Resolved:

1. That the General Manager provide a report to the June 2023 council meeting on a strategy for future vehicle changeover.

Moved: Clr Kinsey

Seconded: Clr Cullen

Carried

04/23/09 Draft Operational Plan 2023/2024

Resolved:

That the Draft Operational Plan for 2023/2024, Statement of Revenue Policy, Long Term Financial Plan, Asset Plan and Workforce Plan be placed on the public exhibition for a period of 28 days from the 3 May 2023 until 4:30pm on 30th May 2023, inviting submissions from the public during this time.

Moved: Clr Todd

Seconded: Clr Fisher

Carried

04/23/10 Important Dates for Councillors – Upcoming Meetings and Events

Resolved:

That Council receive and note the list of upcoming meetings and events and note the change of dates for the Hudson Pear Taskforce Meeting now scheduled for 30th May 2023.

Moved: Cllr Woodcock

Seconded: Cllr Holcombe

Carried

04/23/11 Moved Into Closed Session

Time: 10:51am

Resolved:

That the public be excluded from the meeting pursuant to Sections 10A (2) (a) of the Local Government Act 1993 on the basis that the items deal with:

(a) personnel matters concerning particular individuals (other than councillors)

Moved: Cllr Todd

Seconded: Cllr Kinsey

Carried

The General Manager, Senior Bio Security Officer and Minute Secretary left the Chamber at 10:51am

04/23/13 Return to Open Session

Time: 10:53am

Resolved:

That Council return to open session.

Moved: Cllr Fisher

Seconded: Cllr Cullen

Carried

The General Manager, Senior Bio Security Officer and Minute Secretary returned to the meeting at 10:53am

04/23/12 Position of Part Time General Manager

Resolved:

1. That the report be noted
2. The delegates provide, by way of writing, any matters they wish to have addressed in relation to Mr Urquhart's performance review, no later than 4th May 2023.

Moved: Cllr Kinsey

Seconded: Cllr Cullen

Carried

04/23/14 Adoption Of Closed Session Reports

Resolved:

That Council adopt the recommendations of the Closed Committee Reports

Moved: Clr Kinsey

Seconded: Clr Cullen

Carried

04/23/15 Quarterly Biosecurity Report

Resolved:

That the report be received and noted.

Moved: Clr Holcombe

Seconded: Clr Cooke

Carried

04/23/16 Motion – General Manager to Contact Local Member Roy Butler – Hudson Pear Program

Resolved:

1. That the General Manager write to the Local Member for Barwon, Mr Roy Butler in relation to;

(a) Inviting the Local Member to the next Council meeting to seek his support from the Judicial system with prosecution against landholders who fail to comply with the Bio Security Act 2015 for not controlling noxious weeds.

(b) providing support for the LLS Hudson Pear Program through encouragement of landholders to participate in Hudson Pear Containment Program.

Moved: Clr Kinsey

Seconded: Clr Cullen

Carried

Date of the next CMCC Council Meeting to be Monday 26th June 2023 at Coonamble Shire Council Chambers.

Close of Meeting

The meeting closed at 11:36am

Chairman

General Manager

DRAFT

6. REPORT OF THE GENERAL MANAGER

ITEM 6.1 COUNCIL'S DECISION ACTION REPORT – June 2023

REPORTING SECTION: General Manager

AUTHOR: Michael Urquhart

Summary:

This schedule summarises the current position of action taken in respect of matters considered at the previous meetings of Council when the outcomes have not been finalised.

Background:

Attached is the Resolution Register which summaries outstanding action in respect of all resolutions which required action and are still outstanding. The exception is for the last meeting where items that have been completed are included. Councillors are reminded that any queries should be raised with the General Manager prior to the meeting.

Current Position:

Details of actions taken/being taken are flagged for each motion. Over time the register may grow in size because, whilst resolutions are actioned after the meeting, it is not always possible to resolve issues quickly, especially if other government agencies are involved or Council's own in-house resources are stretched, Council has to prioritise work commitments.

In these circumstances the register becomes the simple tool of keeping track of matters awaiting attention.

Again, Councillors are reminded that any queries should be raised with the General Manager prior to the meeting as this would streamline the meeting process and also resolve minor issues more expediently.

Relevant Reference Documents/Policies:

Resolution Register.

Governance Issues:

Standard Procedure dictates that Council resolutions should be implemented as soon as practicably be achieved.

Environmental Issues:

Nil.

Stakeholders:

CMCC Council

Alternative Solutions/Options:

Nil.

Conclusion:

That the Resolution Register be received and noted. It is requested that any queries be raised with the General Manager prior to meeting day to facilitate proceedings at the meeting.

Council's Decision Action Report – June 2023

Recommendation:

That the Resolution Register June 2023 be received and noted.

Moved:

Seconded:

Attachment:

Action Resolution Register.



