



Meeting of Riverina Water County Council

The meeting will be held in the Riverina Water Board Room,
91 Hammond Ave, Wagga at 9:30 am on Wednesday, 16
December 2020

Meeting Agenda

Live Streaming of Council Meetings

Riverina Water advises that Council meetings are live streamed on Council's website www.riverinawater.nsw.gov.au. Visitors in the public gallery are advised that their voice and/or image may form part of the webcast. By remaining in the public gallery it is assumed your consent is given in the event your image or voice is broadcast.

Acknowledgement of Country

Livestreaming of Meeting

Apologies

Declaration of pecuniary and non-pecuniary interests

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Minutes of Board Meeting 28 October 2020

Correspondence

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R1 List of Investments

Organisational Area Corporate Services

Author Kate Pellow, Finance Officer

Summary The report details Council's external investments for October and November 2020.

RECOMMENDATION that the report detailing Council's external investments for the months of October and November 2020 be received.

Report

In accordance with the provisions of Clause 19(3) of the Local Government (Financial Management) Regulation 1993, I report details of the Council's external investments as at 31 October 2020 and 30 November 2020 as follows:

- › **R1.1 Investment Report - October 2020** [↓](#) 
- › **R1.2 Investment Report - November 2020** [↓](#) 

Financial Implications

This report is financial by virtue of its subject matter and is critical to reporting to the board the status of investments placed by staff in accordance with the relevant investment policy. The report reflects favourably on the performance of Council's investments.

Risk Considerations

Financial	
Avoid	Council will endeavour to ensure that its financial sustainability is protected at all times and avoid proposals that may impact negatively.

Monthly Investment Report as at 31/10/2020

Investment	Inception Date	Term (Days)	Maturity Date	S&P Rating	Interest Rate (%)	Percentage of Portfolio	Principal Value	Market Value
Term Deposits								
AMP	17/07/2020	367	19/07/21	A-2	1.00	8.500%	\$2,500,000.00	\$2,500,000.00
BOQ	6/05/2020	365	06/05/21	A-2	1.40	8.500%	\$2,500,000.00	\$2,500,000.00
Auswide Bank	8/07/2019	735	12/07/21	A-2	2.05	5.100%	\$1,500,000.00	\$1,500,000.00
AMP	12/11/2019	366	12/11/20	A-2	1.65	3.400%	\$1,000,001.00	\$1,000,001.00
National Australia Bank	7/07/2020	365	07/07/21	A-1+	0.95	6.800%	\$2,000,000.00	\$2,000,000.00
MyState Bank	28/10/2020	365	28/10/21	A-2	0.65	3.400%	\$1,000,000.00	\$1,000,000.00
Auswide Bank	15/08/2019	1096	15/08/22	BBB+	1.86	6.800%	\$2,000,000.00	\$2,000,000.00
AMP	30/03/2020	548	29/09/21	A-2	1.85	6.800%	\$2,000,000.00	\$2,000,000.00
AMP	14/09/2020	365	14/09/21	A-2	0.60	3.400%	\$1,000,000.00	\$1,000,000.00
National Australia Bank	8/07/2019	569	27/01/21	A-1+	1.85	6.800%	\$2,000,000.00	\$2,000,000.00
Auswide Bank	17/06/2019	731	17/06/21	A-2	2.22	5.100%	\$1,500,000.00	\$1,500,000.00
Auswide Bank	27/02/2020	546	26/08/21	A-2	1.75	8.500%	\$2,500,000.00	\$2,500,000.00
BOQ	17/08/2020	730	17/08/22	BBB+	0.95	5.100%	\$1,500,000.00	\$1,500,000.00
BOQ	14/10/2020	729	13/10/22	BBB+	0.80	6.800%	\$2,000,000.00	\$2,000,000.00
						78.20%	\$25,000,001.00	\$25,000,001.00
Cash Deposit Account								
T Corp				A-1+	0.83	15.00%	\$4,411,715.75	\$4,411,715.75
						15.00%	\$4,411,715.75	\$4,411,715.75
TOTAL INVESTMENTS						93.20%	\$29,411,716.75	\$29,411,716.75
Cash at Bank								\$281,383.69
TOTAL FUNDS								\$29,693,100.44

CERTIFICATE

I hereby certify that the investments listed above have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investments Policy number POL 1.23.



E Tonacia

MANAGER CORPORATE SERVICES

Application of Investment Funds

Restricted Funds	Description	Value
Externally Restricted	LIRS Loan Funds	\$0.00
		\$0.00
Internally Restricted	Employee Leave Entitlements (50% of ELE)	\$2,653,331.76
	Plant Replacement	\$911,317.33
	Loan Funds	\$0.00
	Sales Fluctuation	\$3,000,000.00
	Water Treatment Plant	\$228,250.00
		\$6,792,899.09
Unrestricted Funds		\$22,900,201.35
TOTAL FUNDS		\$29,693,100.44

* Externally & Internally Restricted Reserve figures are subject to final adjustment and external audit at 30 June each year.

Report

The investment portfolio increased by \$51,940.24 for the month. The increase was due to income in October being higher than expenditure.

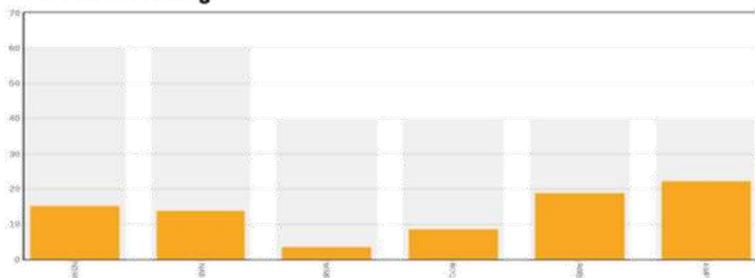
Portfolio Performance

For the month of October, the portfolio (excluding cash) provided a return of +0.12% (actual), outperforming the benchmark Ausbond Bank Bill Index return by +0.11% (actual). The outperformance continues to be anchored by a combination of those longer-dated deposits locked-in for a term of 12 months or longer.

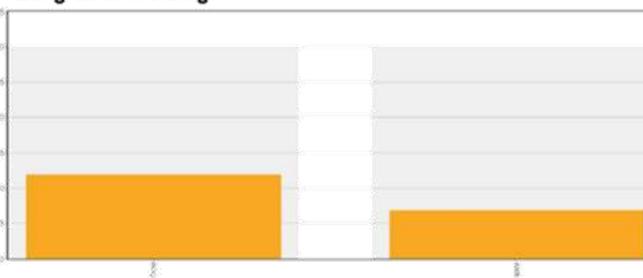
Counterparty Compliance

The below graphs compare investments with each financial institution to the limits included in Council's Investment Policy

Short-term Holdings



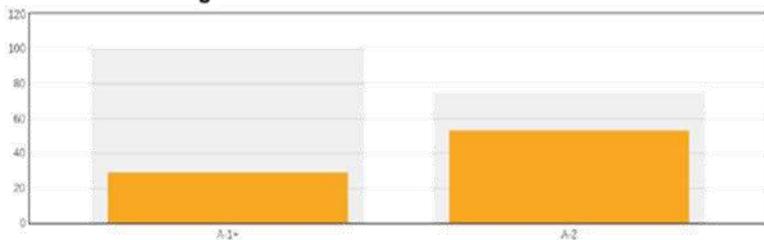
Long-term Holdings



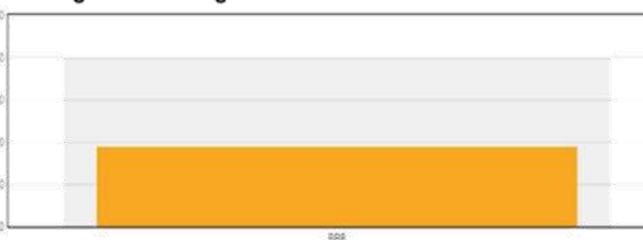
Credit Quality Compliance

The below graphs compare investments with each investment rating category to the limits included in Council's Investment Policy

Short-term Holdings

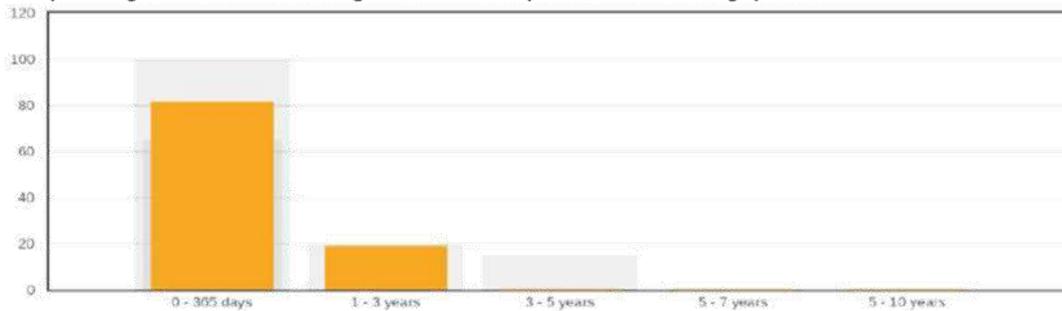


Long-term Holdings



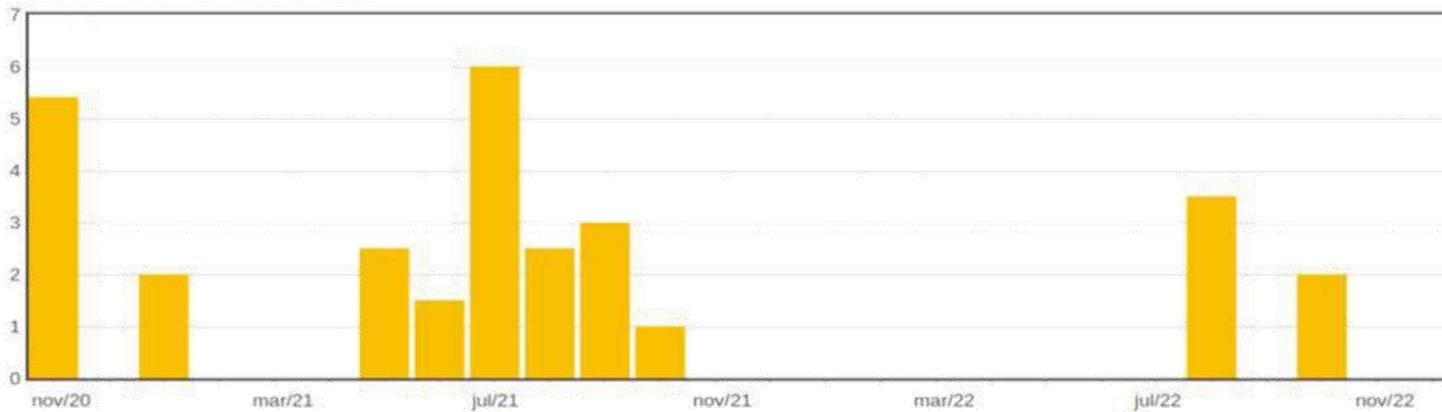
Term to Maturity

The percentage of investments maturing over the next ten years is detailed in the graph below



Maturity Cashflow

When investments will mature over time



Monthly Investment Report as at 30/11/2020

Investment	Inception Date	Term (Days)	Maturity Date	S&P Rating	Interest Rate (%)	Percentage of Portfolio	Principal Value	Market Value
Term Deposits								
AMP	17/07/2020	367	19/07/21	A-2	1.00	9.220%	\$2,500,000.00	\$2,500,000.00
BOQ	6/05/2020	365	06/05/21	A-2	1.40	9.220%	\$2,500,000.00	\$2,500,000.00
Auswide Bank	8/07/2019	735	12/07/21	A-2	2.05	5.532%	\$1,500,000.00	\$1,500,000.00
National Australia Bank	7/07/2020	365	07/07/21	A-1+	0.95	7.376%	\$2,000,000.00	\$2,000,000.00
MyState Bank	28/10/2020	365	28/10/21	A-2	0.65	3.688%	\$1,000,000.00	\$1,000,000.00
Auswide Bank	15/08/2019	1096	15/08/22	BBB+	1.86	7.376%	\$2,000,000.00	\$2,000,000.00
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BOQ	14/10/2020	729	13/10/22	BBB+	0.80	7.376%	\$2,000,000.00	\$2,000,000.00
						81.14%	\$24,000,000.00	\$24,000,000.00
Cash Deposit Account								
T Corp				A-1+	0.90	11.48%	\$3,114,026.65	\$3,114,026.65
						11.48%	\$3,114,026.65	\$3,114,026.65
TOTAL INVESTMENTS						92.62%	\$27,114,026.65	\$27,114,026.65
Cash at Bank								\$1,099,131.21
TOTAL FUNDS								\$28,213,157.86

CERTIFICATE

I hereby certify that the investments listed above have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investments Policy number POL 1.23.



E Tonacia

MANAGER CORPORATE SERVICES

Application of Investment Funds

Restricted Funds	Description	Value
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		<u>\$0.00</u>
Internally Restricted	Employee Leave Entitlements (50% of ELE)	\$2,653,331.76
	Plant Replacement	\$1,353,128.30
	Loan Funds	\$0.00
	Sales Fluctuation	\$3,000,000.00
	Water Treatment Plant	\$228,250.00
		<u>\$7,234,710.06</u>
Unrestricted Funds		\$20,978,447.80
TOTAL FUNDS		\$28,213,157.86

* Externally & Internally Restricted Reserve figures are subject to final adjustment and external audit at 30 June each year.

Report

The investment portfolio decreased by \$1,479,942.58 for the month. The decrease was due to income in November being higher than expenditure.

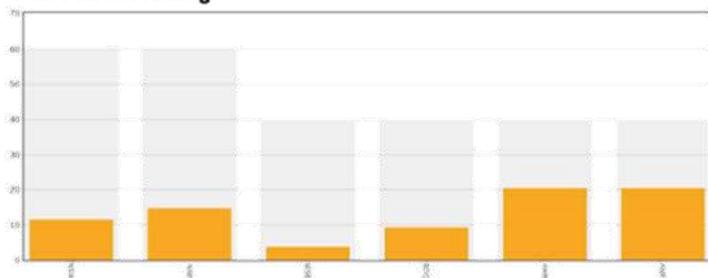
Portfolio Performance

For the month of November, the portfolio (excluding cash) provided a return of +0.12% (actual), outperforming the benchmark Ausbond Bank Bill Index return by +0.11% (actual). The outperformance continues to be anchored by a combination of those longer-dated deposits locked-in for a term of 12 months or longer.

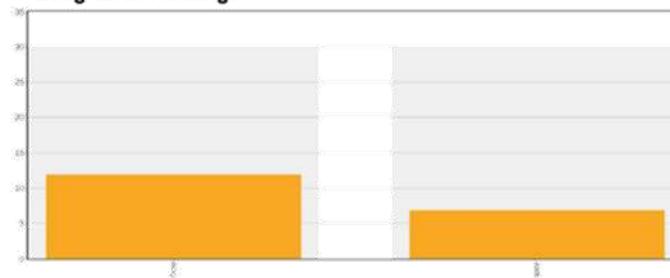
Counterparty Compliance

The below graphs compare investments with each financial institution to the limits included in Council's Investment Policy

Short-term Holdings



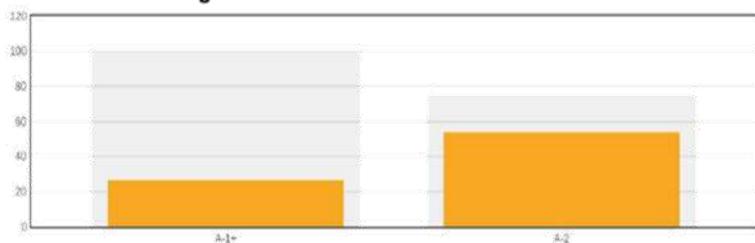
Long-term Holdings



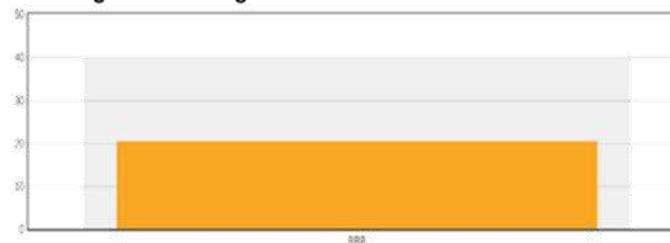
Credit Quality Compliance

The below graphs compare investments with each investment rating category to the limits included in Council's Investment Policy

Short-term Holdings

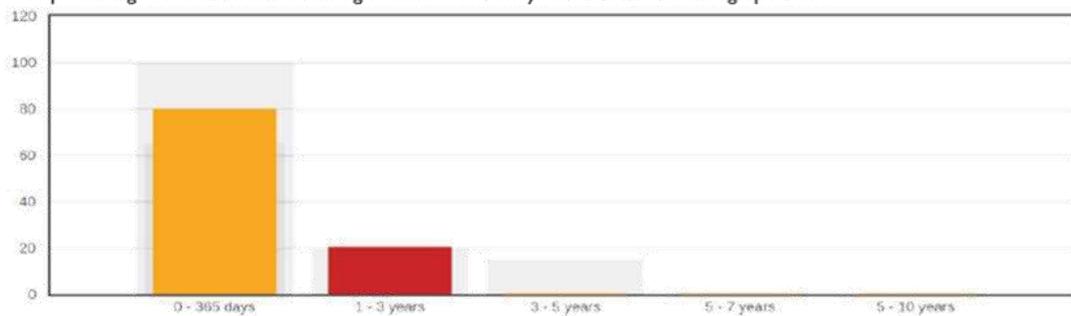


Long-term Holdings



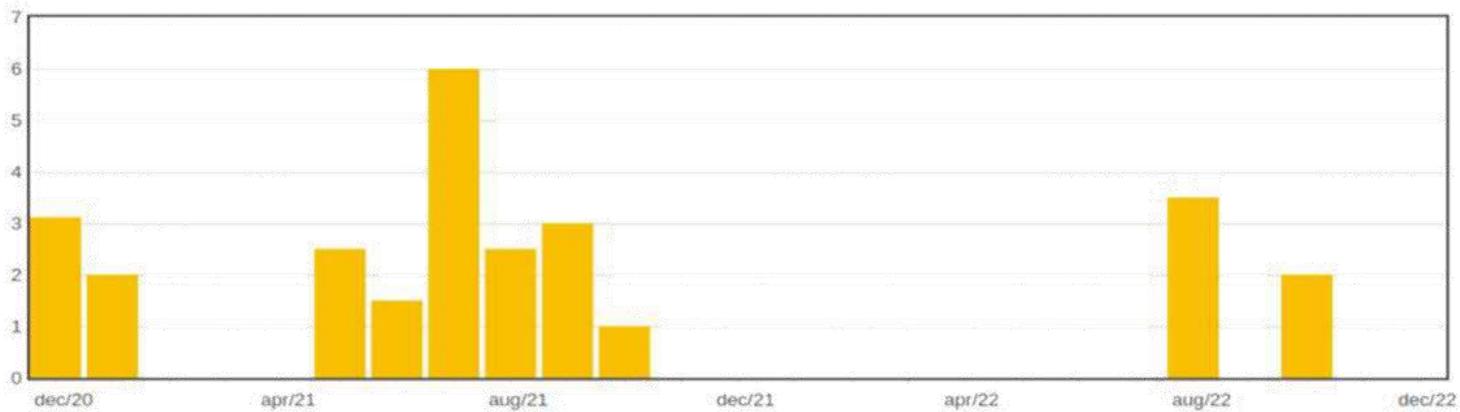
Term to Maturity

The percentage of investments maturing over the next ten years is detailed in the graph below



Maturity Cashflow

When investments will mature over time



R2 Drought Relief Assistance

Organisational Area Corporate Services

Author Emily Tonacia, Manager Corporate Services

Summary In December 2018 a 12-month Drought Relief Package was introduced that provided financial assistance to those customers whose residence was not able to be connected to a reticulated water supply. The relief was offered via certain discounts on Council operated standpipes. Due to the continuing conditions, the assistance was extended until 31 December 2020.