CMCC ACTION RESOLUTION REGISTER

27.06.22	06/22/09	<p>That:</p> <ol style="list-style-type: none"> 1. Council join with the Far North West Joint Organisation and its member Councils in establishing a Shared Audit Risk and Improvement Committee in accordance with Section 428B of the Local Government Act 1993. 2. That Council delegate authority to the Far North West Joint Organisation to appoint the chair and two (2) independent members from the Shared Audit Risk and Improvement Committee to serve the Far North West Joint Organisation, all three (3) members Council's and Castlereagh Macquarie County Council. 3. That Council appoint Cllr Bill Fisher to serve as the non-voting board members on the ARIC for this Council only. 4. That Council adopt the Drafts Terms of Reference developed for the operation of the Audit Risk and Improvement Committee noting the initial term to cater to the shorter period to be served by the current Council and the fact there is no current need for the Chair to be pre-qualified at this stage. 	GM	FNWJO advertising in February 2023 for Committee and Chairperson.	In Progress
27.06.2022	06/22-11	<ol style="list-style-type: none"> 1. That the report be received and noted. 2. Media Awareness Program to be undertaken by GM in conjunction with distribution of flyers with rates notices 	GM	Flyers to quarterly rate notices. Information to be advertised in constituent Council newsletter	In Progress

Castlereagh Macquarie County Council Agenda –26th June 2023 – Ordinary Council Meeting

19.12.2022	12/22/12	<p>(a) That Council receive the General Managers report</p> <p>(b) The General Manager liaise with the LLS and DPI in the development of a control plan for the area, and the Castlereagh Macquarie County Council actively participate in the roll out of all elements of the control program.</p> <p>(c) That the Hudson Pear Co-ordinator be invited to attend the next and subsequent meetings of CMCC to enable face to face updates of the Hudson Pear Control project and its progression.</p>	GM	GM arranged meeting with LLS with outcome reported to February meeting.	In progress
24.04.2023	04/23/08	That the General Manger provide a report to the June 2023 Council Meeting on a strategy for future vehicle changeover.	GM		
24.04.2023	04/23/09	That the Draft Operational Plan for 2023/2024, Statement of Revenue Policy, Long Term Financial Plan, Asset Plan and Workforce Plan be placed on the public exhibition for a period of 28 days from the 3 May 2023 until 4:30pm on 30th May 2023, inviting submissions from the public during this time.	GM		
24.04.2023	04/23/16	<p>1. That the General Manager write to the Local Member for Barwon, Mr Roy Butler in relation to;</p> <p>(a) Inviting the Local Member to the next Council meeting to seek his support from the Judicial system with prosecution against landholders who fail to comply with the Bio Security Act 2015 for not controlling noxious weeds.</p>	GM		

Castlereagh Macquarie County Council Agenda –26th June 2023 – Ordinary Council Meeting

		(b) providing support for the LLS Hudson Pear Program through encouragement of landholders to participate in Hudson Pear Containment Program.			
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ITEM 6.2 CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT

REPORTING SECTION: General Manager
AUTHOR: Michael Urquhart

Summary:

Copies of circulars received from the Local Government Office Department of Premier and Cabinet are attached for Councillors information. Circulars are emailed to Councillors when published from LGNSW.

Background:

The General Manager has listed the following circulars issued by the Office of Local Government:

- 23-02 Information about Ratings 2023-24
- 23-03 2023/24 Determination of the Local Government Remuneration Tribunal
- 23-04 Changes to public access to council records under the State Records Act 1998
- 23-05 Ward boundary and name changes

Governance Issues:

All circulars have Governance implications. Where necessary the subject of particular circulars will be raised in following reports.

Stakeholders:

Councillors
Castlereagh Macquarie County Council staff

Financial Implications:

Obviously some circulars will have a financial impact and where this is the case, Councillors particular attention will be drawn to them.

Conclusion:

Council will need to comply with the various requirements set out in the circulars.

Circulars Received From the NSW Office of Local Government
<p>Recommendation:</p> <p>That the information contained in the following Departmental circulars 23-02 to 23-05 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p>Moved: Seconded:</p>

Attachments:

Circulars 23-02 to 23-05



Office of
Local Government

Circular to Councils

Circular Details	23-02 / 8 May 2023 / A849639
Previous Circular	22-06 – Information about Ratings 2022-23
Who should read this	Councillors / General Managers / Council staff
Contact	Performance Team / (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Council to Implement

Information about Ratings 2023-24

What's new or changing

- The maximum boarding house tariffs for 2023-24 have been determined.
- The maximum interest rate payable on overdue rates and charges for 2023-24 has been determined.
- The Section 603 Certificate fee for 2023-24 has been determined.
- The statutory limit on the maximum amount of minimum rates for 2023-24 has been determined for commencement on 1 July 2023.

What this will mean for your council

Councils should incorporate these determinations into their 2023-24 rating structures and Operational Plan Statement of Revenue Policies.

Key points

Boarding House Tariffs

In accordance with section 516 of the *Local Government Act 1993* (the Act), it has been determined that for the purpose of the definition of 'boarding house' and 'lodging house', the maximum tariffs, excluding GST, that a boarding house or lodging house may charge tariff-paying occupants are:

- Where **full board and lodging** is provided:
\$432 per week for single accommodation; or
\$713 per week for a family or shared accommodation
- Where **less than full board or lodging** is provided:
\$291 per week for single accommodation; or
\$479 per week for family or shared accommodation

Maximum Interest Rate on Overdue Rates and Charges

In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2023 to 30 June 2024 (inclusive) will be **9.0% per annum**.

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The methodology used to calculate the interest rate applicable for the period 1 June 2023 to 30 June 2024 is the Supreme Court methodology (the Reserve Bank cash rate plus 6%), rounded to the nearest half per cent. The cash rate used for the purposes of the maximum interest rate for local government is based on the cash rate set by the Reserve Bank of Australia on 6 December 2022.

Notice giving effect to these decisions has been published in the NSW Government Gazette (Government Gazette No 146 – 31 March 2023).

Section 603 Certificate

Under section 603 of the Act, councils may issue a certificate as to the amount (if any) of rates, charges, etc. due or payable to the council for a parcel of land. Section 603(2) states the application must be accompanied by the approved fee. In accordance with the approved methodology, the approved fee for 2023-24 is determined to be \$95. This is an increase of \$5 from the 2022-23 fee.

This determination applies to the issuing of a certificate for the matters specified in section 603(2) of the Act. Where a council offers to provide other information as an optional service, the council is not prevented from separately determining an approved fee for that additional service. Furthermore, a council is not prevented from determining approved fees for additional services required by an applicant for the expedited processing of a Section 603 Certificate.

Statutory limit on the maximum amount of minimum rates

Following a recommendation by IPART, clause 126 of the Local Government (General) Regulation 2021 will be amended on 1 July 2023 by the Local Government (General) Amendment (Minimum Amounts of Rate) Regulation 2023 so that under section 548(3)(a) of the Act, the maximum amount of the minimum ordinary rate will be \$590 for 2023-24.

The maximum amount of a minimum special rate (not being a water supply special rate or a sewerage special rate) prescribed by section 548(3)(b) of the Act will remain unchanged at \$2.

Where to go for further information

The NSW legislation website at www.legislation.nsw.gov.au.

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Office of
Local Government

Circular to Councils

Circular Details	Circular No 23-03 / 10 May 2023 / A859646
Previous Circular	22-14 2022/23 <i>Determination of the Local Government Remuneration Tribunal</i>
Who should read this	Councillors / General Managers
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to implement

2023/24 Determination of the Local Government Remuneration Tribunal

What's new or changing

- The Local Government Remuneration Tribunal has determined an increase of 3% to mayoral and councillor fees for the 2023-24 financial year, with effect from 1 July 2023.
- The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every three years under section 239 of the *Local Government Act 1993*. The Tribunal undertook a review of the categories as part of its 2023 determination.
- The Tribunal has determined the creation of two (2) new remuneration categories, 'Metropolitan Major' and 'Rural Large'.
- The Tribunal has also varied the criteria of several existing categories.
- As a result of the creation of the two new categories and changes to the criteria of some of the existing categories, the Tribunal has re-categorised twenty-six (26) councils into a higher existing category or into a new category.
- In its determination, the Tribunal has acknowledged the issues raised in submissions about the remuneration received by mayors and councillors, including a lack of diversity in representation, the changing nature of work required to be undertaken and changed community expectations. The Tribunal has suggested there would be merit in a comprehensive review of the framework for mayor and councillor remuneration. This will be considered as part of the Government's examination of the broader issues facing local government.

What this will mean for your council

- Sections 248 and 249 of the Act require councils to fix and pay an annual fee to councillors and mayors from 1 July 2023 based on the Tribunal's determination for the 2023-24 financial year.

Key points

- The level of fees paid will depend on the category the council is in.
- A council cannot fix a fee higher than the maximum amount determined by the Tribunal.
- If a council does not fix a fee, the council must pay the minimum fee determined by the Tribunal.

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Where to go for further information

- The Tribunal's report and determination is available [here](#).
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

Brett Whitworth
Deputy Secretary, Local Government

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Office of
Local Government

Circular to Councils

Circular Details	Circular No 23-04 / 25 May 2023 / A860043
Previous Circular	21-33 <i>Compliance with records management provisions and transfer of local government records to the State Archives Collection</i>
Who should read this	Councillors / General Managers / Joint Organisation Executive Officers / governance and records management staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Council to Implement

Changes to public access to council records under the *State Records Act 1998*

What's new or changing

- Changes to the *State Records Act 1998* (the Act) that take effect from 1 January 2024 will affect council records. Under the changes:
 - State records will be open to the public by default once they are 20 years old, unless they are closed via a Closed to Public Access (CPA) direction
 - public offices (including councils) will be required to submit a plan in 2024 outlining their intention to transfer records that are required as State archives.
- As a result of changes to the Act that took effect on 31 December 2022, parts of the Act governing public access, transfers and records that have strayed ('estrays') are now administered by Museums of History NSW (MHNSW), a new statutory body.
- Other parts of the Act are administered by State Records Authority NSW (State Records NSW).