RECOMMENDATION that Council:

- a) Receive and note the report detailing the success of the Drought Relief Assistance package; and
- b) Endorse that the Drought Relief Assistance package will end at 31 December 2020, with no further extension to be granted.

Report

In December 2018 Council introduced a 12-month Drought Relief Package that provided financial assistance to those Riverina Water customers whose residence is not able to be connected to a reticulated water supply. This relief was granted via certain discounts on the access and usage of Council operated standpipes.

Eligible residents were issued an electronic key at a reduced cost of \$100 (current cost is \$295) and any water used is charged at the flat price of \$1.46kl (as opposed to the current price of \$3.24kl).

In December 2019, due to the continuing extreme conditions, the relief package was extended until 31 December 2020.

Since inception 43 customers have been granted assistance under the package. Nine (9) water filling station keys have been issued directly to eligible customers, with thirty-four (34) customers accessing the assistance via a water carrier.

Total consumption under the assistance package at 30 November 2020 was 11,893kl. At the reduced rate of \$1.46kl this equates to a combined saving of \$21,169.

Given that conditions have eased and it is expected that rainfall will be well above average over the next 12 months, it is proposed that no further extension of the assistance package be applied.

Financial Implications

Not Applicable.

Risk Considerations

Financial	
Avoid	Council will endeavour to ensure that its financial sustainability is protected at all times and avoid proposals that may impact negatively.

R3 Draft Media Policy

Organisational Area General Manager

Author Josh Lang, Community Engagement Officer

Summary A draft Media Policy has been developed as per its requirement in the Community Engagement Strategy 2019-20.

RECOMMENDATION that Council:

- a) Endorse the draft Media Policy and place it on public exhibition from Thursday 17 December until noon, Friday 29 January 2021 and invite public submissions on the draft policy during that period.
- b) Receive a further report following the public exhibition and submission period:
 - i. Addressing any submissions made in respect of the draft Media Policy
 - ii. Proposing adoption of the policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period.

Report

Riverina Water adopted the Community Engagement Strategy 2019-21 at the 26 June 2019 board meeting.

As per action item 10.1, Riverina Water is to develop and implement a Media Policy.

A draft policy has been developed to include best practice and to formalise existing processes already taking place.

The draft policy is clear and concise, with key spokespersons identified and the flexibility for other Council representatives to provide public comment as required.

In addition, the draft policy centralises media enquiries through the Community Engagement Officer to give media agencies a point of contact and continue to build relationships between the media and Riverina Water.

An extended public exhibition period has been proposed due to the Christmas-New Year period to provide adequate opportunity for submissions.

› **R3.1 Draft Media Policy** [↓](#) 

Financial Implications

There are no financial implications associated with implementing the Policy.

Risk Considerations

Reputation	
Averse	Council is averse to taking risks that may adversely impact its reputation.



Media Policy

Purpose

The purpose of this policy is to outline the responsibilities of Council officials with regard to interactions with the media.

Policy Statement

Communicating with the community via the media is an important part of achieving Council's broader objectives and commitment to transparency.

This policy provides a clear framework for facilitating media enquiries and the process for authorising Council officials to represent the organisation by making public comment.

Media agencies are an important partner in reaching customers and the community, and this policy is designed to facilitate that process in an efficient manner.

Scope

This policy applies to Board Members, staff, delegates and contractors of Council.

Definitions

Council officials Board members, staff, delegates and contractors of Council

Media	All print, broadcast and digital mediums accessible to the public
Authorised spokesperson	Council officials who are permitted to make comment to a journalist or media organisation as per this policy.
Media enquiry	Any request for comment or information by the media

Principles

Any comment to a journalist or member of a media organisation is to be consistent with Council's Code of Conduct and accurately reflect the values and decisions of Council.

Data and document control

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Author: Joshua Lang

Version 1.0

Last revised date 19/11/2020

EDRMS #

Next scheduled review: October 2021



Only an authorised spokesperson may be interviewed by the media or provide approved responses.

Authorisation

The Chairperson, General Manager and Director Engineering are Council's authorised spokespersons.

Other staff and representatives may be authorised by the General Manager and/or Director Engineering as a spokesperson to comment in the media on behalf of Council.

Facilitation of interactions with the media

Council's Community Engagement Officer is the primary contact for all media agencies.

Staff who are directly approached by a media agency should refer the journalist or media organisation to contact Council's Community Engagement Officer.

Commitment to providing information

Media enquiries will be facilitated as soon as possible, dependent on the complexity of the request and availability of Council officials to comment.

Council will not comment on certain matters such as confidential items, an investigation in process or matters not in the public interest. If required, the issue may be subjected to the public interest test Government Information (Public Access) Act 2009 (GIPA Act) to determine what information should/can be released, or information may be withheld to avoid potential defamation/privacy breaches.

Policy Implementation

Council officials will be made of the protocols set out in this policy and it will be available on the staff intranet and Council's website.

Media agencies are encouraged to follow this policy's principles so as to ensure a response to their enquiry in an efficient and effective manner.

Data and document control

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Author: Joshua Lang

Version 1.0

Last revised date 19/11/2020

EDRMS #

Next scheduled review: October 2021



Non Compliance

Non-compliance with adopted policy may be considered a breach under the Code of Conduct. As such, any suspected or known non-compliance will be reported to the General Manager.

Policy number	TBD
Responsible area	General Manager
Approved by	Resolution number TBD
Approval date	TBD
Legislation or related strategy	Defamation Act 2005 Copyright Act 1968 Local Government Act 1993 Government Information (Public Access) Act 2009
Documents associated with this policy	Community Engagement Strategy Code of Conduct Privacy Management Policy
Policy history	N/A

Policy details may change prior to review date due to legislative or other changes, therefore this document is uncontrolled when printed. This policy will be revised following the commencement of a new Board.

END OF POLICY STATEMENT

Data and document control

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Author: Joshua Lang

Version 1.0

Last revised date 19/11/2020

EDRMS #

Next scheduled review: October 2021

R4 Fluoridation and Water Quality Policies

Organisational Area Operations

Author Jason Ip, Manager Operations

Summary This report proposes the finalisation for the adoption of the (updated) Fluoridation and the (new) Drinking Water Quality Policies.

RECOMMENDATION that Council approve the:

- a) (updated) Fluoridation Policy
- b) (new) Drinking Water Policy

Report

Council at its meeting on the 26 August resolved to place both documents on public exhibition.

The following channels were used to ensure effective public exhibition (between 27 August to 25 September 2020).

- Public notice advertised in The Daily Advertiser and Border Mail
- Published on Riverina Water's social media channels (total post reach: 853, total post engagements: 31)
- Available on Riverina Water's website with the ability to make online submissions

No submissions were received regarding the (updated) Fluoridation Policy or the (new) Water Quality Policy.

Note: there were two tweets regarding the (updated) Fluoridation Policy (one from a user based in Slovenia, the other was only a retweet with no comment from an Australian anti-fluoride campaigner). These were not regarded as legitimate submissions.

- › **R4.1 (New) Water Quality Policy** [↓](#) 
- › **R4.2 (Updated) Fluoridation Policy** [↓](#) 

Financial Implications

There are no financial implications associated with the adoption and implementation of the Policy and Plan.

Risk Considerations

Service Delivery	
Avoid	Council will avoid taking on any risks which may compromise water quality.



Policy #TBA – Drinking Water Quality Policy

Purpose

For Riverina Water County Council (Riverina Water) provides this commitment to the sustainable management and supply of safe, high quality drinking water.

The policy provides a basis for:

- 1) the management and operation of Riverina Water's water supply activities involving sourcing water, water treatment processes, water storages, pumping and distribution systems,
- 2) promotion and awareness of its employees and contractors to be responsible for understanding, implementing and continuously improving council's activities and management systems associated with drinking water quality
- 3) demonstrating compliance with NSW Public Health Act 2010 and the Public Health Regulation 2012 that requires drinking water suppliers (such as local government water utilities) to develop and adhere to a 'quality assurance program' (or drinking water management system) from 1 September 2014.

Policy Statement

Riverina Water is committed to providing safe, high quality drinking water, which consistently meets or exceeds the 2011 Australian Drinking Water Guidelines (ADWG), consumer and other regulatory requirements.

Riverina Water will implement and maintain a drinking water management system (DWMS) consistent with the *Australian Water Guidelines* to effectively manage the risks to drinking water quality, and to meet its governance requirements under NSW Health Act 2010.

Scope

This policy covers potable water produced and managed by Riverina Water, through its water supply assets and facilities up to and including the customers' meter.

Note: Potable water supplied by Riverina Water and into private assets (i.e. Past the customers' meter is the responsibility of the property owner).

Data and document control

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Author: Jason Ip, Manager Operations

Version **DRAFT 1.0**

Last revised date

EDRMS # **TBA**

Next scheduled review **TBA**



Riverina Water's Drinking Water Management System (DWMS) has been developed to meet current water quality governance requirements, and supersedes Council's previous water quality management system, namely its Hazard Analysis and Critical Control Points (HACCP) system originally introduced in 2006.

The Public Health Act 2010 requires all drinking water suppliers to implement a [quality assurance program for the safe supply of drinking water](#) from 1st September 2014.

Stakeholders associated with this policy include:

- Riverina Water's Board Members
- State Government Regulators:
 - NSW Health,
 - NSW Department of Planning, Industry and Environment (DoPIE)
 - NSW Office of Local Government
- Constituent Local Government Councils as defined under Riverina Water's Proclamation, consisting of:
 - Wagga Wagga City Council
 - Lockhart Shire Council
 - Federation Council
 - Greater Hume Council
- Riverina Water's customers and consumers
- Riverina Water's employees and contractors

Definitions

DWMS – Drinking Water Management System

ADWG – Australian Drinking Water Guidelines (2011), NHMRC

HACCP – Hazard Analysis Critical Control Point

CCP – Critical Control Point: A CCP is an activity, procedure or process that is critical to control a water quality hazard. CCPs must be monitored regularly, ideally continuously, to ensure the effectiveness of barriers.

Data and document control

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Author: Jason Ip, Manager Operations

Version **DRAFT 1.0**

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EDRMS # **TBA**

Next scheduled review **TBA**



OCP – Operational Control Point: An OCP is an activity, procedure or process that supports CCPs to control a water quality hazard(s). OCPs are also generally not critical to health and more related to water physical properties and aesthetics.

PHU - Public Health Unit

Principles

To achieve this commitment, and in partnership with stakeholders and relevant agencies, Riverina Water will:

- Manage water quality at all points along the delivery network from the source water to the consumer's tap, by using a risk-based approach in which potential risks to water quality are to be identified and made explicit and managed to minimise any threat to drinking water quality.
- Integrate the needs and expectations of our consumers, stakeholders, regulators and employees into our planning.
- Retain regular monitoring of the quality of drinking water and effective reporting mechanisms to provide relevant and timely information, and promote confidence in the water supply and its management to consumers.
- Maintain an appropriate contingency planning and incident response capability.
- Ensure that employees and contractors involved in the supply and treatment of drinking water are appropriately trained and understand their responsibility for ensuring that water quality is protected.
- Participate in appropriate research and development activities to ensure continued understanding of drinking water quality issues and efficient operation of water supply schemes.
- Align our water quality systems and processes with the DWMS's framework's proactive and multibarrier approach with industry's best practice in water quality management.
- Proactively seek and contribute to our industry's best practice for drinking water quality management and practices
- Continually improve our management practices by assessing performance against corporate commitments, state government based performance indicators and stakeholder expectations.

Data and document control

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Author: Jason Ip, Manager Operations

Version **DRAFT 1.0**

Last revised date

EDRMS # **TBA**

Next scheduled review **TBA**



Policy Implementation

Riverina Water will support this Policy by:

- Maintaining Council's Drinking Water Quality Management System (DWMS).
- Assessing risks, and if necessary, test for indicator organisms, pathogens, cyanobacteria, pesticides, disinfection by-products, per- and poly-fluoroalkyl substances (PFAS), other organic compounds and radiological contamination as outlined in NSW Drinking Water Monitoring Program
- Implementing appropriate operations and management procedures for water supply.
- Conducting regular Water Quality Committee Meetings as described in DWMS, Section 14.2
- Reporting on the supply of safe drinking water to NSW Health and NSW Department of Planning Industry and Environment
- Actively engaging with key stakeholders (customers and regulators) and industry peak organisations including the NSW Water Directorate
- Ensuring relevancy and currency of appropriate water quality training to employees
- Promoting awareness of employee's responsibilities and accountabilities with regards to water quality
- DWMS to be reviewed annually and a report provided to NSW Local Public Health Unit (PHU)

Non Compliance

Non-compliance with Acts, Regulations and Standards, Guidelines and Procedures associated with Riverina Water's drinking water management programmes may lead to:

- 1) NSW Health's direct intervention into Riverina Water's management and water supply operations
- 2) Affect safety to Riverina Water's customers and the general public
- 3) May be considered a breach under the Code of Conduct and as such, any suspected or known non-compliance will be reported to the General Manager.

Data and document control

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Author: Jason Ip, Manager Operations

Version **DRAFT 1.0**

Last revised date

EDRMS # **TBA**

Next scheduled review **TBA**



References

- NSW Public Health Act 2010:
<https://www.legislation.nsw.gov.au/#/view/act/2010/127/full>
- NSW Public Health Regulation 2012:
<https://www.legislation.nsw.gov.au/#/view/regulation/2012/311/sch3>
- Riverina Water's Drinking Water Management System (DWMS): <G:\DWMS Documents\DWMS Plan\DWQMP Riverina Feb 2019.pdf>
- NSW Health Guidelines for Drinking Water Management Systems (2013):
<https://www.health.nsw.gov.au/environment/water/Pages/NSW-guidelines-for-drinking-water-management-systems.aspx>
- NSW Health Critical Control Points for Drinking Water Management Systems (December 2018):
<https://www.health.nsw.gov.au/environment/water/Documents/ccps-for-dwms.pdf>
- NSW Health Drinking Water Website:
<https://www.health.nsw.gov.au/environment/water/Pages/drinking-water.aspx>
- NSW Drinking Water Monitoring Program (2005, updated October 2011):
<https://www.health.nsw.gov.au/environment/water/Pages/NSW-drinking-water-monitoring-program.aspx>
- NSW Health Drinking Water Management Review and Audit (Fact Sheet) January 2017: <https://www.health.nsw.gov.au/environment/water/Documents/dwms-review-and-audit.pdf>

Policy number	Insert policy number here
Responsible area	Director of Engineering
Approved by	Riverina Water Board Members
Approval date	???
Data and document control	
Page 5 of 6	
Author: Jason Ip, Manager Operations	Version DRAFT 1.0
EDRMS # TBA	Last revised date
	Next scheduled review TBA



Legislation or related strategy	NSW Public Health Act 2010 NSW Public Health Regulation 2012 Australian Drinking Water Guidelines (2011), NHMRC
---------------------------------	--

Documents associated with this policy	Riverina Water Drinking Water Management System (DWMS)
---------------------------------------	--

Policy history	Internal Policy IP2.7 – Drinking Water Quality Management
----------------	--

Policy details may change prior to review date due to legislative or other changes, therefore this document is uncontrolled when printed.

END OF POLICY STATEMENT

Data and document control

Page 6 of 6

Author: Jason Ip, Manager Operations

Version **DRAFT 1.0**

Last revised date

EDRMS # **TBA**

Next scheduled review **TBA**



Policy 2.5 Fluoridation

Purpose

To ensure compliance with NSW Health's legislation regarding the fluoridating of existing water supply systems outlined below.

To ensure the safe and effective management and operation of Riverina Water's fluoridation processes.

Policy Statement

Supported by NSW Health and endorsed by Council Resolution #69/316 (25th June 1969), Riverina Water is committed to continuing its fluoridation programme noting that such programme is limited to the following drinking water supply systems:

- Wagga Wagga including Ladysmith system
- North Wagga and associated rural systems
- Southern Trunk Main and associated rural systems
- Western Trunk Main and associated rural systems

Specific water treatment plants approved and regulated by NSW Health to add fluoride to the above-mentioned drinking water supply systems are:

- Wagga Filtration (River) Water Treatment Plant
- East Wagga Aeration (Bore) Water Treatment Plant
- West Wagga Aeration (Bore) Water Treatment Plant
- North Wagga Aeration (Bore) Water Treatment Plant
- Bulgary Aeration (Bore) Water Treatment Plant
- Urana Filtration (River) Water Treatment Plant
- Gardiners Crossing/Walla Walla (Bore) Water Treatment Plant

Scope

Riverina Water County Council (Riverina Water) is committed to continue its current fluoridation obligations and requirements under the Fluoridation of Public Water Supplies Act 1957, the NSW Code of Practice for Fluoridation of Public Water Supplies, and as directed by NSW Health.

Data and document control

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Author: Jason Ip, Manager Operations

Version **DRAFT 1.0**

Last revised date

EDRMS # **TBA**

Next scheduled review **TBA**



Definitions

DWMS – Drinking Water Management System

Principles

To achieve this commitment, and in partnership with NSW Health and other relevant agencies, Riverina Water will:

- Retain regular monitoring of the quality of drinking water and effective reporting mechanisms to provide relevant and timely information and promote confidence in the water supply and its management to consumers, public and to NSW Health.
- Adhere to the NSW Code of Practice for Fluoridation of Public Water Supplies
- Ensure the safety of the public and employees with respect to the management, operation and maintenance of fluoridation processes and equipment
- Maintain an appropriate contingency planning and incident response capability
- Ensure that employees and contractors involved in the fluoridation of drinking water are appropriately trained and understand their responsibility for ensuring safety to the public, customers and the workplace.

Policy Implementation

Consistent with Riverina Water's Drinking Water Management System (DWMS), Riverina Water will implement this Policy by:

- Maintaining Council's Drinking Water Quality Management System (DWMS).
- Implementing appropriate operations and management procedures for water supply.
- Reporting on the supply of fluoridated drinking water to NSW Health and NSW Department of Planning Industry and Environment
- Actively engaging with key stakeholders (customers and regulators) and with industry peak organisations (e.g. NSW Water Directorate)
- Ensuring relevancy and currency of appropriate fluoridation training to employees
- Promoting awareness of employee's responsibilities and accountabilities with regards to water quality

Data and document control

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- Actively seeking capital costs from NSW Health for replacements and upgrading existing fluoridation facilities

Non Compliance

Non-compliance with Acts, Regulations and Standards, Guidelines and Procedures associated with Riverina Water’s fluoridation programme may lead to:

- 1) NSW Health’s direct intervention into Riverina Water’s management and water supply operations
- 2) Compromising safety to Riverina Water’s customers and its employees
- 3) May be considered a breach under the Code of Conduct and as such, any suspected or known non-compliance will be reported to the General Manager.

References

- Fluoridation of Public Water Supplies Act 1957:
<https://www.legislation.nsw.gov.au/#/view/act/1957/58>
- Fluoridation of Public Water Supplies Regulation 2017:
<https://www.legislation.nsw.gov.au/#/view/regulation/2017/419>
- NSW Code of Practice for Fluoridation of Public Water Supplies:
<https://www.health.nsw.gov.au/environment/water/Documents/code-of-practice.pdf>
- Riverina Water County Council’s Resolution 69/316 (previously known as Southern Riverina County Council)

Policy number	Insert policy number here
Responsible area	Director of Engineering
Approved by	Riverina Water Board Members
Approval date	Council Resolution #69/316, 25 th June 1969

Data and document control	
Page 3 of 4	
Author: Jason Ip, Manager Operations	Version DRAFT 1.0
EDRMS # TBA	Last revised date
	Next scheduled review TBA



Legislation or related strategy	<p>Fluoridation of Public Water Supplies Act 1957</p> <p>Fluoridation of Public Water Supplies Regulation 2017</p> <p>NSW Code of Practice for Fluoridation of Public Water Supplies</p> <p>NSW Public Health Act 2010</p> <p>NSW Public Health Regulation 2012</p> <p>Riverina Water Drinking Water Management System (DWMS)</p>
Documents associated with this policy	Riverina Water Drinking Water Management System (DWMS)
Policy history	Policy 2.5 Fluoridation

This Policy and associated management plans will be reviewed every 2 years, or in response to changes in legislation, guidelines or as management information dictates.

END OF POLICY STATEMENT

Data and document control

Page 4 of 4

Author: Jason Ip, Manager Operations

Version **DRAFT 1.0**

Last revised date

EDRMS # **TBA**

Next scheduled review **TBA**

R5 Community Grants Program 2020/21

Organisational Area General Manager

Author Josh Lang, Community Engagement Officer

Summary Applications for Riverina Water's Community Grants Program 2020/21 have been assessed and the successful projects are presented in this report with a recommendation for approved by the Board.

RECOMMENDATION that Council approve the successful applications for the Community Grants Program 2020/21 as detailed in the report totalling \$612,836

Report

Riverina Water launched its Community Grants Program in 2019, with 42 applications sharing in \$389,867 in funding from the allocation of \$500,000.

Unexpended funds from Greater Hume and Federation councils were rolled over into the 2020 grants program, along with \$2743 from Lockhart Shire from a 2019 grant that was not able to be acquitted in full due to COVID-19.

The total allocation for the program this year was \$612,836 with \$153,360 for Federation Council, \$156,733 for Greater Hume Council, \$102,743 for Lockhart Shire Council and \$200,000 for Wagga Wagga City Council across three categories – Community Projects & Facilities, Arts & Culture and Water Conservation.

Grant applications opened on 21 September and closed on 26 October. There was a substantial increase in interest in the program in 2020, with 106 total applications received compared to 56 in 2019.

A total of \$1.29M in funding was requested, with each council's allocation over-subscribed.

Of the 106 applications, 98 were eligible to be considered for funding. The eligible applications were assessed by review panels from each constituent council; comprising of the Chairperson of Riverina Water, a Board Member and the council's General Manager or nominated staff member. There was a late change to the Lockhart Shire panel with its Mayor unavailable and replaced by its General Manager.

Following the panel assessment, it was possible to allocate the grant funds in full for each constituent council.

In total, 66 projects and initiatives have are recommended for funding across Riverina Water's supply area. Due to the competitiveness of this year's program, 32 applications were unsuccessful while a further eight were ineligible.

Across both the 2019 and 2020 programs, \$1M has been invested into community projects by Riverina Water.

At the April 2019 meeting the Board endorsed the grants program taking place in 2021-22, with the program to be reviewed by the newly appointed Board following local government elections in 2021. The current Board will receive a report on the guidelines and improvements for the 2021-22 program in the new year.

Successful grant applications:

Federation Council

Panel members: Councillor Pat Bourke (Federation Council Mayor), Adrian Butler (Federation Council General Manager), Councillor Greg Verdon (Riverina Water Chairperson)

Community Projects & Facilities

Funding available: \$108,360

Funding approved: \$139,860

There were nine eligible applications in this category, with seven receiving full funding and two receiving partial funding. The shortfall in funds in this category was supplemented by unallocated funds in the other categories, which is permissible under the program's guidelines.

Applicant	Project description	Funding approved
Morundah Bush Entertainment Committee	Theatre office refurbishment (food prep area & paint)	\$18,039.90
Urana Progress Association	Urana cemetery fencing	\$20,000
Urana Community Gym	Establish community gym	\$20,000
Rand Sports Ground Committee	Solar panels to assist with pumping water	\$10,000
Urana Tennis Club	Enhance courts area with seating and facilities	\$8802.10
Urana Bowls Committee	Seating, storage shed, awning, landscaping for bowls	\$17,018
Victoria Park Recreation Committee	Outfit park facilities	\$20,000
Rand Hall Committee	Replace window sills, paint and fit doors	\$6000
Urana Aquatic Leisure Centre	Fit out function room and meeting room	\$20,000

Water Conservation

Funding available: \$20,000

Funding approved: \$13,500

There were two eligible applications, which were both fully funded.

Applicant	Project description	Funding approved
Rand Sports Ground	Desilt dam and drainage works to catch rainwater	\$8000
Oaklands Central School	Rainwater tank, pump and irrigation	\$5500

Arts & Culture

Funding available: \$20,000

Funding approved: \$0

There were no applications for this category.

Lockhart Shire Council

Panel members: Matthew Holt (Lockhart Shire Council Tourism and Economic Development Officer), Peter Veneris (Lockhart Shire Council General Manager), Councillor Greg Verdon (Riverina Water Chairperson)

Community Projects & Facilities

Funding available: \$57,743

Funding approved: \$86,296

There were 11 eligible applications in this category, with six receiving full funding and three receiving partial funding. Two applications were unsuccessful. The shortfall in funds in this category was supplemented by unallocated funds in the other categories, which is permissible under the program's guidelines.

Applicant	Project description	Funding approved
The Rock and District Men's Shed	Install car park to improve safety	\$3960
The Rock Pony Club	Concreting of shed floor	\$6120
Spirit of the Land Committee	Purchase festival equipment instead of hiring each year	\$7996
Greens Gonyah Museum	Insulation and new ceiling in Billabong Showroom	\$10,612
The Rock Museum	Insulate and line stud walls	\$14,151.92
The Rock Recreation Ground Management Committee	Solar panels to reduce ongoing costs	\$13,376.73
Urangeline Peace Hall	Paint hall exterior	\$20,000
The Rock & District Meals on Wheels	Install air conditioners, upgrade benchtop	\$7490.80

Lockhart Football and Netball Club	Secure trailer for transporting equipment	\$2588.55
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Water Conservation

Funding available: \$25,000

Funding approved: \$4557

There was one eligible application, which was fully funded.

Applicant	Project description	Funding approved
Greens Gunyah Museum	Install water tank, pipe/guttering & water wise gardens	\$4557

Arts & Culture

Funding available: \$20,000

Funding approved: \$11,890

There were two applications for this category, with one funded the maximum amount possible for this category and the other fully funded.

Applicant	Project description	Funding approved
Lockhart Central School	Mosaic mural on Wiradjuri history	\$7500
Urangeline Peace Hall	Workshop mosaic/ceramic garden sculpture	\$4390

Greater Hume Council

Panel members: Councillor Doug Meyer OAM, (Greater Hume Council Deputy Mayor), David Smith (Greater Hume Council Director Corporate and Community Services), Councillor Greg Verdon (Riverina Water Chairperson)

Community Projects & Facilities

Funding available: \$111,733

Funding approved: \$140,044.07

There were 15 eligible applications in this category, with six receiving full funding and four receiving partial funding. Five applications were unsuccessful. The shortfall in funds in this category was supplemented by unallocated funds in the other categories, which is permissible under the program's guidelines.

Applicant	Project description	Funding approved
Holbrook Show Society	Upgrade livestock precinct	\$16,813.34
Holbrook Community Gym	Accessibility improvements (doors, flooring, footpaths)	\$20,000
North Walla Tennis Club	Dismantle fence from 1965 and install new fence	\$15,000
Walbundrie Building Committee	Safer pathways at Walbundrie Recreation Ground	\$12,000
Walla Walla Community Development Committee	Outdoor fitness park for all ages and abilities	\$20,000
Woolpack Inn Museum Holbrook	Amenities upgrade	\$4072.73
Holbrook Meals on Wheels	Install automatic door to help with accessibility	\$8590
Henty Public School	Install bottle filling stations	\$8568
Henty & District Cricket Club	New cricket nets	\$20,000
Holbrook Australian Rules Football Club	Install heating and cooling system in new multipurpose community building	\$15,000

Water Conservation

Funding available: \$25,000

Funding approved: \$9938.93

There was one eligible application, which was fully funded.

Applicant	Project description	Funding approved
Henty Tidy Towns	Cemetery automatic watering system	\$9938.93

Arts & Culture

Funding available: \$20,000

Funding approved: \$6750

There was one eligible application, which was fully funded.

Applicant	Project description	Funding approved
Walla Walla Community Development Committee	Water tower mural	\$6750

Wagga Wagga City Council

Panel members: Councillor Vanessa Keenan (Wagga Wagga City Council), Madeleine Scully (Wagga Wagga City Council Manager Community Services), Councillor Greg Verdon (Riverina Water Chairperson)

Community Projects & Facilities

Funding available: \$110,000

Funding approved: \$109,329.55

There were 31 eligible applications in this category, with one receiving full funding and 13 receiving partial funding. Seventeen applications were unsuccessful, with this category more than four times over-subscribed.

Applicant	Project description	Funding approved
St Aidan's Presbyterian Church	Solar for Tulloch Lodge used by community groups	\$10,000
Forest Hill Public School	Construction and installation of new cricket nets	\$10,000
Wagga Wagga Rail Heritage Association	Preserve 1881 Railway Enginemen's Barracks	\$12,000
Collingullie Glenfield Park Football Netball Club	Crossroads Oval lighting upgrade	\$9000
Wagga Wagga Women's Shed	Help construct ramp and handrails, and electrical upgrades and air-conditioning	\$4509.87
Red Hill Public School	Yarning Circle and Indigenous Garden	\$6694
Wagga City Rugby Male Choir	Purchase of risers for Choir	\$5700
Wagga Wagga Four Wheel Drive Club Inc.	Purchase/construct a transportable toilet for bush training area	\$4025
Wagga Wagga Meals on Wheels	Help replace 1998 Refrigerated Delivery Vehicle	\$10,359.75
Wagga Wagga Leagues Club Swimming Club	Help construct new under cover area including awning	\$9295.48
Mangain Community Centre Committee	Replace floor coverings in kitchen	\$2545.45
East Wagga Koorinal Football and Netball Club	Refurbish Change Rooms and Toilets	\$14,700
PCYC	Fit for Life early morning program	\$3000
Wagga Water Polo	Custom inflatable pontoon	\$7500

Water Conservation

Funding available: \$50,000

Funding approved: \$35,380.45

There were seven eligible applications, of which four were fully funded and two were partially funded. One application was unsuccessful.

Applicant	Project description	Funding approved
Koorungal High School	Irrigation system for yarning circle	\$5000
The Leisure Company Disability Services	Nature strip works	\$4315.70
Wagga Women's Health Centre	Rainwater tank for gardening group use	\$8804.75
Kyeamba Valley Landcare Group	Educating landholders for improved water management	\$6450
Wagga Wagga Riverina Lapidary Club	Renew piping and manage waste and storm water	\$5500
St Saviour's Ladysmith	Rainwater tank	\$5310

Arts & Culture

Funding available: \$40,000

Funding approved: \$55,260

There were 18 eligible applications, with this category significantly over-subscribed. Three applications were funded in full and eight received partial funding. Seven were unsuccessful.

The shortfall in funds in this category was supplemented by unallocated funds in the other categories, which is permissible under the program's guidelines.

Applicant	Project description	Funding approved
Koorungal Child Care Centre	Nature art workshops with children	\$5000
Tin Shed Rattlers	50 th anniversary album	\$3000
Good Sport	Halfway Print Fest 2021	\$4000
Koorungal High School	KHS creative engagement project with Yazidi	\$5000
Aboriginal Education Consultative Group Wagga	Cultural transition/mentoring program for school students	\$7000
Nikita Agzarian	The Float, a short film about 2 girls coming of age set in Wagga	\$7000
Dr Greg Pritchard	Marrambidya River Festival - series of promenade events along river	\$4000
Taster Property Inc.	Mural Workshop Project	\$4000
Wagga Aboriginal Women's Group	Program focused on healing, wellbeing, cultural identity and the revitalization of culture.	\$7500

Multicultural Council of Wagga Wagga	Local Rvwang and Kachin Burmese communities to build and construct 2 sets of Mnvor Pillar	\$5000
Riverina Community College	Eight local emerging musicians working with highly regarded and experienced musicians	\$3790

Details of unsuccessful applications will be tabled at the meeting.

Financial Implications

The Community Grants Program is included in Riverina Water's adopted budget.

Risk Considerations

Community Partnerships	
Accept	When considering options for community partnerships or external party relationships, Council may choose to accept risks to maximise potential benefits to Council and the community.

R6 Workshop Operational Plan 2021/2022

Organisational Area General Manager

Author Andrew Crakanthorp, General Manager

Summary

RECOMMENDATION that Council that Council hold a workshop to discuss key aspects of the 2021/2022 Operational Plan, following Council's February 2021 meeting.

Report

In the preparation of the draft Operational Plan in previous years Council has held a Workshop in conjunction with the February Council Meeting.

It is suggested to again hold a workshop following the Council's February meeting.

Financial Implications

There are no financial implications associated with this workshop

Risk Considerations

Reputation	
Averse	Council is averse to taking risks that may adversely impact its reputation.

R7 Lost Time Injury Statistics 2020/21 - July-Dec Period

Organisational Area General Manager

Author Julie Philpott, Work Health and Safety Officer

Summary This report presents information on Lost Time Injury statistics for the July/December period of the 2020/2021 financial year.

RECOMMENDATION that Council receive and note the statistics report for Lost Time Injuries for the July / December period of 2020/21 financial year.

Report

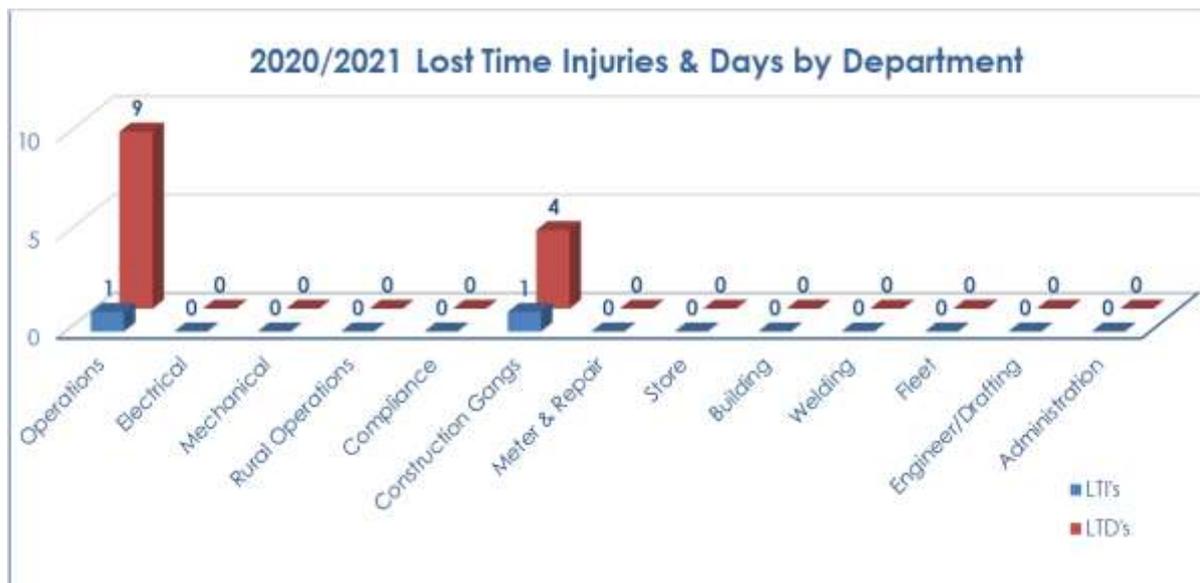
PERIOD	LOST TIME INJURIES	LOST TIME DAYS CURRENT INCIDENTS	LOST TIME DAYS LEGACY INCIDENTS
July 2020 – Sept 2020	0	0	1
Oct 2020 – Dec 2020	2	1	1

Other WHS Statistics for the financial year to date:

Lost Time Days (LTD's) - 31

No of Current/Open Workers Compensation Claims – 10

Total No of Workers Compensation Claims lodged this Financial Year - 2



Financial Implications

Council works in partnership with its insurer StateCover Mutual to minimise costs associated with each claim so as to minimise the annual premium paid for the workers compensation insurance.