What this will mean for your council

- Councils will need to renew or register CPA directions with MHNSW well in advance of 1 January 2024 to ensure appropriate protection of sensitive information.
- During 2024, councils will need to submit a transfer plan to MHNSW.

Key points

- Changes to the parts of the Act administered by MHNSW are as follows:
 - Section 32(4): Transfer planning - this new section will require public offices (including councils) to plan for the transfer of records required as State archives into the State Archives Collection, and to submit a plan to MHNSW. This requirement will apply even if there is no intention to transfer records at the present time.
 - Section 50: Reduction in the Open Access Period - the Open Access Period for State records will reduce from 30 years to 20 years. The Act establishes a presumption that records in the Open Access Period should be open to public access.

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- Section 51: State records will become open to the public by default after 20 years - State records that are at least 20 years old will be open to public access if they are currently subject to an Open to Public Access (OPA) direction or do not have an access direction in place. There is no change to the capacity for a public office to apply a CPA direction or the requirement for CPA directions to be renewed every 5 years.
- The changes mean that from 1 January 2024:
 - State records that currently have a 30-year OPA direction registered will be open to the public once they are 20 years old
 - State records that are 20 or more years old and do not have an access direction registered will automatically be open to the public.
- CPA directions that were made more than 5 years ago will need to be renewed before 1 January 2024 or the records will automatically be open to the public once they are 20 years old.

Where to go for further information

- Advice on access directions is available on the [Public access to records section](#) of the MHNSW website.
- Councils can review or renew existing access directions and register new directions through the Service Portal operated by MHNSW and State Records NSW. The Service Portal is available via the [Agency Services webpage](#).
- Email transfer@mhnsw.au for advice and assistance with these new requirements.

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Office of
Local Government

Circular to Councils

Circular Details	Circular No 23-05 / 5 June 2023 / A855318
Previous Circular	19-24 – Ward boundary and name changes
Who should read this	Councillors / General Managers / Governance staff
Contact	Council Governance Team / 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Response to OLG / Council to Implement

Ward boundary and name changes

What's new or changing

- Councils must review their ward boundaries and notify the NSW Electoral Commission (NSWEC) of any changes to ward boundaries and/or names by 5 October 2023.

What this will mean for your council

- Under section 211 of the *Local Government Act 1993* councils that are divided into wards must keep ward boundaries under review to ensure the difference in elector numbers between wards does not exceed 10%. The attachment to this Circular provides further information regarding the calculation of the 10% variation to elector numbers within wards.
- Before altering ward boundaries, councils must:
 - consult the NSWEC and the Australian Statistician; and
 - prepare and publicly exhibit a plan detailing any proposed alteration (the ward boundary plan).
- Under section 277A of the *Local Government (General) Regulation 2021* ward boundary and name changes must be made by 5 October 2023 to be in effect for the 14 September 2024 ordinary elections unless the Electoral Commissioner otherwise approves in special circumstances.

Key points

- Local government ordinary elections are to be held on 14 September 2024.
- The last date for councils to make ward boundary alterations and name changes is 5 October 2023.
- The NSWEC maintains a website to assist councils to review their ward boundaries and provide guidance on the process for consulting with it. The website is available [here](#).
- Councils must publicly exhibit the ward boundary plan for at least 28 days and consider any submissions made during the 42 day consultation period.

Where to go for further information

- More information is available on the NSWEC's website [here](#).
- Contact Data Analytics and Geospatial Services Team (Manager, Omar Altaie) at the NSW Electoral Commission on 9290 5999 or via email redistribution@elections.nsw.gov.au.

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Attachment

To ascertain if there is a difference greater than 10% in the number of electors between wards, councils need to determine the percentage variation between the numbers of electors between wards.

The most efficient way to ascertain if there is a variation of greater than 10% is as follows:

1. Find the difference between the ward with the most electors and the ward with the fewest electors
2. Divide that difference by the number of electors in the smallest ward (that is, the ward with the fewest electors)
3. If the result is more than 10%, follow the ward boundary alteration processes

For example: a Local Government Area where the largest ward has 10,000 electors, and the smallest ward has 9,000 electors:

- Ward A: 10,000 electors (largest ward)
- Ward B: 9,000 electors (smallest ward)
- Ward C: 9,400 electors
- Ward D: 9,600 electors

Difference between Ward A and Ward B: $10,000 - 9,000 = 1,000$

Difference as a percentage of Ward B (smallest ward): $1,000/9,000 = 0.111$ (11%)

In the above example, there is a variation of more than 10% between the number of electors in two wards of the Area. As the variation is greater than 10%, the council is required to alter its ward boundaries in compliance with section 211 of the *Local Government Act 1993*.

ITEM 6.3 CASH ON HAND AND INVESTMENT REPORT AS AT 30th APRIL 2023 and 31st MAY 2023

REPORTING SECTION: General Manager
AUTHOR: Michael Urquhart

Summary:

This report provides a summary and analysis of Council's cash and investments for the period ending 30th April 2023 and 31st May 2023.

Background:

The investment portfolio consists of bank accounts and fixed rate interest bearing deposits. The portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Council's investment portfolio is not subject to share market volatility.