Risk Considerations

Work Health and Safety	
Avoid	Council will avoid taking any risks that could result in accident, injury or illness to our staff, councillors, contractors, visitors or members of the public.

R8 StateCover Annual Workers Compensation and WHS 2019/2020 Report

Organisational Area General Manager

Author Julie Philpott, Work Health and Safety Officer

Summary This report provides an analysis of the Workers Compensation & WHS 2019/2020 Report prepared for Council by StateCover Mutual

RECOMMENDATION that Council notes the results of the StateCover Annual Workers Compensation and WHS 2019/2020 Report.

Report

The Annual Workers Compensation and WHS 2019/2020 report contains details on RWCC's overall safety performance and the management of workplace risk. The report also provides performance rates for the broader mutual scheme, which indicates how RWCC is tracking against other organisations.

Premium Rate: The premium rate increased from 1.68% in 2018/19 to 2.28% for 2019/20. This is a direct result of the cost of claims for the past 3 years where Council experienced several costly claims.

Average Cost of Claims: There was a decrease in the average cost of claims this financial year with the average being \$6,486.

Claim Frequency Rate (per 100 employees): Increased slightly from 8.33 in 2018/19 to 8.57 in 2019/20.

Claim Frequency Rate (per \$1m in wages): Increased slightly from 0.81 in 2018/19 to 0.83 in 2019/20.

Injury Types/Cause of Injury: Due to the nature of the tasks performed at RWCC, once again the main injury types were sprains/strains caused by body stressing. However, the statistics were substantially lower than 2018/19.

Injury Reporting Timeframe: The results in this category decreased from 88% in 2018/19 to 78% in 2019/20. There will be a strong focus in this current financial year to see a vast improvement on the timely reporting of injuries/incidents.

WHS Self Audit Results: Increased to 91.4% despite some changes to the Audit questions.

New Category of Return to Work: RWCC excelled in this category by obtaining 100% for the 3 key periods.

› R8.1 **General Managers Report - Workers Compensation & WHS 2019/2020** [↓](#) 

Financial Implications

Risk Considerations

Work Health and Safety	
Avoid	Council will avoid taking any risks that could result in accident, injury or illness to our staff, councillors, contractors, visitors or members of the public.



General Managers Report

Workers Compensation & WHS 2019/2020

Riverina Water County
Council



www.statecover.com.au

FOREWORD

Dear Andrew

Welcome to Riverina Water County Council's 2019/2020 General Manager's workers compensation and safety performance report. Our aim is to help you monitor and manage your workplace risk, so we hope you find the information in this report useful.

Despite the many challenges that 2020 has thrown our way, I am really pleased to report that the Mutual has continued to perform well, with quite a few achievements to celebrate. Some of the highlights I'd like to share with you include:

- We welcomed City of Parramatta Council and Blue Mountains City Council as new Members of the Mutual;
- We retained 100% of our existing Members;
- Members' satisfaction with our service and services achieved a very good approval rating of 93%;
- The successful launch of "Wellbeing with StateCover", with a subsequent strong take-up of wellbeing services by our Members;
- We refreshed our Member online resource portal and online Member performance reporting (SMART); and
- Our claims team, in partnership with our Members, continued to achieve superior return to work rates despite all the disruptions which COVID caused!

I think these achievements are a testament to the resilience of the StateCover Team, and I am proud of their commitment to our Purpose and to our Members.

The StateCover Team would be delighted to elaborate on any of the Report's content if you'd like more detail. We would also welcome any feedback you may have to improve its value to you and your council.

Thank you for your continued support of the Mutual. Here's to a healthy and mutually beneficial 2021.



Stay well

L BOSTOCK

Linda Bostock
CEO/MD

"StateCover's commitment, professionalism and communication are outstanding. I always feel that my council is the only council the StateCover team services."

- 2019 Member Satisfaction Survey

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2019 / 2020 MUTUAL HIGHLIGHTS

Mutual Performance

Return to Work



	StateCover	Scheme
@ 4 Weeks	77%	65%
@ 13 Weeks	89%	77%
@ 26 Weeks	92%	82%

New & Finalised Claims



	2019/20	New	Finalised
2019/20	2112	↑	2034
2018/19	1814		1920

Average WHS Score



2019/20	↑	75.2%
2018/19		73.0%

Injuries Reported in 48 Hours



2019/20	↑	82%
2018/19		78%

Claim Frequency Rate



2019/20	—	0.73
2018/19		0.73

Liability Decision Timeframes



Initial PL/RE Decision	99%
Initial Complete Decision	96%
Decision Post-PL/RE	93%

Mutual Value Creation

Financial Incentives



Mutual Performance Rebate	\$5.7M
Safety & Wellbeing Incentive	\$6.9M
Scholarships & Prevention Programs	31 granted worth \$90K

Training Sessions



Delivered	↑	156
Attended		1246

Member Visits



612
virtual and in-person

Member Satisfaction



93%
of Members likely / highly likely to
recommend StateCover

Member Retention



100%
plus 2 new Members

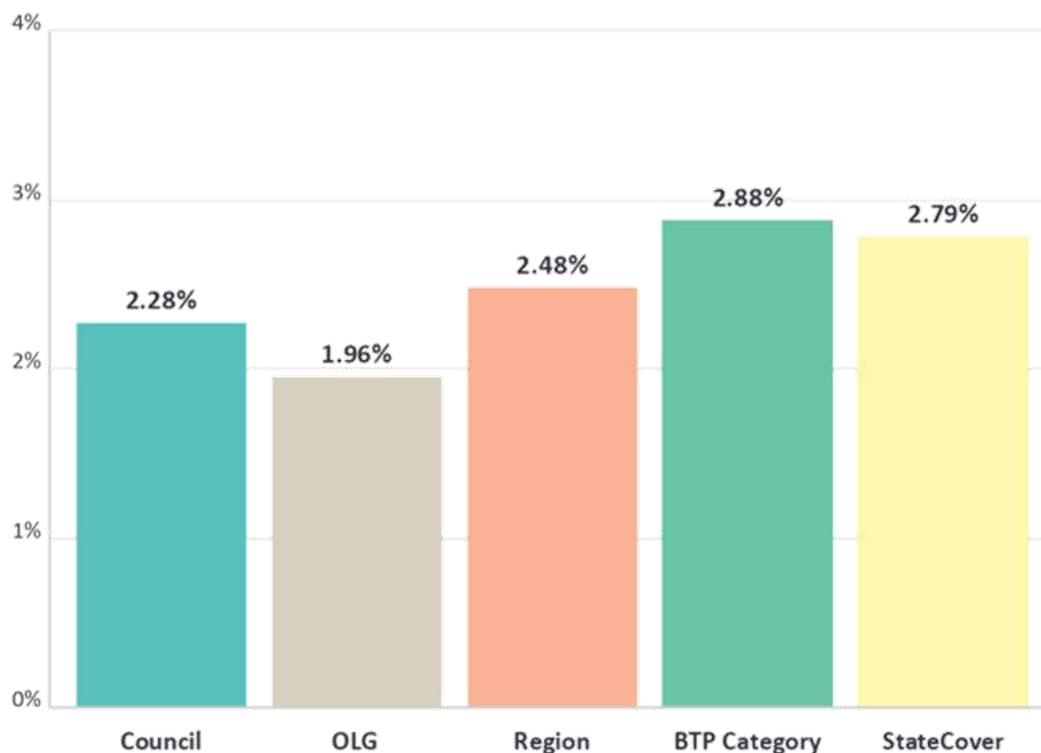
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PREMIUM RATE



What this tells you

The premium rate is a blended measure of the risk profile of the Local Government industry, the broader scheme and Council's WHS and return to work performance.

Council's premium is "experience rated" with the cost of claims for the past 3 years directly impacting the premium payable – the better the experience the lower the premium. Councils can control their premium through providing a safe workplace and, when a worker is injured, proactively assisting them to recover at work.

StateCover actively supports councils to manage the costs of workplace risk through reinvesting surplus funds in:

- Injury prevention programs
- Safety & Wellbeing incentives and funding
- Benchmarking and performance data
- Performance improvement programs

Members are strongly encouraged to fully utilise these resources, and to provide feedback to StateCover as to how we can assist further.

CLAIM FREQUENCY RATE



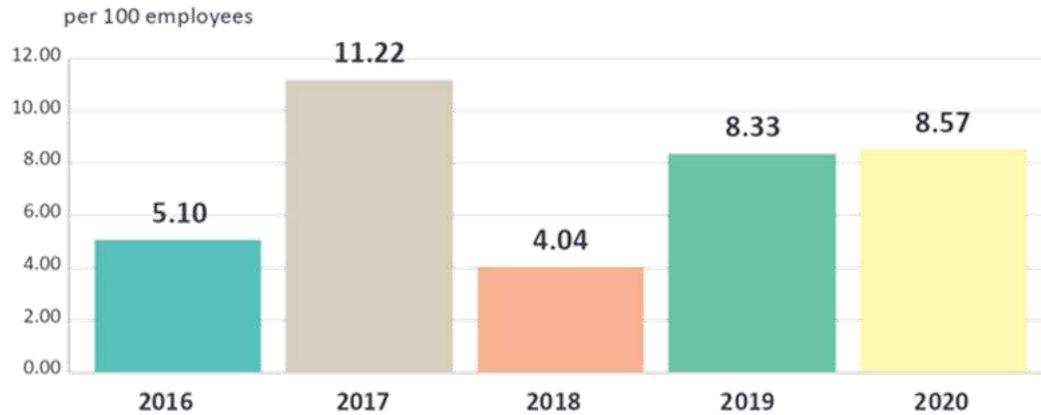
What this tells you

Claim frequency is a measure of Council’s WHS performance. Claims frequency should also be considered in conjunction with injury severity and claim cost.

These graphs show two different methods for monitoring claim frequency. Firstly, using employee numbers and secondly, using council wages, as declared by Council on the annual wages declaration. For comparison purposes, the frequency rates of various council cohorts are included in the graph.

It is highlighted that not all claims will directly impact Council’s premium – those that do not incur any time lost from work are excluded from the experience-rated element of the premium.

CLAIM FREQUENCY RATE - HISTORY



What this tells you

These graphs show Council’s claims frequency on both the measures discussed on the previous page over the past 5 years. The graphs illustrate the effectiveness of Council’s WHS efforts over time.

It is noted that there has been a year-on-year reduction in injury frequency across StateCover’s portfolio over the past 5 years.

RETURN TO WORK



What this tells you

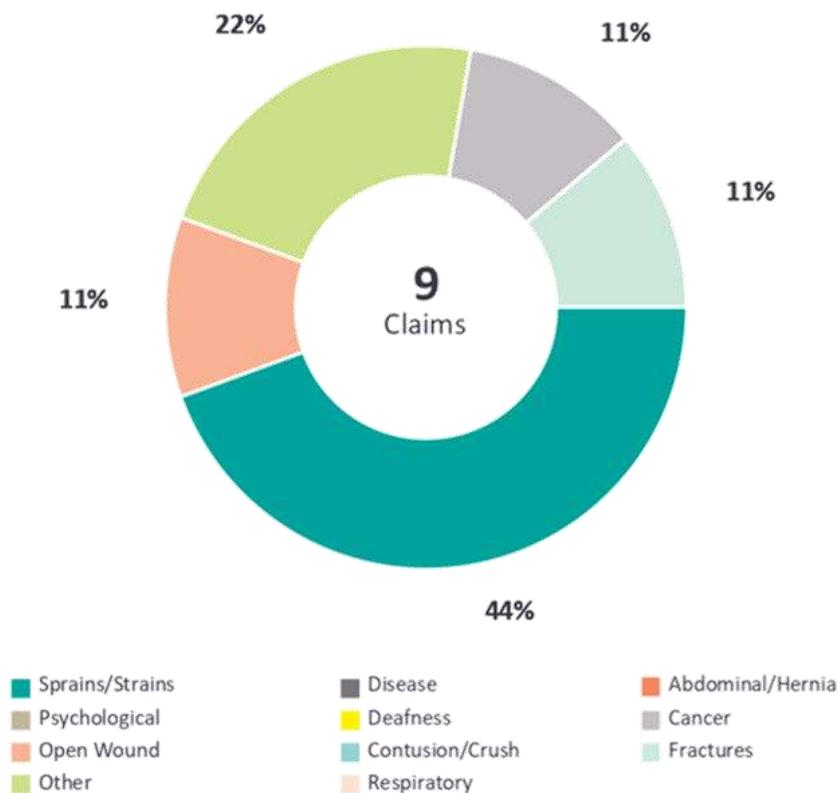
Return to work measures the proportion of injured workers who have experienced time lost due to their injury, and have resumed work in any capacity within 4, 13, or 26 weeks since the date the claim was reported.

While injury severity should be taken into account, the measure aims to show overall injury management effectiveness. It highlights the importance of strong RTW practices to decrease costs to the Mutual, give councils greater control of their premium, and improve the wellness of your employees.

StateCover adopts a collaborative approach to RTW and understands the mutual benefits early intervention and returning to work have on a worker's recovery and Council's efficiency.

The graphs show Council's RTW over 12 months and a comparison of RTW as at June 30 2020.

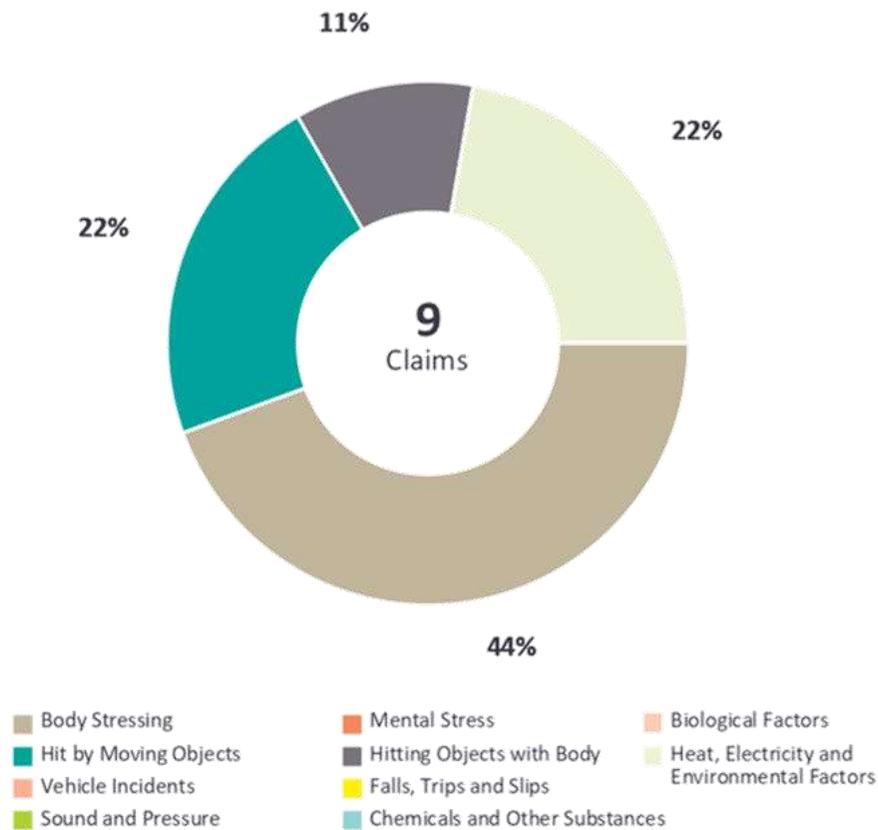
INJURY TYPES



What this tells you

This graph illustrates the proportion of Council's claims by type of injury over the past year. Understanding the type and proportion of injuries occurring will assist councils to target WHS efforts. Typically, sprains and strains represent the highest proportion of claims for most councils.

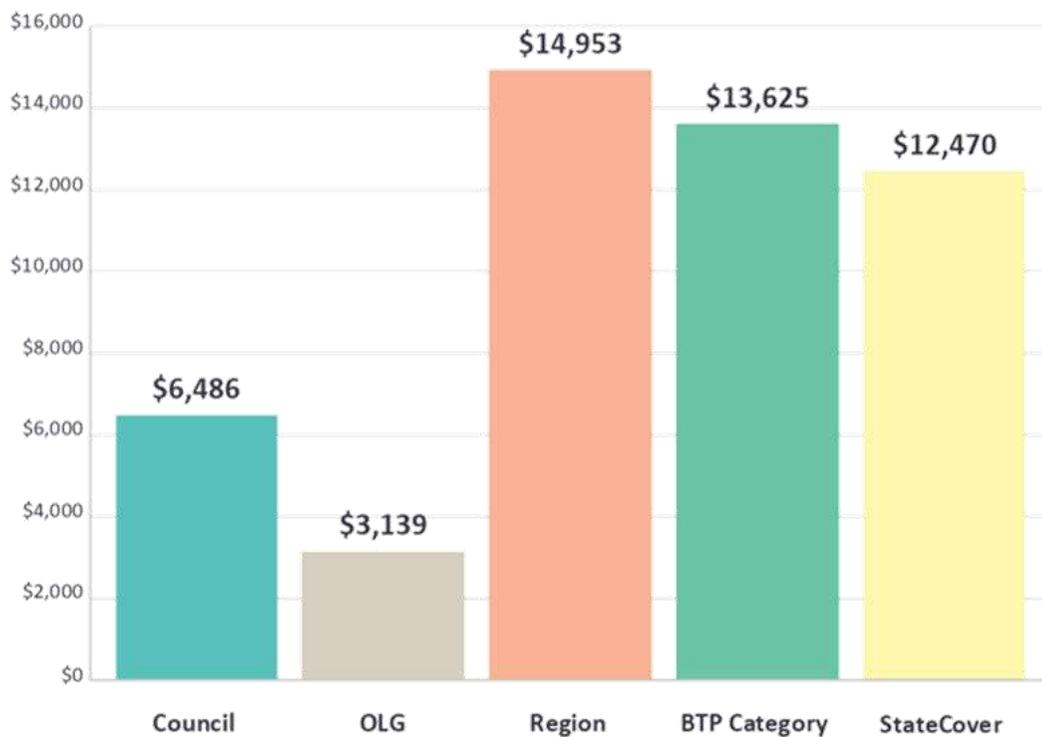
CAUSE OF INJURY



What this tells you

This graph illustrates the proportion of Council's claims by cause of injury over the past year. Understanding the cause of injury can assist Council target its injury prevention efforts to improve the overall safety of its workplace. It is noted, however, that many injury types and their causes relate to historic WHS practices rather than those that are in place today e.g. industrial deafness.

AVERAGE CLAIMS COST

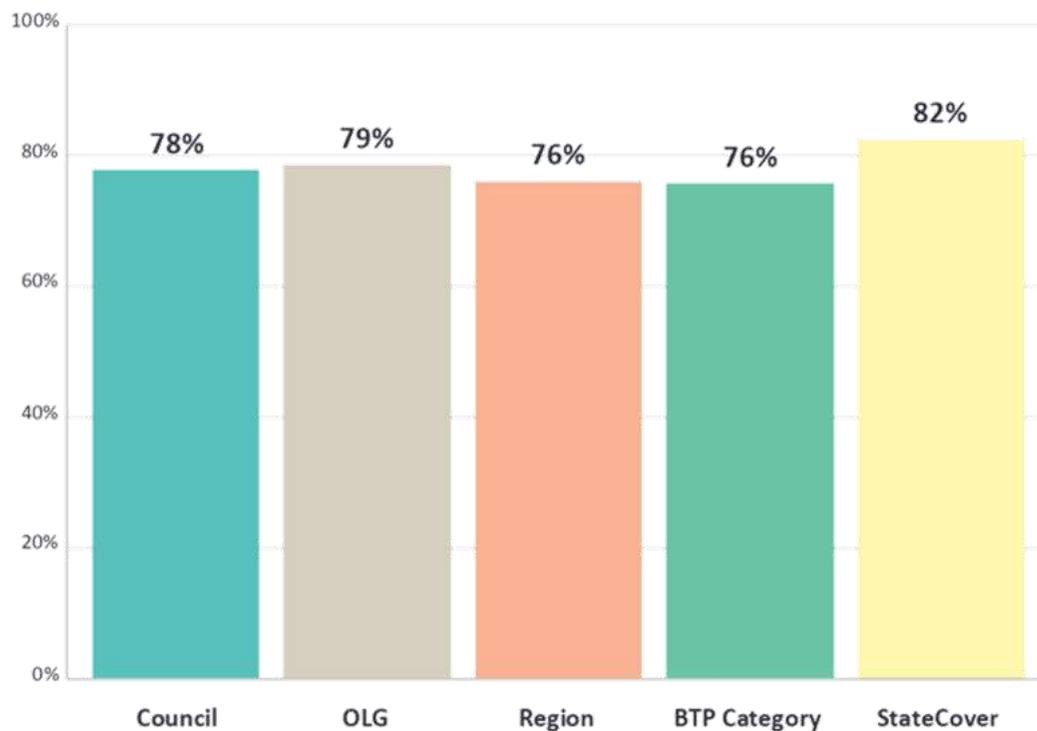


What this tells you

This graph provides a comparison of Council's average incurred claims costs over the past 3 years, with the costs of other council cohorts. It should be noted that these costs are on an "incurred" basis i.e. actual paid plus future estimated cost. The incurred cost is as at 30 June 2020 and does not represent the ultimate expected cost. Claim costs may increase over time as further entitlements are paid, for example, whole person impairment lump sums or common law damages.

What is paid on a claim will either directly or indirectly impact Council's premium. The most effective way to minimise either type of impact is to return the injured worker to work in suitable employment.

INJURY REPORTING TIMEFRAME



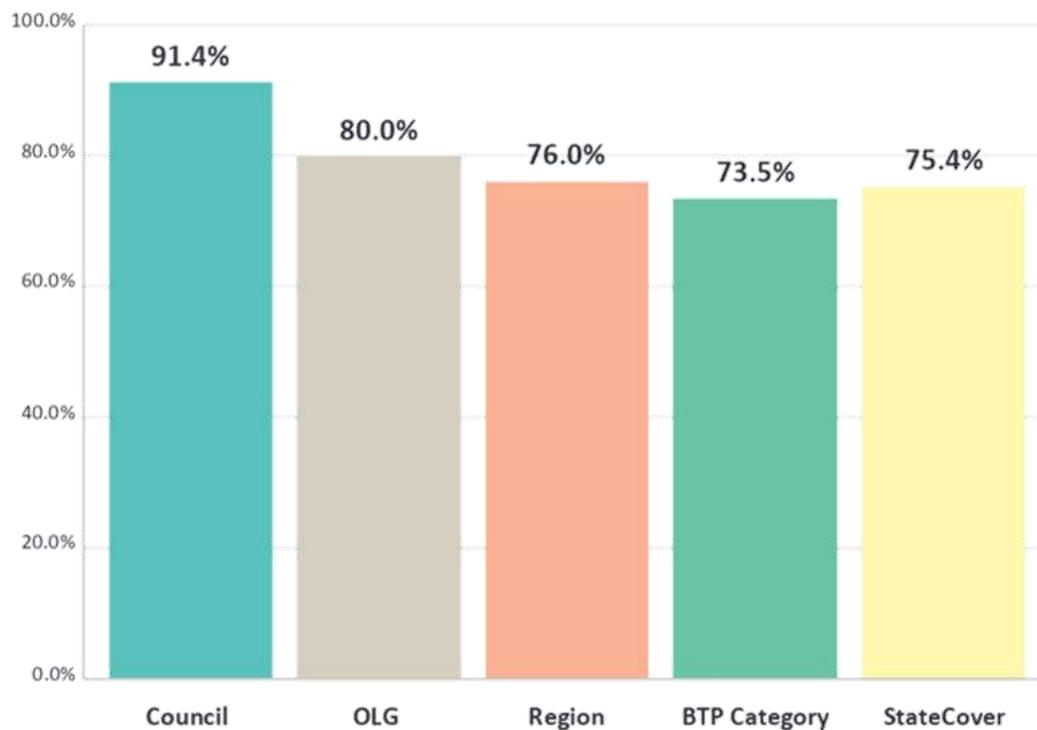
What this tells you

Reporting injuries to StateCover within 48 hours of Council becoming aware of the injury is a legislative requirement. Prompt reporting also allows for early intervention to assist with swift recovery and return to work.

This chart shows the percentage of claims reported by Council to StateCover within the 48 hours compared to various council cohorts.

For those councils wishing to improve their performance in this area, StateCover provides an Injury Management Systems Audit service that can assist to identify opportunities for improvement and recommend appropriate remedial actions.

WHS SELF AUDIT RESULT



What this tells you

StateCover provides Member councils with an annual WHS self-audit tool to assist them in assessing their WHS performance. After analysing the completed audits, StateCover provides a comprehensive feedback report which identifies WHS strengths and weaknesses and includes recommendations to support improvement. A customised action plan is also provided to assist in addressing any areas of weakness.

The graph shows the overall audit score for your Council, and benchmarking information.

WELLBEING WITH STATECOVER

Congratulations on all your efforts with employee wellbeing in 2020. We know that there have been new challenges this year and that it is a priority to keep your workforce well and working; it has been our pleasure to help you support your employees.

This year you made mental health a priority. In 2020, across the Mutual:

- 3041 staff were given access to a mental health wellbeing check
- 1050 staff have access to the Uprise digital Employee Assistance Program
- 463 staff have done online mental health learning
- 400 staff benefitted from a workplace mental health review
- 332 staff have attended online mental and physical health presentations
- 18 staff have had one-on-one counselling sessions.

In addition, we facilitated:

- 2280 staff flu vaccinations
- 507 staff skin checks
- 120 staff at manual handling training
- 49 staff health checks
- 32 staff audiometric assessments.

In summary, over 8000 council staff received the benefit of StateCover's wellbeing program! While it's a great start, we know there's plenty more work to be done, so please don't hesitate to get in touch with the team to find out how we can support you.



Campaign Kit

Your Mental Health Matters



PSYCHOLOGICAL INJURY PREVENTION

Bullying prevention and management has been a major focus for our Workplace Risk Services (WRS) team in 2020.

The team has delivered a comprehensive suite of resources and training for councils, including:

- Bullying Prevention and Management Procedure
- Leadership Commitment Statement (Policy)
- Bullying Prevention and Management Training package for workers
- Bullying Prevention and Management Training package for managers and supervisors
- Due diligence assessment tool
- Professionally designed and printed posters for display in the workplace
- Fact sheets on bullying and harassment
- Toolbox talks for supervisors to provide to workers

This information is available on our Member-only resource centre. Each Member council was also provided with a set of professionally printed posters free of charge.

To support implementation of the resources and training, the WRS team delivered 11 Train the Trainer sessions (3 face-to-face and 8 online) to 178 staff from 82 councils. The sessions were focused on providing the skills and knowledge for council staff to present the Bullying Prevention and Management Training packages.



A group photo of the online SEROC Train the Trainer session held on 14 July 2020.

The WRS team has also been busy with selection of a suitable psychosocial audit tool to assist councils find the root causes of psychological injuries, with the People at Work Survey chosen as the best fit for our Members. In the coming months, StateCover will be working with a targeted group of Members who have higher psychological injury claim numbers, increased risk and associated costs in this area. We'll be partnering with those Members to conduct the survey, analyse the results, then provide a report and action plan that will assist eliminate or minimise the risk factors associated with psychological injuries.

We look forward to continuing to support our Members into 2021 and beyond.

MEMBER SERVICE CHARTER

StateCover is the sole provider for NSW Councils' workers compensation, workplace risk and worker wellbeing services. Because we were created by Members, for Members, our exclusive focus is on getting the best results for our Members.

Our experienced, collaborative team share your passion for keeping your people well and working, and we're committed to working in partnership with our Members to deliver optimum results.

We will:



be easy to engage with and efficient



act fairly, with empathy and respect



resolve concerns quickly and be proactive



have systems in place to identify and address Member concerns



be accountable for our actions and honest in our interactions

Contact Us

Jennifer Lynch

Member Services Manager

memberservices@statecover.net.au | (02) 8235 2800



www.statecover.com.au

R9 Council Resolution Sheet

Organisational Area General Manager

Author Andrew Crakanthorp, General Manager

Summary The report provides an update on the status of previous resolutions of the Council

RECOMMENDATION that the report detailing the status of the active resolutions of Council be received

Report

The attachment to this report provides details on the implementation of Council resolutions.

› R9.1 **Council Resolution Sheet - 16 December 2020** [↓](#) 

Financial Implications

Nil

Risk Considerations

Corporate Governance And Compliance	
Avoid	Council will avoid risks relating to corporate governance and compliance including ethical, responsible and transparent decision making and procedural/policy, legal and legislative compliance.

Council Resolution Sheet Update to meeting held 16 December 2020				
Report Reference	Subject	Responsible Officer	Council Decision	Action Taken
Meeting held 18 October 2018				
18/167	Purchase of Land for Storage and Potential Access	DE	RESOLVED, on the motion of Cirs. Braid and Funnell that: (a) Council purchases land zoned RU1 bordering Koorringal Road, comprised of: Part Lot 5, DP 588177 Part Lot 17, DP 863322 Part Lot 15, DP 842485 for operational and access requirements in accordance with Section 187 of the Local Government Act 1993. (b) Council purchase land zoned RU1 and IN2 land bordering Koorringal Road, comprised of: Part Lot 5, DP 588177 Part Lot 17, DP 863322 for operational and access requirements in accordance with Section 187 of the Local Government Act 1993.	The plan of survey of the land to be purchased has been completed. The current owner is responsible for lodging a subdivision application and this process has commenced. Exchange of the contracts took place in June and settlement is expected later this year. The current owners have been asked to redirect a stormwater pipe that directs stormwater on to the land to be acquired prior to settlement taking place. Settlement is now planned for 2021 and the contract has been amended to reflect that.
18/168	PFAS matter	DE	RESOLVED on the motion of Cirs. Funnell and Quinn that the report be received and that Council be kept apprised of further developments in the management of the matter.	A report on this matter will be provided when new information is presented to Council. Councils Manager Operations attends the regular meeting of the Project Committee
Meeting held 30 September 2020				
20/098	Enterprise Resource Planning Solution	MCS	Resolved on the Motion of Councillors T Quinn and P Funnell that: a) In accordance with Section 178(1) (b) of the Local Government Regulation, Council declines to accept any of the tenders received for W2.66 Enterprise Resource Planning	Contact has been made with the vendors selected for further negotiations. Sessions have been created to allow the vendors to demonstrate their offerings and these sessions commenced on 20 October. Site visits have been arranged for December and

			<p>Solution, for the reasons set out in this report and noting that all tenders received were nonconforming</p> <p>b) Council does not invite fresh tenders, as it is considered that inviting fresh tenders would not attract additional suitable vendors over and above those that have responded to this tender</p> <p>c) In accordance with Section 178 (3) (e) of the Local Government Regulations Council, for the reasons referenced in (b) above and for the reasons set out in this report, delegate authority to the General Manager to enter into negotiations with any person or persons with the view to entering into a contract in relation to the subject matter of the tender</p> <p>d) Council allocate additional funds to the ERP project (as detailed in the report) to allow negotiations with any person or persons as referenced in (c) above</p> <p>e) receive a further report at the December meeting of the Board on the matter</p>	<p>detailed presentations are also scheduled. A further report is included will be presented to the board at the February meeting (not this meeting as previously flagged).</p>
Meeting held 28 October 2020				
20/114	Operations Office Refurbishment	DE	<p>RESOLVED: On the Motion of Councillors P Funnell and T Koschel that Council:</p> <ol style="list-style-type: none"> 1) Notes the progress update on the Operations Office Refurbishment project 2) Conduct a workshop with the Board on the project during November and receive a further report to the December meeting 	<p>An inspection of the refurbishment project was undertaken on 25 November following a workshop on the project. The report is included in this business paper.</p>

R10 Works Report covering October 2020

Organisational Area Engineering

Author Bede Spannagle, Director of Engineering

Summary This report provides an overview of water usage, connections, maintenance and water quality from 1st to the 31st October 2020

RECOMMENDATION that the Works Report covering October 2020 be received and noted.

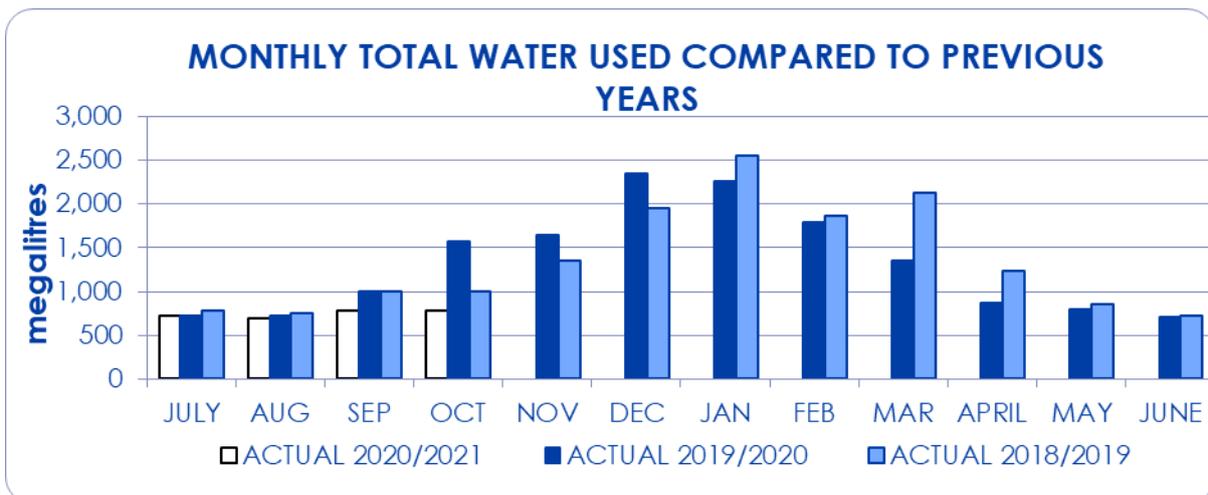
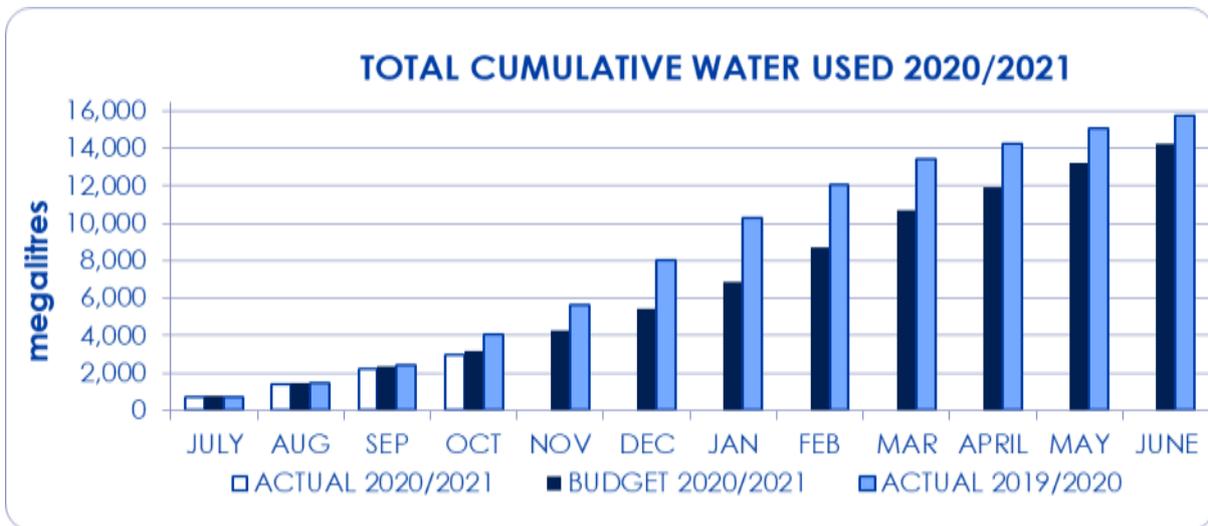
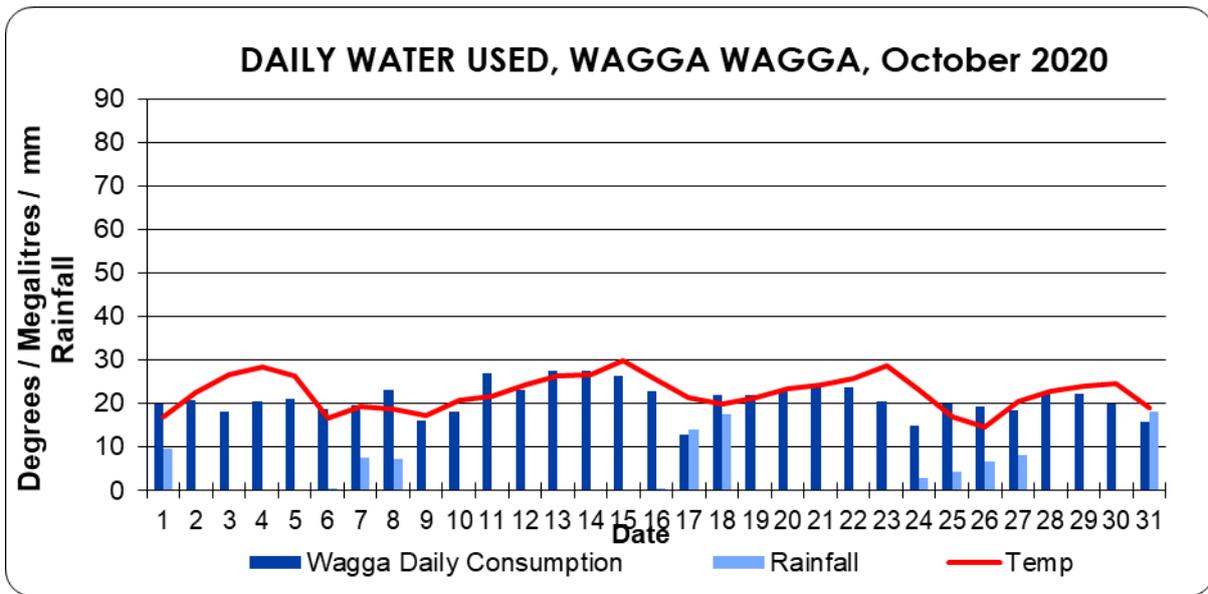
Report