Comparisons are regularly made between existing investments with available products that are not part of Council's portfolio, but that meet Council's policy guidelines.

All investments at 30th April 2023 and 31st May 2023 are compliant with the Relevant Reference Documents and Policies listed later in this report.

Current Position:

Council at 31st May 2023 held a total of \$1,302,706.32 in on-call and interest bearing deposits with financial institutions within Australia. All investments are held with approved deposit taking institutions with a short term rating A-2(A2)/BBB or higher. Council does not have any exposure to unrated institutions.

30th April 2023

Investment Number	Date invested	Amount \$	Lodged With	Rate % per annum	Term	Due Date
General Fund Bank Account Balance		1,070,047.64	CBA			N/A
TOTAL		\$1,070,047.64				

31st May 2023

Investment Number	Date invested	Amount \$	Lodged With	Rate % per annum	Term	Due Date
General Fund Bank Account Balance		\$802,706.32	CBA			N/A
TD396363517	10.05.2023	\$500,000.00	AMP	4.95%	184 days	10/11/2023
TOTAL		\$1,302,706.32				

Relevant Reference Documents/Policies:

Local Government Act (NSW), 1993
 Local Government (General) Regulation 2021
 Ministerial Investment Order 5th January 2016

Investment Policy

Governance issues:

Nil

Environmental issues:

Nil

Financial Implications:

As per report

Alternative Solutions/Options:

Nil

Stakeholders:

Castlereagh Macquarie County Council

Constituent Councils

Residents of Constituent Councils

Financial Institutions

Certification – Responsible Accounting Officer

1. I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2021*, the *Investment Order (of the Minister) 5th January 2016* and Council's Investments Policy.
2. I hereby certify that Council's cash book and ledger have been reconciled to the bank statement as at the end of month.

Michael J Urquhart

General Manager – Responsible Accounting Officer

Conclusion:

As at 31st May 2023, Council's available cash and invested funds totalled \$1,302,706.32

Cash and Investment Reports – 30th April 2023 and 31st May 2023
<p>Recommendation:</p> <p>That the investment report for 30th April 2023 and 31st May 2023 be received and noted.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Nil

ITEM 6.4 PLANT REPLACEMENT STRATEGY

REPORTING SECTION: General Manager
AUTHOR: Michael Urquhart

Summary

This report is presented to Council in response to a Council resolution at the April 2023 Ordinary meeting, whereby Councillors requested a report on the changeover times for light motor vehicles.

Background

The General Manager in tabling the 2023/24 Operational budget and long-term Financial Plan reported to Council the replacement timelines for the light motor vehicle fleet had changed to every four (4) years to allow maximum utilisation and accommodate the long-term cash flows of the organisation. Councillors subsequently asked for a more detailed report on the change.

Council had previously adopted a quick changeover for light motor vehicles (diesel) which was set at two (2) years or 80,000 klms.

Current Position

In preparing the long-term financial plan the writer researched a number of fleet replacement/management strategies and subsequently developed a new light motor vehicle replacement strategy that would recognise better utilisation and replacement within the budget limitations.

Research shows that a “Rule of Thumb” replacement strategy for light motor vehicles is generally on the order of 100,000 to 160,000 kilometres or, 5 to 7 years, this of course will depend on the type of work carried out in the motor vehicle.

Fleet specialists say there is no one strategy for all fleet organisations, instead a strategy must be developed taking into consideration all aspects of fleet operation such as total cost of ownership, cash flows, financing, time frames for disposal and procurement and anticipated return on sale.

The Council motor vehicle fleet travel is generally off road or on unsealed roads which has a far greater wear and tear on the motor vehicle. This being the case the writer has chosen the bottom end of the scale for replacement with a 100,000 to 120,000 kilometres or 4 to 5 years changeover.

The strategy needs to be flexible in terms of minimising changeover and whole of life operating costs. The replacement will also depend upon market forces for new trade vehicles.

Relevant Reference Documents/Policies

Councils Procurement Policy
Local Government Act 1993 and Integrated Planning and Reporting legislation.
Local Government Act 1993
Local Government General Regulation 2021

Governance issues

Council must comply with the Local Government Act 1993 and Local Government General Regulation 2021 and Procurement Policy.

Stakeholders

Castlereagh Macquarie County Council
Constituent Councils
Ratepayers in the Castlereagh County Council area

Financial Implications

Provision is made in the Draft 2023/24 Operational Plan and LTFP 23/24 to 32/33 to replace motor vehicles in accordance with the new replacement strategy.

Conclusion

The new plant replacement strategy has a degree of flexibility that is centred around the organisations ability to finance replacement, minimise operating costs and to take advantage of replacement market forces.

Plant Replacement Strategy
<p>Recommendation:</p> <p>That the General Manager's report be received and noted.</p> <p>Moved:</p> <p>Seconded:</p>

ITEM 6.5 OPERATIONAL PLAN 23/24, STATEMENT OF REVENUE POLICY, LONG TERM FINANCIAL PLAN 23/24 TO 32/33, ASSET MANAGEMENT PLAN 23/24 TO 32/33 AND WORKFORCE PLAN

REPORTING SECTION: General Manager
AUTHOR: Michael Urquhart

Summary

This report recommends the Operational Plan 203/24, Statement of Revenue Policy, Long-term Financial Plan 23/24 to 32/33, Asset Management Plan 23/24 to 32/33 and Workforce Plan be formally adopted as required under the Local Government Act (1993).