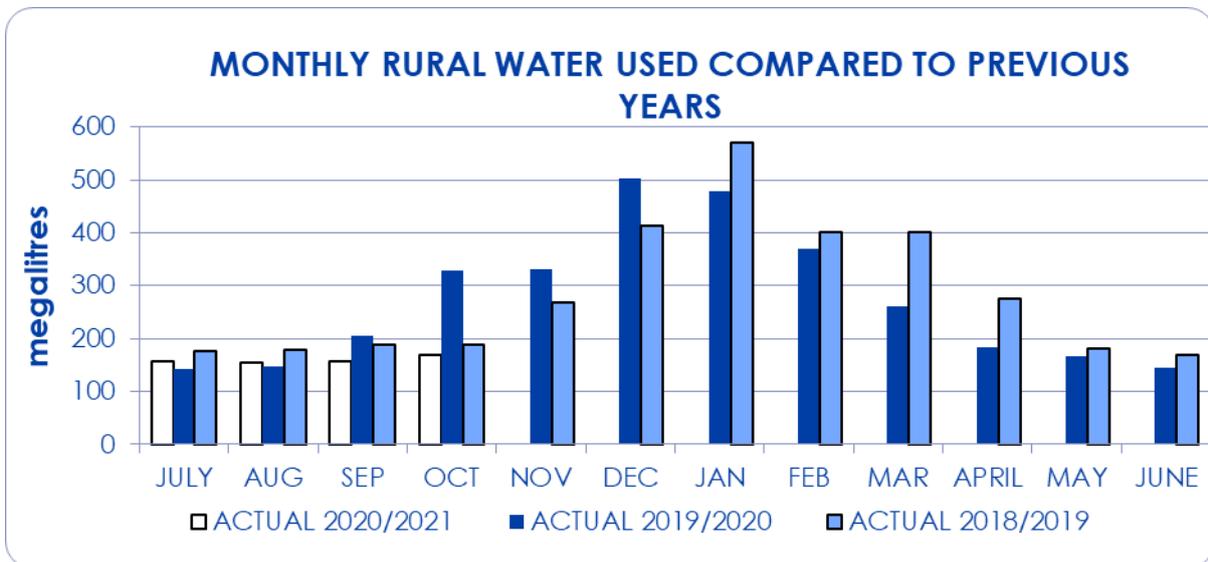
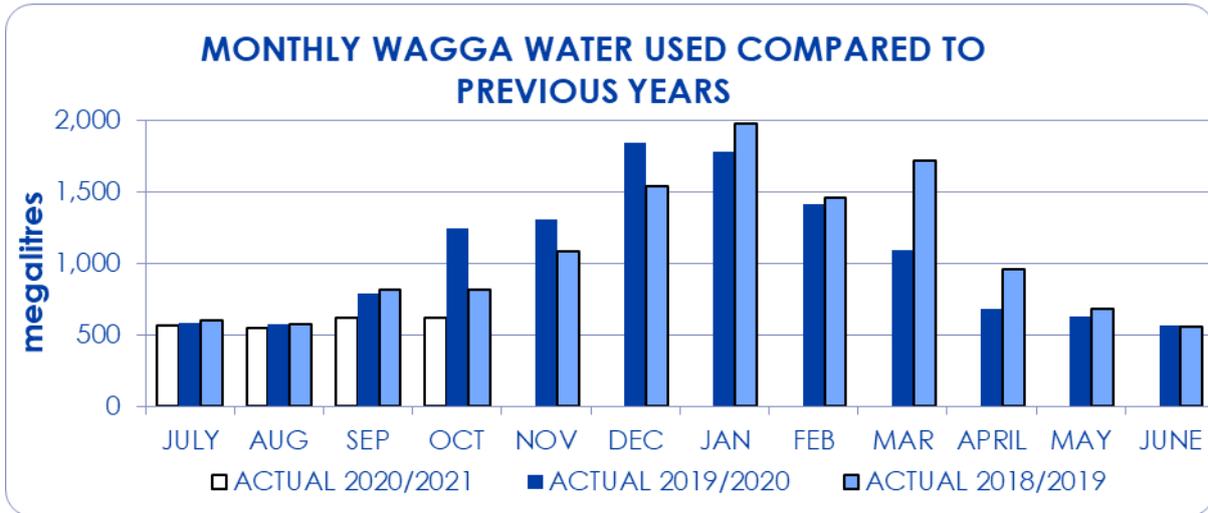
This report provides an overview of water usage, connections, maintenance and water quality matters from 1 – 31 October 2020

Water Sourced and Used

	2018	2019	2020
Rainfall (mm)	19.6	7.6	98.0
Wet days	7	3	13
Water sourced October 2020 (MI)			
North Wagga bores	238.35	291.62	146.61
West Wagga bores	235.12	651.53	422.35
East Wagga bores	340.23	378.16	149.76
Murrumbidgee River	408.00	147.56	13.41
Sub Total	1221.70	1468.87	732.13
Bulgary bores	44.59	44.55	24.27
Urana source	4.38	7.04	0.00
Ralvona bores	25.78	22.04	14.76
Walla Walla bores	15.90	23.99	0.00
Goldenfields Water Supply System	2.51	3.44	10.29
Sub Total	93.16	101.06	49.32
Woomargama	1.56	1.10	0.88
Humula	0.49	1.02	0.33
Tarcutta	4.39	4.38	2.49
Oura	4.05	3.93	2.23
Walbundrie / Rand	4.13	3.48	1.95

	2018	2019	2020
Morundah	0.89	1.08	0.66
Collingullie	7.04	7.53	6.28
Sub Total	22.55	22.52	14.82
Totals	1337.41	1592.45	796.27
Water used October 2020 (MI)			
East Bomen	23.77	35.33	38.37
Estella	92.80	126.60	55.42
North Wagga	103.24	101.65	28.45
Wagga Wagga – low level	339.63	165.27	111.94
Wagga Wagga – high level	580.80	705.56	343.62
Wagga Wagga – Bellevue level	88.45	111.86	38.33
Sub Total	1228.69	1246.27	616.13
Ladysmith system	6.20	7.58	2.85
Brucedale scheme	22.88	31.38	28.63
Currawarna scheme	19.24	16.12	7.60
Rural Southern trunk main system	124.7	174.97	77.06
Rural Western trunk main system	57.20	55.53	24.56
Sub Total	254.43	285.58	140.70
Holbrook	24.21	21.94	14.73
Woomargama	1.56	1.10	0.88
Humula	0.49	1.02	0.33
Tarcutta	4.39	4.18	2.33
Oura	4.05	3.93	2.23
Walbundrie / Rand	4.13	3.48	1.95
Morundah	0.89	1.03	0.58
Collingullie	7.04	7.45	5.96
Sub Total	22.55	44.13	28.99
Totals	1505.67	1575.98	785.82





New Service Connections, Repairs, Meters, Locations and Complaints

Location	New connect - residential	New connect - non-residential	Services renewed	Services repaired	Quality complaints	Supply complaints *	Customer dealings complaints	Other complaints	Frost damage	Meter or Metercock fault	Leaking valves or hydrants	Locations
Wagga Wagga	20		4	12	9	1				62	5	6
Wagga Wagga			2	5	2	1				26	3	3
Forest Hill			1	2						1		
North Wagga			1		1					3		
Estella										1		
Koorinal				1						2		
Turvey Park										6		
Lake Albert	2			1						6		
Ashmont	1				1					4	1	1
Tolland				1						4		
Mt Austin					1					4		1
Bourkelands										1		1
Tatton	1			1	2							
Glenfield				1	2					4		
Lloyd	8											
Springvale											1	
Boorooma	4											
Gobbagombalin	4											

Shepherds Siding						1						
Currawarna	2											
Humula										1		
Ladysmith										1		
Oura					1					1		
San Isidore						2						
Tarcutta										1		1
The Gap				1								
Bulgary				1								
Lockhart										1		
The Rock			1	1						1		
Uranquinty	1			1						1		
Yerong Creek				1								
Culcairn				1								1
Henty				3						1		
Holbrook				1		1				3		
Walla Walla			1	1	1							
Woomargama						1						
Boree Creek				1								
Urana												1
TOTAL	23	0	6	24	11	5	0	0	0	73	5	9

Water System Repairs

Wagga Wagga								
Date	Location	Town	Main type	Cause	Live repair	Outage duration time	Customers affected	Water lost (KI)
28/10/2020	Chaston Street (in front old Excelerate building near Hudson's)	Wagga Wagga	100AC	Pipe Failure (not specified)	Yes		2	5
30/10/2020	66 Ashmont Ave	Ashmont	200AC	Pipe Failure (not specified)	No		60	20

Rural								
Date	Location	Town	Main type	Cause	Live repair	Outage duration time	Customers affected	Water lost (KI)
10/10/2020	35 Baylis St	Mangoplah	100AC	Tree Roots	Yes		0	23
12/10/2020	Albury Street	Holbrook	100AC	Pipe Failure – Ground movement	No		20	89
14/10/2020	Urana Road	Bidgeemia	63PE	Pipe Failure – Ground Movement	Yes		0	12
16/10/2020	Culcairn-Holbrook Road – West of Ralvona Lane	Holbrook	50PE	Pipe Failure – Ground Movement	No		0	12
20/10/2020	Chaplin Lane	The Rock	40PE	Pipe Failure – Ground Movement	Yes		0	0
24/10/2020	Urana St	Bidgeemia	50PE	Pipe Failure – Ground Movement	Yes		0	9
24/10/2020	Finlayson St	Yerong Creek	100DICL	Leaking Collar	No		0	6
26/10/2020	Culcairn Rd	Morven	150AC	Pipe Failure (not specified)	No		6	561

28/10/2020	Culcairn Rd	Morven	150AC	Pipe Failure – Ground Movement	No		0	45
31/10/2020	6 Yarragundry St	Uranquinty	100BPVC	T/Band Broken/Leaking	No		20	10

Water Quality Complaints

Date	Location	Problem	Action Taken
1.10.2020	6 Hurst St, Nth Wagga	blocked hot water service wanted water checked at meter	checked turbidity 0.39 NTU, within ADWG
2.10.2020	8 Nara Pl, Glenfield Park	dirty water	Flushed water main
08.10.2020	54 Jack Ave, Mt Austin	dirty water	Checked turbidity 0.6NTU, CI 1.76mg/L, all within ADWG. Asked customer to flush his water through.
12.10.2020	Corner Tamar & Stirling Boulevard, Tatton	dirty water	Water was tested and turbidity 9, gal tee on copper service, told Tony to replace with brass
14.10.2020	Shop 4, 44-46 Fernleigh Rd, Wagga	dirty water	Checked turbidity 0.9 NTU and flushed service
15.10.2020	27 Wellington Ave, Tatton	dirty water	Flushed nearby dead-end Turbidity 3.7 NTU
16.10.2020	34 Wagga Wagga St, Ora	dirty water	Flushed service
20.10.2020	12 Townview Ave, Walla Walla	owner's new ceramic water filter clogging up fast with discoloration, had same issue in the past.	Flushed main
21.10.2020	49 Stirling Boulevard, Wagga	dirty water	Flushed service
22.10.2020	43 Panorama St, Koorinal	dirty water	Flushed service
31.10.2020	79 Truscott Drive, Ashmont	dirty water	Flushed suburb of Ashmont due to burst main the previous night

New water mains laid

Location	Project	63	100		150		200		300	
		PE	OPVC	DICL	OPVC	DICL	OPVC	DICL	OPVC	DICL
Bidgeemia	Mains Extension		3100							
Springvale Heights	New Sub-division				15	24				
Estella Heights 6 & 7	New Sub-division		324							
Governors Hill	New Sub-division				384					
Harris Rd 86	New Sub-division			6		78				
Brushwood Rd	Mains Extension	600								
Cottee Rd	Mains Extension	118								
Spenco Lane	Mains Extension	850								
Vincent's Rd The Rock	Mains Extension		2172							

Replacement of Existing Mains

Location	Project	63	100		150		450	600
		PE	OPVC	DICL	OPVC	DICL	DICL	DICL
Farrer Rd	Mains up-grade						228	

Other Construction

Location or Project	Work done
Ashmont Men's Shed	100mm Fire Service
CSU	Lay 2 x 100mm Electrical Conduits for CSU
Estella Heights 6 & 7	Gangs installed 12 long and 2 short services
Governors Hill	Gangs installed 8 long services

Major Repairs / Overhauls

Nil to report

Water Filling Station Activity

Location	Number of fills
Bomen Hereford Street	48
Estella Farrer Road	87
Forest Hill Elizabeth Avenue	76
Glenfield Red Hill Road	89
Henty Olympic Way	8
Holbrook Millswood Road	54
Lake Albert Plumpton Road	50
Lockhart Napier Road	38
Pleasant Hills Manson Street	3
The Rock	18
Yerong Creek Finlayson	20

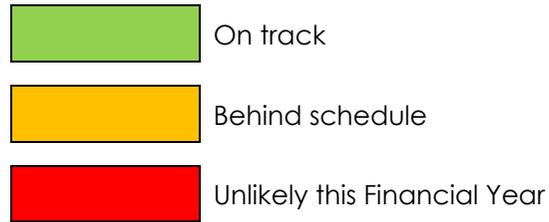
Fleet Disposals

Vehicle No	Description	Vehicle Type	Make & Model	Year	KMs	Method	Price (ex GST)
381	Engineering	Small SUV	Holden Captiva	2017		Auction	\$15,455
370	Engineering	Large SUV	Toyota Prado	2017		Auction	\$43,182

Fleet Acquisitions

Nil to report

Major Capital Projects Progress (over \$100,000)



Description	2019/20 Budget	Actual & Committed to Date	Comments
MANAGEMENT			
Administration Office			
Administration Office	\$100,000	\$39,515	Waiting on design to be finalised in accordance with feedback. Design to be provided to Quantity Surveyor (QS) for pricing in November
Depot Buildings			
Refurbishment of Operations Office – Urban	\$640,000	\$24,717	Detailed design completed, architectural, civil, structural, mechanical drawings and specification provided.
Depot Building The Rock – Non-Urban	\$500,000	\$44,930	Detailed design completed, architectural, civil, structural, mechanical drawings and specification provided and QS received.
Land and Buildings for Admin, Depot and Workshops			
Access, Parking and Landscaping			

Description	2019/20 Budget	Actual & Committed to Date	Comments
Koorinal Road purchase	\$235,000	\$125,970	Acquisition will proceed once stormwater works completed by owner. Current owner has proposed alternate solution that is being evaluated by WWCC.
Forge & Copland Street Development	\$250,000	\$220	Earthworks (pad) completed.
45 Koorinal Road purchase	\$1,500,000	\$150,000	Waiting for WWCC to sign off the subdivision.
PLANT AND EQUIPEMENT			
IT Equipment			
Computer Server Replacement – Urban	\$2,605,500	\$3,725	Budget mostly in relation to ERP - Work is yet to commence.
Computer Equipment – Urban	\$139,000	\$47,309	2021 renewal program has commenced – on track.
Working Plant and Vehicle Purchases			
Routine plant and vehicle replacements	\$1,549,847	\$423,422	Ongoing
Telemetry and Control Systems Upgrade			
Radio Telemetry SCADA Upgrade	\$482,000	\$156,203	North Wagga control and comms upgrade completed. Finalising commissioning issues. Mount Burngoogie digital repeater new completion,
Energy Efficiency and Cost Minimisation			
Solar Pilot plant – East Wagga	\$500,000	\$85,232	Company named “The Energy Project” in partnership with University of Adelaide has provided the first draft report to validate our proposed solar and battery project. RWCC has reviewed and provided comments. Riverina Water has engaged Essential Energy as part of the approval process and they are continuing to work on the detailed enquiry.

Description	2019/20 Budget	Actual & Committed to Date	Comments
SOURCES			
Bores – Renew / Refurbish / Decommission			
Bulgary Bore 3B - Reline & Riseless	\$180,000	\$174,190	Completed
TREATMENT PLANTS			
Aeration Tower Covers			
Ralvona Aeration Tower	\$85,000	\$35,271	Fabrication of two stainless steel towers completed.
West Wagga Aeration Roof Replacement / Cover	\$137,124	-\$197,877	Concrete blocks positioned for assembly of steel frames at ground level. Angle brackets for shade cloth fixed to aeration tanks. Walkway modifications for access to stainless steel towers completed.
Bulgary Aeration Cover	\$33,226	\$1,042	Potholing existing services and set out of footings.
Ralvona Aeration Cover	\$260,000	\$16,172	Designed completed. Site set-out completed.
Treatment Plant Refurbishments			
WTP stage 1 – Urban	\$3,750,000	\$302,295	Raw water pump motors repaired and received at site. Raw water pump bearings replaced, new shafts fabricated, new couplings received and reassembly commenced. Design for instrument encloses commenced.
Roads	\$473,763	\$91,709	Waiting for civil design, construction specifications, tender schedules & QS.
Footpaths and Covered Walkways	\$100,000	\$0	Design incorporated in Roads project
Landscaping	\$100,000	\$0	Design incorporated in Roads project

Description	2019/20 Budget	Actual & Committed to Date	Comments
West Wagga WTP Fluoride Plant Replacement	\$130,000	\$0	Not commenced
North Wagga WTP Fluoride Plant Replacement	\$160,000	\$0	Not commenced
Tarcutta CWS replacement	\$40,000	\$12,5470	Installed temporary CWS tank in preparation for new concrete CWS
Urana WTP replacement	\$383,651	\$16,653	Concept design and P&ID's 50% complete
PUMPING STATIONS			
Estella Pump Station	\$120,000	\$0	Waiting for final outcomes of IWCM 30-year CapEx plan
RESERVOIRS			
New / Replacement Reservoirs			
Main Low Level Reservoir 2x11ML Investigation & Design - Urban	\$434,779	\$167,351	Official opening completed. Correspondence with WWCC and Dept. of Education regarding right of access. Interim REF for options to decommission old 10MG reservoir received.
Humula Reservoir Replacement 2x 100kL with 1x 150kL	\$150,000	\$17,745	Geotechnical investigation and report completed Correspondence with WWCC (land owner) regarding compulsory acquisition of land at existing site. RFQ completed to demolish one tank and quotes received. Demolition contract awarded.
Walbundrie Reservoir #2 1x100kL with 150kL replacement	\$150,000	\$11,108	RFQ completed to demolish one tank and quotes received. Electrical switchboard relocated. Demolition contract awarded.

Description	2019/20 Budget	Actual & Committed to Date	Comments
The Rock Reservoir South	\$324,900	\$4,960	Waiting for property owner to reply to our correspondence in relation to land acquisition.
MAINS			
System Improvements			
System Improvements – Urban	\$150,000	\$4,474	In progress
WW WTP 600mm DICL Koorinal Road	\$200,000	\$14,012	
Estella PH and Res	\$500,000	\$300,698	In progress
Reticulation for Developers (including other extensions)			
Reticulation for Developers – Urban	\$800,000	\$290,150	In progress
Renew Reticulation Mains			
Renew Reticulation Mains – Non-Urban	\$200,000	\$2,859	
Renew Reticulation Mains – Urban	\$400,000	\$27,673	In progress
The Gap / Brucedale System – Non-Urban	\$150,000	\$997	
Heydon Avenue, 250m 100mm DICL	\$150,000	\$14	
Cox Avenue, Forest Hill, 600m 100mm DICL	\$300,000	\$175,020	Complete
Doigs Lane, 6.1km 63mm PE	\$100,000	\$63,910	In progress
Renew Trunk Mains			
Renew Trunk Mains – Urban	\$200,000	\$205,081	Complete
Renew Trunk Mains – Non-Urban	\$200,000	\$45,600	In progress

Description	2019/20 Budget	Actual & Committed to Date	Comments
Sturt Highway, 4km 300mm DICL	\$800,000	\$0	
Simkin/Churchill/Sherwood 1.1km 250mm oPVC	\$70,000	\$59,919	In progress
The Rock Retic oPVC	\$50,000	\$0	
SERVICES			
Service Connections, new including Meters			
Service Connections, New – Urban	\$500,000	\$162,215	In progress
Renew Services			
Renew Services – Urban	\$300,000	\$34,367	In progress
METERS			
Water Meters Replacement			
Water meters replacement – Urban	\$150,000	-\$9,515	
Remote Metering			
Meter upgrades	\$300,000	\$66,994	In progress

Financial Implications

Nil

Risk Considerations

Corporate Governance And Compliance	
Avoid	Council will avoid risks relating to corporate governance and compliance including ethical, responsible and transparent decision making and procedural/policy, legal and legislative compliance.

R11 Works Report covering November 2020

Organisational Area Engineering

Author Bede Spannagle, Director of Engineering

Summary This report provides an overview of water usage, connections, maintenance and water quality matters from 1-30 November 2020.

RECOMMENDATION that the Works Report covering November 2020 be received and noted.

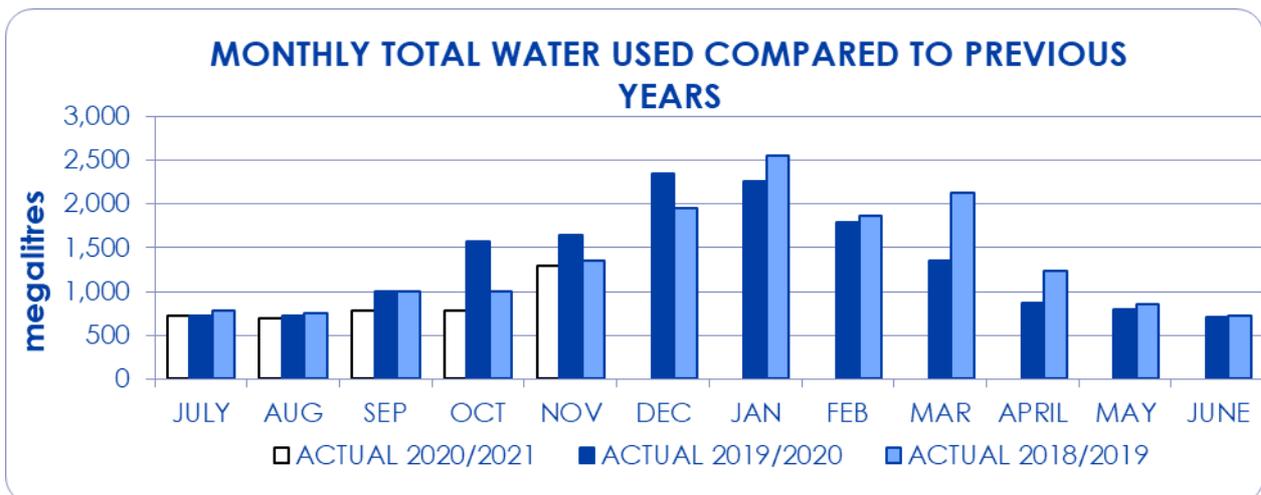
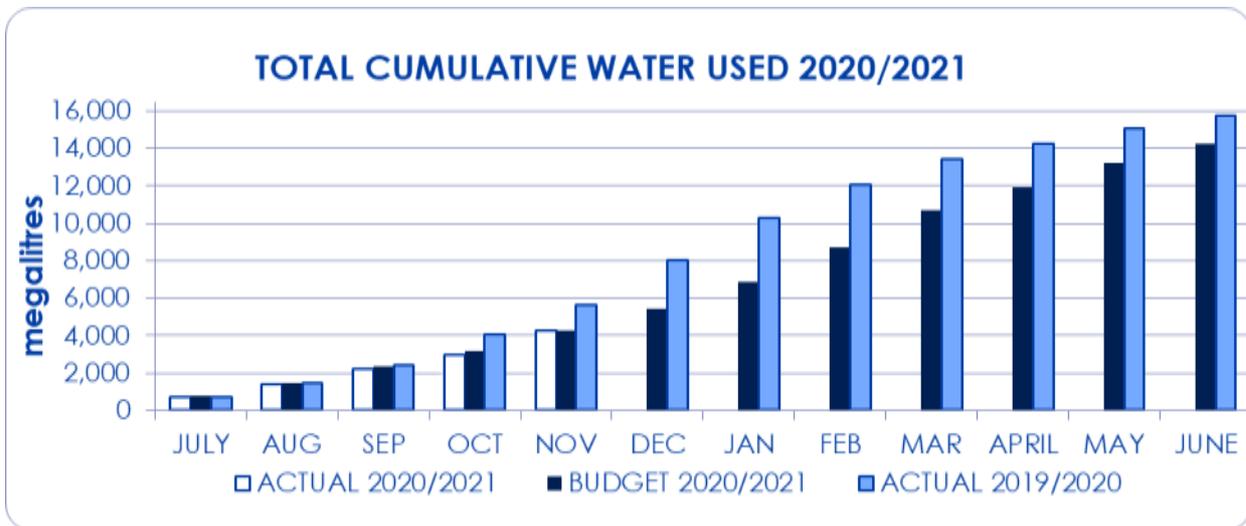
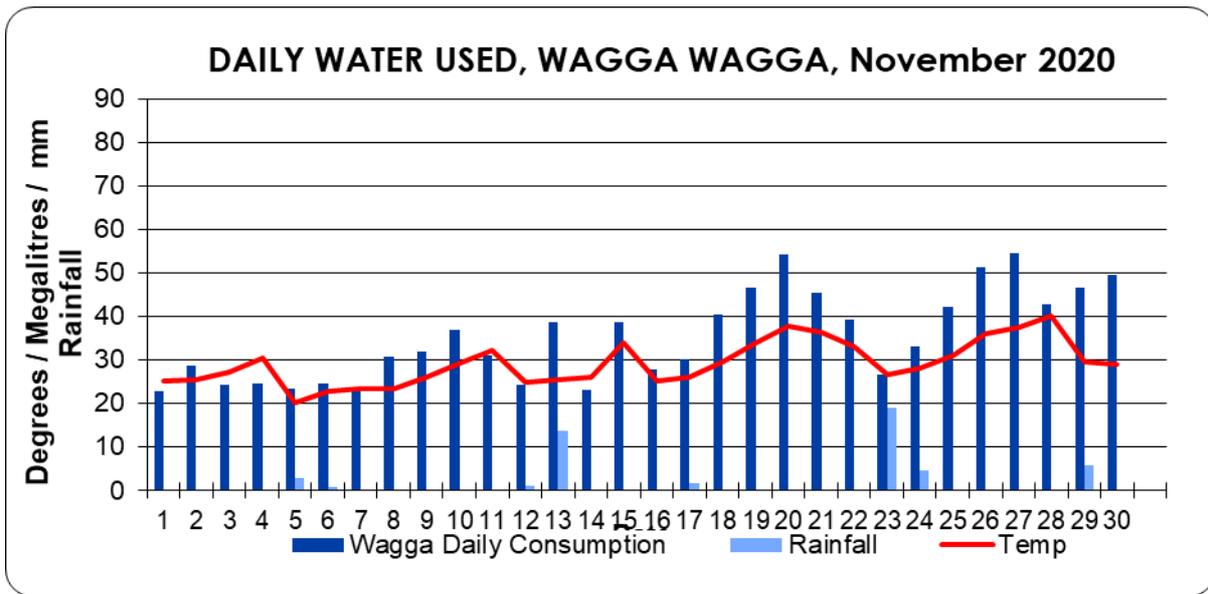
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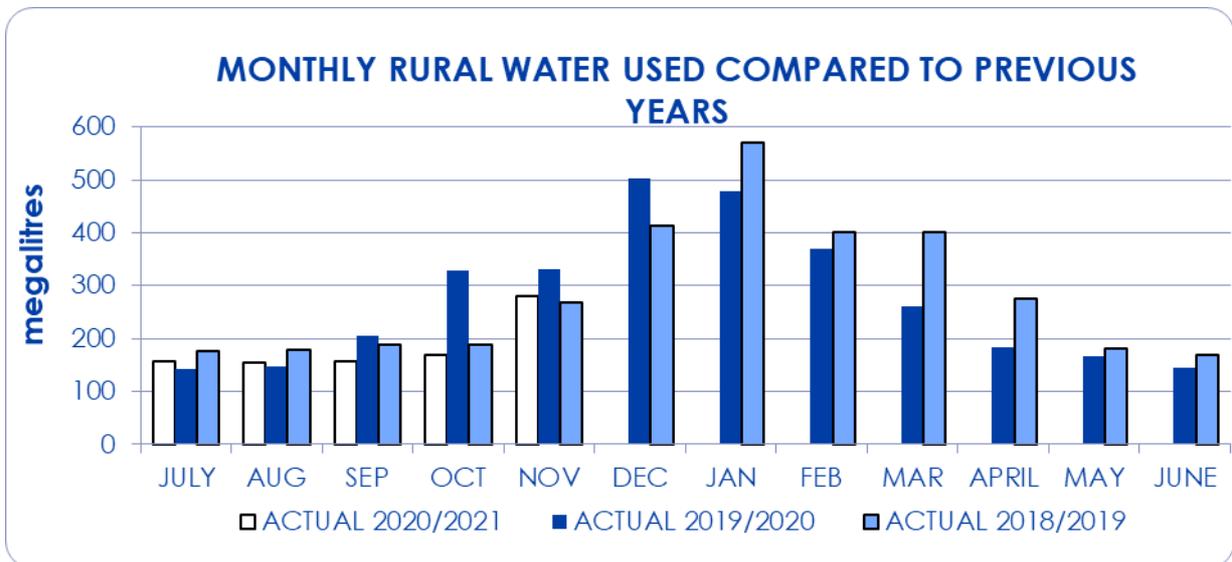
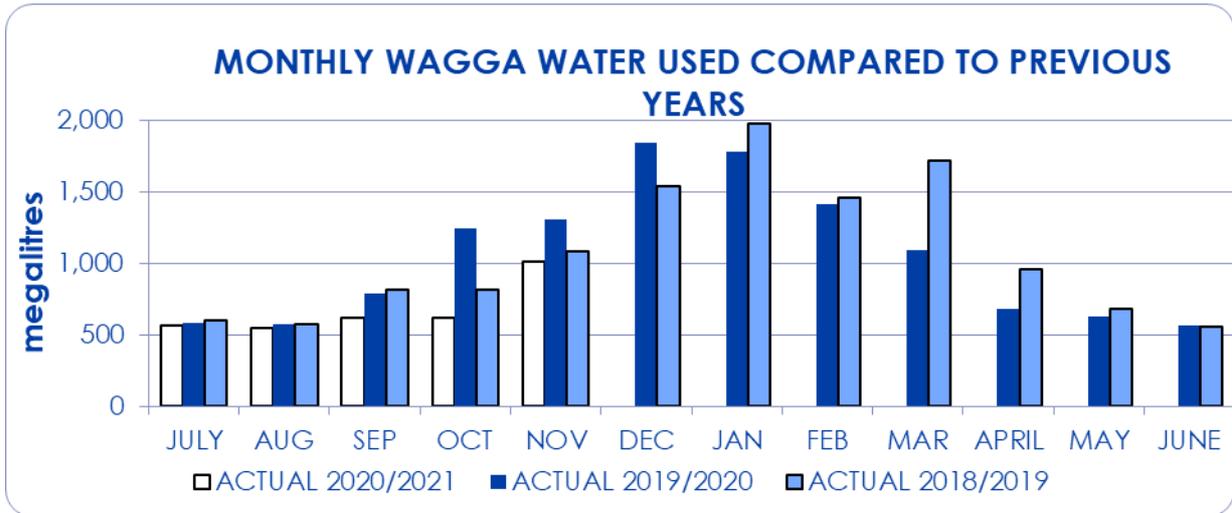
This report provides an overview of water usage, connections, maintenance and water quality matters from 1st to 30th November 2020

Water Sourced and Used

	2018	2019	2020
Rainfall (mm)	95.6	63.4	49.8
Wet days	13	4	9
Water sourced September 2020 (MI)			
North Wagga bores	246.84	293.48	234.89
West Wagga bores	133.25	591.35	512.03
East Wagga bores	290.90	357.10	306.48
Murrumbidgee River	501.41	330.04	148.17
Sub Total	1172.40	1571.97	1201.57
Bulgary bores	35.47	52.12	46.39
Urana source	6.12	8.72	4.47
Ralvona bores	20.85	23.73	20.95
Walla Walla bores	2.80	26.82	15.00
Goldenfields Water Supply System	3.19	4.10	13.68
Sub Total	68.43	115.49	100.49
Woomargama	1.03	1.32	1.16
Humula	0.28	1.47	0.39
Tarcutta	4.41	4.61	3.57
Oura	3.24	4.05	4.39
Walbundrie / Rand	2.80	3.74	3.58

	2018	2019	2020
Morundah	0.99	0.96	1.25
Collingullie	5.69	5.85	9.83
Sub Total	18.44	22.00	24.17
Totals	1259.27	1709.46	1326.23
Water used September 2020 (MI)			
East Bomen	28.21	35.10	26.07
Estella	92.90	110.83	110.09
North Wagga	91.41	99.44	68.03
Wagga Wagga – low level	261.02	189.80	162.74
Wagga Wagga – high level	526.31	751.94	552.98
Wagga Wagga – Bellevue level	82.51	120.43	95.41
Sub Total	1082.36	1307.54	1015.32
Ladysmith system	5.54	6.69	4.95
Brucedale scheme	23.22	32.52	32.02
Currawarna scheme	17.95	16.17	16.34
Rural Southern trunk main system	138.1	169.79	134.64
Rural Western trunk main system	45.00	60.09	50.15
Sub Total	250.57	285.26	238.10
Holbrook	20.76	23.70	20.97
Woomargama	1.03	1.32	1.16
Humula	0.28	1.47	0.39
Tarcutta	3.90	4.47	3.44
Oura	3.24	4.05	4.39
Walbundrie / Rand	2.80	3.74	3.58
Morundah	0.99	0.92	1.25
Collingullie	5.69	6.51	9.31
Sub Total	17.93	46.18	44.49
Totals	1350.86	1638.98	1297.91





New Service Connections, Repairs, Meters, Locations and Complaints

Location	New connect - residential	New connect - non-residential	Services renewed	Services repaired	Quality complaints	Supply complaints *	Customer dealings complaints	Other complaints	Frost damage	Meter or Metercock fault	Leaking valves or hydrants	Locations
Wagga Wagga	59		3	18	20	2				58	5	7
Wagga Wagga	2		2	10	10	1				22	2	2
Forest Hill										6		
North Wagga				1							1	
Estella	3									2		
Koorlingal	4			2	1					6		1
Turvey Park					2					3		
Lake Albert	1			1	1					4		3
Ashmont				1						5	1	
Tolland				1						4		1
Mt Austin				1	1					2	1	
Bourkelands						1				1		
Tatton	1			1	1							
Glenfield					2					2		
Lloyd	18				2							
Springvale	1									1		
East Wagga			1									
Boorooma	3											
Moorong	1											
Gobbagombalin	25											

Brucedale										1		
Oura						1				1		
San Isidore				1	1							
Bulgary				1								
Collingullie				3		2						
Tootool				1								
Lockhart				1	3	3						1
Milbrulong				1							1	
Pleasant Hills				1								
The Rock				1	1	1					1	
Uranquinty										2	1	
Yerong Creek				1								
Culcairn				2						1	1	
Henty	2											
Holbrook	1			1						2		1
Morven	1											
Walla Walla	1											
Woomargama										1		
Oaklands			1									
Urana				2								
TOTAL	64	0	4	33	25	9	0	0	0	66	9	9