Background

The abovementioned Plans were placed on exhibition on 3rd May 2023, and public comment invited with submissions closing at 4.30pm on the 30th May 2023.

Current Position

There were no submissions received during the exhibition period.

Relevant Reference Documents/Policies

Local Government Act 1993 and Integrated Planning and Reporting legislation.
Local Government Act 1993

Local Government General Regulation 2021

Governance issues

Council must comply with the Local Government Act 1993 and Integrated Planning and Reporting legislation.

Stakeholders

Castlereagh Macquarie County Council
Constituent Councils
Office of Local Government
Ratepayers in the Castlereagh County Council area

Financial Implications

Provision is made in the Draft 2023/24 Operational Plan and LTFP 23/24 to 32/33 to resource the control of Noxious Weeds in the County area in accordance with the Bio Security Act 2015.

Conclusion

The Operational Plan 2023/24, Asset Management Plan 23/24 to 32/33 have been on display for the statutory 28 days, and it is now recommended they be formally adopted.

Draft Operational Plan 2023/2024, Statement of Revenue Policy, long Term Financial Plan 23/24 to 32/33, Asset Management Plan 23/24 to 32/33 and Workforce Plan
<p>Recommendation:</p> <p>That Council after having considered any submissions received by the 30th May 2023, adopts the Draft Operational Plan for 2023/2024, Long term Financial Plan 23/24 to 32/33, Asset Management Plan 23/24 to 32/33 and Workforce Plan.</p> <p>Moved: Seconded:</p>

ITEM 6.6 MEMBER FEES< LOCAL GOVERNMENT RENUMERATION TRIBUNAL

REPORTING SECTION: General Manager
AUTHOR: Michael Urquhart

Summary:

This report sets out the Local Government Remuneration Tribunals range of fees for Councillors/Members and Mayor/Chairperson within each category for 2023/2024. The County Council section includes Castlereagh Macquarie County Council.

Background:

The Remuneration Tribunal in accordance with section 239 and 241 of the Local Government Act 1993 each year makes its determination for the annual fees payable to Chairperson's and Members of County Council's. Under sections 248 (4) and 249 (4) of the Act a Council that does not fix its fees must pay the appropriate minimum fee determined by the Remuneration Tribunal.

Current Position:

The tribunal has increased the fees for the forthcoming year by 3% in the minimum and maximum fees applicable to each category.

The table below sets out the new fee structure applicable for 2023/2024 and Council must now formally adopt fees within the range as shown. The Chairperson fee is paid in addition to the Member fee.

Category "County Councils" Fees	Category Minimum	Category Maximum
Chairperson	4,200	11,860
Member	1,960	6,490

Castlereagh Macquarie County Council has traditionally set the fees at a minimum for both Chairperson and Member.

Currently the annual fees payable to Members and the Chairperson for the 2022/2023 financial year are the minimum fee fixed at \$1,900 per annum for a Member, and an additional fee of \$4,080 for the Chairperson.

In making its determination, the Remuneration Tribunal reviewed the key economic indicators, including the Consumer Price Index and Wage Price Index, and had regard to budgetary limitations imposed by the Independent Pricing and Regulatory Tribunal rate pegging. It determined a 3 per cent increase per annum. The 3 per cent increase will apply to the minimum and maximum of the ranges for all existing categories.

Superannuation contribution payments

An amendment to the *Local Government Act 1993* permits Council to resolve on superannuation contribution payments to Councillors/Members, effective from 1 July 2022. This would be payable at the same frequency as the Councillor/Member fees (monthly) at the current rate of 11.0%, which is equivalent to amount under the Commonwealth superannuation legislation if the Councillor/Member were an employee of the Council. The rate will increase by 0.5% percent each year until 1 July 2025 when it reaches 12%. This payment is in addition to Councillor/Member fees.

In order to make a superannuation contribution payment, Council in June 2023 formally resolved to pay the superannuation contribution to its members, effective the 1st July 2022.

A Councillor who does not wish to receive a superannuation contribution payment, may agree in writing to forgo or reduce the payment.

Councillors had to nominate a superannuation account before 30 June 2022. *Superannuation account* means an account for superannuation or retirement benefits from a scheme or fund to which the Commonwealth superannuation legislation applies.

Relevant Reference Documents/Policies:

Local Government Act 1993

Local Government Tribunal Annual Report and Determination 27th April 2023.

Governance issues:

Council is obliged to adopt a Chairperson and Member fee for the forthcoming financial year in accordance with the provisions as set out in the Local Government Act 1993.