Water System Repairs

Wagga Wagga								
Date	Location	Town	Main type	Cause	Live repair	Outage duration time	Customers affected	Water lost (KI)
2/11/2020	Cobden's Lane	Wagga Wagga	63PE	Pipe Failure (not specified)	Yes		0	5

3/11/2020	Connorton and Marshall	Ashmont	100AC	Pipe Failure (not specified)	Yes		0	8
26/11/2020	McNickle Rd	Moorong	100WPVC	Pipe Failure (not specified)	Yes		0	5

Rural								
Date	Location	Town	Main type	Cause	Live repair	Outage duration time	Customers affected	Water lost (KI)
6/11/2020	County Boundary Rd	Milbrulong	80PVC	Pipe Failure – Ground Movement	Yes		0	23
8/11/2020	Culcairn Rd	Holbrook	250KICL	Pipe Failure – Ground Movement	No		30	120
8/11/2020	Old Trunk Rd	The Rock	300CI	Pipe Failure – Ground Movement	No		50	120
9/11/2020	30 Mate St	Tarcutta	50PVC	Pipe Failure (not specified)	Yes		0	2
9/11/2020	Green St 21	Lockhart	150AC	Pipe Failure – Ground Movement	Yes		0	9
11/11/2020	Federation Way right near Butterwah Rd	Urana	150WPVC	T/Band Broken/Leaking	Yes		0	9
13/11/2020	Sturt Highway	Collingullie	50PVC	Tree Roots	No		6	1
13/11/2020	“Annandale” Brookdale Rd	Lockhart	40PE	Pipe Failure (not specified)	No		2	1
19/11/2020	Culcairn Rd	Holbrook	50PVC	Leaking Collar	No		0	23
19/11/2020	Chaplins Lane	The Rock	40PE	Pipe Failure – Ground Movement	Yes		0	8

22/11/2020	Osborne Yerong Creek Rd	Osbourne	40PE	Leaking Collar	No		1	2
24/11/2020	Fowlers Lane	Walbundrie	63PE	Pipe Failure – Ground Movement	Yes		0	9
27/11/2020	Cobdens Lane	The Gap	63PE	Pipe Failure (not specified)	Yes		0	3

Water Quality Complaints

Date	Location	Problem	Action Taken
02.11.2020	6 Berembee Rd, Wagga	long term dirty water	Flushed service
02.11.2020	15 Karoom Dr, Glenfield Park	dirty water	Checked turbidity 1.16 NTU, Cl 1.7mg/L, all within ADWG. Resident appeared to be home but failed to answer door.
02.11.2020	116 Dalman Parkway, Glenfield Park	dirty water, then no water and hissing	Bled the line. All good now
02.11.2020	35 Bamarook Cres	dirty water	Flushed service and talked to owner
03.11.2020	Unit 1/20 Croaker St, Turvey Park	dirty water	Flushed service
09.11.2020	7 Hill St, The Rock	very dirty water	Removed meter and flush service. Turbidity 3.26 NTU
09.11.2020	35 Hargrave Ave, Lloyd	dirty water, ongoing WQ issue	Flushed service and main until clear. Owner happy with result
09.11.2020	16 Docker St, Wagga	dirty water	Flushed main
09.11.2020	6 Brindabella Dr, Tatton	dirty water, Atherton Cres, Fitzroy St & Kimberley Drv also experiencing dirty water	Flushed main
09.11.2020	20 Nicholi Cres, L Albert	dirty water	Gal pipe work on owners' side
10.11.2020	35 Fox St, Wagga	dirty water	Flushed main
10.11.2020	74 Thorne St, Wagga	dirty water	Flushed main
10.11.2020	61 Murray St, Wagga	dirty water	Flushed main
10.11.2020	184 Morgan St, Wagga	very dirty water, day care center, kids unable to drink water	Flushed service until clear, they were happy with result

10.11.2020	45 Murray St, Wagga	dirty water	Flushed main
10.11.2020	68 Fox St, Wagga	dirty water	Flushed main
10.11.2020	21 Cummins Drv, San Isidore	Discoloured water, strong chlorine smell, child not feeling well	Checked turbidity 0.85 NTU, FCI 1.23mg/L, TCI 1.41mg/L all within ADWG. No strong smell of Cl
11.11.2020	5 Coogan St, Mt Austin	dirty water	Took meter off & flushed service until clear. Owners happy
18.11.2020	152 Lake Albert Rd, Koorringal	dirty water	Water clear, flushed service
20.11.2020	15 The Esplanade, Wagga	dirty water	Flushed main
20.11.2020	Macleay St, Wagga	dirty water	Flushed area until clear
25.11.2020	16 Bogong Cres, Tatton	brown water on & off	Checked water after 30 seconds of flushing, turbidity 0.8 NTU, retested at 0.8 NTU
26.11.2020	24 Bourkelands Drv, Wagga	dirty water	Flushed main
27.11.2020	17 Thane Crt, Lloyd West	water tastes bad although clear. He feels terrible	Checked turbidity 0.90 NTU, Cl 1.37mg/L, pH 7.6 all within ADWG. No unpleasant taste. Asked resident to check filters on tap.
28.11.2020	1 Urana St, Lockhart	dirty water	Flushed water mains
28.11.2020	69 Ferrier St, Lockhart	dirty water	Flushed water mains
26.11.2020	38 Green St, Lockhart	dirty water	Flushed water mains

New water mains laid

Location	Project	63	100		150		200		300	
		PE	OPVC	DICL	OPVC	DICL	OPVC	DICL	OPVC	DICL
Bidgeemia	Mains Extension		500							
Estella Rise 6 & 7	New Sub-Division		90							

Ladysmith	New Sub-Division		16	24						
Vincent Rd The Rock	Mains Extension		2442	12						
Gurwood St	Old Leagues Club Site		162	36						

Replacement of Existing Mains

Location	Project	63	100		150		300	300	450	600
		PE	OPVC	DICL	OPVC	DICL	OPVC	DICL	DICL	DICL
Parkins Lane	Mains Replacement	400								
Farrer Rd	Mains Up-Grade								363	
Lockhart	Mains Replacement						81	42		
Doigs Lane	Mains Extension	1100								
Heydon Ave	Mains Replacement		132							

Other Construction

Location or Project	Work done
Estella Rise 6 & 7	11 short and 7 long services by gangs

Major Repairs / Overhauls

Nil to report

Water Filling Station Activity

Location	Number of fills
Bomen Hereford Street	142
Estella Farrer Road	258
Forest Hill Elizabeth Avenue	66
Glenfield Red Hill Road	106
Holbrook Millswood Road	48
Lake Albert Plumpton Road	103
Lockhart Napier Road	123
Pleasant Hills Manson Street	2
The Rock	86
Yerong Creek Finlayson	28

Fleet Disposals

Vehicle No	Description	Vehicle Type	Make & Model	Year	KMs	Method	Price (ex GST)
226	Operators	Tipping Truck	Isuzu FVZ1400	1998		Auction	\$35,000

Fleet Acquisitions

Nil to report

Major Capital Projects Progress (over \$100,000)

	On track
	Behind schedule
	Unlikely this Financial Year

Description	2019/20 Budget	Actual & Committed to Date	Comments
MANAGEMENT			
Administration Office			
Administration Office	\$100,000	\$41,187	Waiting on design to be finalised in accordance with feedback. Design to be provided to Quantity Surveyor (QS) for pricing. Additional scope added to project to extend the existing covered outdoor area and provide overflow space for lunchroom.
Depot Buildings			
Refurbishment of Operations Office – Urban	\$879,786	\$28,474	Workshop held for Councillors to explain scope and budget. Seeking budget approval for 3 stages at December 2020 meeting.
Depot Building The Rock – Non-Urban	\$500,000	\$48,930	DA lodged. Seeking budget approval for 2 stages at December 2020 meeting.
Land and Buildings for Admin, Depot and Workshops			

Description	2019/20 Budget	Actual & Committed to Date	Comments
Access, Parking and Landscaping			
Koorungal Road purchase	\$353,604	\$125,970	Settlement completed.
Forge & Copland Street Development	\$304,467	\$220	Earthworks (pad) completed.
45 Koorungal Road purchase	\$353,604	\$125,970	Settlement completed.
PLANT AND EQUIPEMENT			
IT Equipment			
Computer Server Replacement – Urban	\$2,605,500	\$3,725	Budget mostly in relation to ERP – still in vendor acquisition stage. Project Management costs will commence here in the new year.
Computer Equipment – Urban	\$139,000	\$48,949	2021 renewal program has commenced – on track.
Working Plant and Vehicle Purchases			
Routine plant and vehicle replacements	\$1,549,847	\$423,994	Ongoing
Telemetry and Control Systems Upgrade			
Radio Telemetry SCADA Upgrade	\$482,000	\$161,353	Mount Burngoogie Digital Repeater commissioned. North Wagga control systems and comm upgrade commissioned
Energy Efficiency and Cost Minimisation			
Solar Pilot plant – East Wagga	\$500,000	\$86,772	Company named “The Energy Project” in partnership with University of Adelaide has provided the final report to validate our proposed solar and battery project. Report validates RWCC work to date and will support our Arena grant application. Riverina Water has submitted the detailed enquiry to Essential Energy and we are waiting for Connection Investigation

Description	2019/20 Budget	Actual & Committed to Date	Comments
			response that will include high level cost estimate for non-contestable works. Response expected within 30 days.
SOURCES			
Bores – Renew / Refurbish / Decommission			
Bulgary Bore 3B - Reline & Riseless	\$180,000	\$174,217	completed
TREATMENT PLANTS			
Aeration Tower Covers			
Ralvona Aeration Tower	\$85,000	\$38,558	Towers completed and ready to be installed.
West Wagga Aeration Roof Replacement / Cover	\$337,124	\$211,689	Assembly of west side steel frame commenced. Paint defects discovered and referred to contractor. Issue has caused a delay to construction. Paint Contractor has provided plan to repair paintwork on site in December subject to weather conditions.
Bulgary Aeration Cover	\$33,226	\$14,042	Services relocated, footings for shade structure and concrete path completed.
Ralvona Aeration Cover	\$60,000	\$16,324	Materials ordered for fabrication of shade structure.
Treatment Plant Refurbishments			
WTP stage 1 – Urban	\$3,750,000	\$403,442	Two Raw Water pumps installed and commissioned. Last low level clear water pump motor bearings replaced. Camera's installed in the filtered water tank to confirm flow meter issue is being caused by air entrainment. Footage provided to specialist consultant who are developing a proposal to design a solution. Replacement Compressed Air system design

Description	2019/20 Budget	Actual & Committed to Date	Comments
			completed and components ordered. Design for Instrument enclosures completed and enclosures ordered.
Roads	\$473,763	\$92,907	Waiting for civil design, construction specifications, tender schedules & QS.
Footpaths and Covered Walkways	\$100,000	\$0	Design incorporated in Roads project
Landscaping	\$110,000	\$0	Design incorporated in Roads project
West Wagga WTP Fluoride Plant Replacement	\$140,000	\$0	Not commenced
North Wagga WTP Fluoride Plant Replacement	\$170,000	\$0	Not commenced
Tarcutta CWS tank replacement	\$40,000	\$23,561	RFQ and specification for replacement concrete tank completed. Temporary CWS commissioned Four trees removed to provide space for new CWS.
Urana WTP replacement – Non-Urban	\$383,651	\$20,552	Concept design and P&ID's 80% complete. Finalising specifications and tender documentation for process and mechanical design.
PUMPING STATIONS			
Estella Pump Station	\$120,000	\$0	Assessing total electricity transformer requirements from outputs of draft IWCM 30-year CapEx plan
RESERVOIRS			
New / Replacement Reservoirs			
Main Low Level Reservoir 2x11ML Investigation & Design - Urban	\$434,779	\$172,071	RWCC reviewed and provided comments on interim REF for options to decommission old 10MG reservoir.

Description	2019/20 Budget	Actual & Committed to Date	Comments
Humula Reservoir Replacement 2x 100kL with 1x 150kL	\$150,000	\$18,597	One concrete tank demolished. RFQ and specification for replacement concrete tank completed.
Walbundrie Reservoir #2 1x100kL with 150kL replacement	\$150,000	\$13,011	One concrete tank demolished. RFQ and specification for replacement concrete tank completed.
The Rock Reservoir South	\$324,900	\$4,960	Visited site and attempted to meet with owner again. Alternative options now being considered.
MAINS			
System Improvements			
System Improvements – Urban	\$150,000	\$5,099	In progress
WW WTP 600mm DICL Koorungal Road	\$200,000	\$14,012	
Estella PH and Res	\$1,030,000	\$415,372	In progress
Reticulation for Developers (including other extensions)			
Reticulation for Developers – Urban	\$800,000	\$356,939	In progress
Renew Reticulation Mains			
Renew Reticulation Mains – Non-Urban	\$200,000	\$2,859	
Renew Reticulation Mains – Urban	\$400,000	\$46,878	In progress
The Gap / Brucedale System – Non-Urban	\$150,000	\$997	
Heydon Avenue, 250m 100mm DICL	\$150,000	\$19,564	Commenced
Cox Avenue, Forest Hill, 600m 100mm DICL	\$300,000	\$175,020	Complete

Description	2019/20 Budget	Actual & Committed to Date	Comments
Doigs Lane, 6.1km 63mm PE	\$100,000	\$63,984	Complete
Renew Trunk Mains			
Renew Trunk Mains – Urban	\$200,000	\$208,374	Complete
Renew Trunk Mains – Non-Urban	\$200,000	\$56,961	In progress
Sturt Highway, 4km 300mm DICL	\$800,000	\$0	
Simkin/Churchill/Sherwood 1.1km 250mm oPVC	\$70,000	\$59,815	In progress
The Rock Retic oPVC	\$50,000	\$0	
SERVICES			
Service Connections, new including Meters			
Service Connections, New – Urban	\$500,000	\$197,742	In progress
Renew Services			
Renew Services – Urban	\$300,000	\$40,525	In progress
METERS			
Water Meters Replacement			
Water meters replacement – Urban	\$150,000	-\$8,758	
Remote Metering			
Meter upgrades	\$300,000	\$66,994	In progress

Financial Implications

Nil

Risk Considerations

Corporate Governance And Compliance	
Avoid	Council will avoid risks relating to corporate governance and compliance including ethical, responsible and transparent decision making and procedural/policy, legal and legislative compliance.

M1 Minutes of Audit, Risk and Improvement Committee held on 16 November 2020

Organisational Area Governance & Human Resources

Author Wendy Reichelt, Governance & Records Officer

Summary The Audit, Risk and Improvement Committee met on 16 November 2020 and the are attached.

RECOMMENDATION that Council endorses the recommendations contained in the minutes of the Audit, Risk and Improvement Committee meeting held on 16 November 2020.

Report

The Audit, Risk and Improvement Committee met on 16 November 2020. The minutes of the meeting are attached.

› **M1.1** **Audit, Risk and Improvement Committee Minutes 16 November 2020** [↓](#) 

Minutes of the Audit, Risk and Improvement Committee held on Monday 16 November 2020

The meeting of the Riverina Water County Council Audit, Risk and Improvement Committee was declared open at 9:32am.

1 Acknowledgment of Country

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of this Land. I would also like to pay respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Community members present.

2 Attendance and Apologies

Present

David Maxwell (Chairperson)
Bryce McNair
Clr Tim Koschel

In Attendance

Phil Swaffield	National Audits Group
Matt Knox	National Audits Group
Andrew Crakanthorp	General Manager
Bede Spannagle	Director of Engineering (via Zoom)
Emily Tonacia	Manager Corporate Services
Simon Thomson	Manager Human Resources & Governance
Melissa Vincent	Executive Assistant to the General Manager

Apologies

Steve Prowse	National Audits Group
Wendy Reichelt	Governance and Records Officer

3 Declaration of interests

None declared.

4 Minutes of Previous Meetings

4.1 Minutes of the Riverina Water Audit, Risk and Improvement Committee Meeting held on Wednesday 22 July 2020

20/036 RESOLVED:

On the Motion of B McNair and D Maxwell

That the minutes of the Audit, Risk and Improvement Committee meeting of 22 July 2020, having been circulated and read by Members, were confirmed as a true and accurate record of the proceedings.

CARRIED

4.2 Minutes of the Riverina Water Audit, Risk and Improvement Committee Meeting held on Wednesday 16 September 2020

20/037 RESOLVED:

On the Motion of D Maxwell and B McNair

That the minutes of the Audit, Risk and Improvement Committee meeting of 22 July 2020 and 16 September 2020, having been circulated and read by Members, were confirmed as a true and accurate record of the proceedings.

CARRIED

5 External Audit

5.1 2019/20 Financial Statements - Independent Auditor's Reports

20/038 RESOLVED:

On the Motion of D Maxwell and Councillor T Koschel

That the Audit, Risk and Improvement Committee has reviewed the 2019/2020 Independent Auditor's Reports, being:

- 1. Independent Auditor's Report for the General Purpose Financial Statements;**
- 2. Independent Auditor's Report for the Special Purpose Financial Statements;**
- 3. Report on the Conduct of the Audit.**

The Committee does not consider these reports raise any matters the need to be addressed by the Committee.

CARRIED

6 Internal Audit

6.1 Annual StateCover WHS Self-Audit Report 2020

20/039 RESOLVED:

On the Motion of Councillor T Koschel and B McNair

That Audit, Risk and Improvement Committee receive and note the Annual Self-Audit Report. Further, that the proposed action plan to be provided to the next meeting of the Committee and the actions be added to the audit follow-up management action plan.

CARRIED

Report 6.2 Provision of Internal Audit Services was deferred for consideration following the departure of National Audit Group Representatives.

6.3 Internal Audit Status Report

20/040 RESOLVED:

On the Motion of B McNair and Councillor T Koschel

Audit, Risk and Improvement Committee receive and note the Internal Audit Status Report as amended, including the Water Treatment Plant operations audit as Item 6 in the schedule referred to in the report.

CARRIED

6.4 Draft Engagement Letter - Internal Audit: Procurement

20/041 RESOLVED:

On the Motion of Councillor T Koschel and B McNair

That the scope of the assignment be to review the existing policies, processes and interactions in relation to Council's Procurement cycle in relation to compliance with legislation and best practice as per OLG NSW Government Guidelines, and to test the existence efficiency and efficacy of internal controls including procedures to capture avoidance of tendering requirements.

CARRIED

Phil Swaffield and Matt Knox left the meeting 10:04am.

6.2 Provision of Internal Audit Services

20/042 RESOLVED:

On the Motion of B McNair and