Environmental issues:

Nil

Stakeholders:

Castlereagh County Council

Castlereagh County Council Members'

Financial Implications:

The 2023/24 Operational Plan has made provision for the Member fees of \$18,619 (\$981 adjustment required at September QBR) and a Chairperson fee of \$4,010 pa (Adjustment of \$190 required at September QBR). A superannuation allocation of \$2,489 has been made for 23/24.

Alternative Solutions/Options:

Council may adopt an alternate fee, but not higher than the maximum fee as prescribed by the Remuneration Tribunal for the relevant category.

Conclusion:

The report recommends that Council adopt the minimum fee for Members and Chairperson for 2023/2024.

Member Fees Local Government Remuneration Tribunal
<p>Recommendation:</p> <p>That the member fee be set at the minimum level set by the Local Government Remuneration Tribunal for a County Council Category</p> <p>(a) The member fee for 2023/2024 be fixed at \$1,960.00</p> <p>(b) The Chairperson fee for 2023/2024 be fixed at \$4,200.00</p> <p>(c) Makes a superannuation contribution payment of 11% to its Councillors/Members in accordance with section 254B of the <i>Local Government Act 1993</i>.</p> <p>Moved:</p> <p>Seconded:</p>

ITEM 6.7 IMPORTANT DATES – UPCOMING MEETINGS AND EVENTS

REPORTING SECTION: General Manager
AUTHOR: Michael Urquhart

Summary:

A list of upcoming meetings and events is provided for Councillors information.

Background:

This report provides Councillors with an overview of upcoming meetings and events that Castlereagh Macquarie County Council staff are involved in.

Current Position:

Councillors are requested to raise any queries prior to the meetings listed.

Conclusion:

Provided there are no changes it is appropriate to receive and note the information.

Important Dates For Councillors - Upcoming Meetings & Events
<p>Recommendation:</p> <p>That Council receive and note the list of upcoming meetings and events.</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Calendar of events 2023

IMPORTANT DATES - Upcoming Meetings and Events - 2023

DATE	MEETING/FUNCTION	LOCATION	NOTES
23 rd June 2023	Warren P & A Show	Warren	Bio Security Officers
26 th June 2023	CMCC Council Meeting	Coonamble Shire Council Chambers	Councillors, GM & Senior Bio Security Officer
26 th to 30 th July 2023	Lightning Ridge Opal Festival	Lightning Ridge	Senior Bio Security Officer & Staff
3 rd August 2023	North West Regional Meeting	Moree	Senior Bio Security Officer
7 th – 11 th August 2023	NSW Weeds Conference	Dubbo	Councillors, GM & Senior Bio Security Officer
22 nd & 23 rd August 2023	Ag Quip	Gunnedah	Senior Bio Security Officer & Staff
28 th August 2023	CMCC Council Meeting	Coonamble Shire Council Chambers	Councillors, GM & Senior Bio Security Officer
6 th September 2023	Parthenium Taskforce Meeting	Moree	Senior Bio Security Officer
10 th October 2023	Central West Regional Meeting	Dubbo	Senior Bio Security Officer
26 th October 2023	Central West Hudson Pear Taskforce Meeting	Coonamble & onsite Quanda	Senior Bio Security Officer
30 th October 2023	CMCC Council Meeting	Coonamble Shire Council Chambers	Councillors, GM & Senior Bio Security Officer
31 st October 2023	North West Regional Meeting	TBC	Senior Bio Security Officer
5 th December 2023	Central West Regional Meeting	TBC	Senior Bio Security Officer
18 th December 2023	CMCC Council Meeting	Coonamble Shire Council Chambers	Councillors, GM & Senior Bio Security Officer



AGENDA FOR CLOSED COUNCIL MEETING

Monday, 26th June 2023

NOTICE IS HEREBY GIVEN pursuant to clause 7 of Council's Code of Meeting Practice that the Council Meeting of Castlereagh Macquarie County Council will be held at the Coonamble Shire Council Chambers on **26th June 2023** to discuss the items listed in the Agenda

Michael Urquhart
GENERAL MANAGER

AGENDA

7. MOVE INTO CLOSED SESSION

MOVE INTO CLOSED SESSION
<p>Time:</p> <p>That the public be excluded from the meeting pursuant to Sections 10A (2) (a) of the Local Government Act 1993 on the basis that the items deal with:</p> <p>(a) personnel matters concerning particular individuals (other than councillors)</p> <p>Moved: Seconded:</p>

8. CONFIDENTIAL REPORTS/CLOSED COUNCIL MEETING

8.1 Report from Chairperson

- 8.1.1 General Manager Half Yearly Performance Review**
- 8.1.2 Employment Contract Mr M Urquhart – Part Time General Manager**

9.2 Report from Chairperson

- 9.2.1 Council Administration Support**

9. RETURN TO OPEN SESSION

Return to Open Session
<p>Recommendation:</p> <p>That Council return to open session</p> <p>Moved:</p> <p>Seconded:</p>

10. ADOPTION OF CLOSED SESSION REPORTS

Adoption of Closed Session Reports
<p>Recommendation:</p> <p>That Council adopt the recommendations of the Close Committee Reports.</p> <p>Moved:</p> <p>Seconded:</p>

11. BIOSECURITY REPORT

ITEM 11.1 QUARTERLY BIOSECURITY REPORT

REPORTING SECTION: Biosecurity Control Works
AUTHOR: Andrea Fletcher

Summary:

The attached report provides an update of biosecurity matters in the County Council area.

Background:

Council has an obligation in accordance with the Biosecurity Act 2015 to prevent, eliminate, minimise and manage biosecurity risks in the County Council local government area.

Current Position:

Castlereagh Macquarie County Council provides funding to resource its obligation in accordance with the Biosecurity Act 2015, and the adopted Delivery Program and Operational Plan set out the activities, objectives and performance measures necessary for compliance.

Governance issues:

Biosecurity Act 2015
Local Government Act 1993

Environmental issues:

Any environmental issues are detailed in the attached update.

Stakeholders:

Castlereagh Macquarie County Council
Constituent Councils
County Council LGA Ratepayers

Financial Implications:

Control and compliance operational expenditure matters are funded from the annual operational budget.

Alternative Solutions/Options:

There are no alternate options.

Conclusion:

The Senior Biosecurity Officer submits the attached report for Councils information.

Quarterly Biosecurity Report
<p>Recommendation:</p> <p>That the report be received and noted</p> <p>Moved:</p> <p>Seconded:</p>

Attachments:

Senior Biosecurity Officer Information on control activities.

Senior Biosecurity Report May 2023

Parkinsonia

Ground control for Parkinsonia was carried out W/C May 15, 2023.

Control works were completed in 1 week via helicopter. It is estimated using vehicle and side by side this would have taken 1 month and some areas would not have been accessible.

Approximately 3000 Parkinsonia plants were treated with Access and diesel along the Barwon and Narran rivers.



Hudson Pear Calrose / Hollywood travelling stock reserve.

Castlereagh Macquarie, Local Land services and adjoining land owners met on Tuesday 6th June to do a walk through the TSR inspecting Hudson Pear. A total of 17 people attended, 7 small Hudson Pear plants and 1 tiger pear plant was found. Plants were treated and coordinates recorded.

Adjoining landowners were extremely happy with the attendance and the outcome. This exercise will take place every three months aiming for eradication.





The new Hudson Pear Cacti Control Coordinator, Todd Pallister started his role on Monday 5th June. Todd is employed by Local Land Services and will be working closely with all stakeholders to oversee on-going strategic control programs on Hudson pear across the North West.



Cactus Quarterly

AUTUMN 2023

IN THIS ISSUE

LATEST NEWS

- Hudson Pear in the spotlight with a new funding package
- The Prickly Pear Story revisited

TOURISM

RESOURCES TO HELP WITH IDENTIFICATION

- Crime Stoppers
- Weed Wise

NETWORKS

EVENTS

CACTI RESOURCES

NORTHWEST REGIONAL WEEDS OFFICERS

FURTHER INFORMATION



Castlereagh Macquarie County Council

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Mat Savage

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LATEST NEWS

Hudson Pear in the spotlight with a new funding package

A new \$2.6 million program was announced in Lightning Ridge on Monday 12th December with the aim of getting on top of rapidly growing infestations of Hudson Pear within the region. The investment takes a multi-pronged approach to achieve the best outcome and ensure that all land managers and owners are supported and engaged with the process. Between now and 2027, the funding will:

- Enable the engagement of spraying contractors to assist landowners and land managers to spray existing and new outbreaks of Hudson Pear infestations,
- Provide a local landowner chemical supply program,
- Employ a Cacti Coordinator to assist the community in containing the spread, and
- Employ a Biosecurity Field Officer on the ground spraying.

In order to ensure the funding could 'hit the ground running', on the 1st March 2023 North West Local Land Services contracted Castlereagh Macquarie County Council (CMCC) to manage its delivery of the Hudson Pear Control initiative up until 30th June 2023.

Since then, CMCC has conducted a comprehensive aerial inspection over outlying and core infestations at Lightning Ridge, Cumborah, Grawin and Narran Lakes Reserve covering approximately 50,000 hectares. This enabled precise coordinates and mapping for on-ground spray work.

Professional spray contractors have been engaged and have been on the ground spraying since March 20th, with 7,500 hectares covered across the Lightning Ridge and Cumborah areas as at the 17th April. The local landowner chemical supply has also been initiated.

CMCC Biosecurity Officers have been engaging with landholders and the community to hear their issues or concerns and to provide support with integrated control options including biological, contract spraying, landowner chemical supply program and the overall best practice management. This process will continue throughout the program to ensure that all options for control of this invasive cacti are used to their best advantage by all landowners and managers.

The Local Landholder Chemical Supply Program and the Local Landholder Contract Spray Program is now available and we encourage any landowner/manager with Hudson Pear infestations or concerns to contact us so we can make the most of this unique funding opportunity.

Andrea Fletcher-Dawson - Castlereagh Macquarie County Council

12. QUESTIONS FOR NEXT MEETING

13. CONFIRMATION DATE OF NEXT MEETING

Date: 28th August 2023

14. CLOSE OF MEETING

Time: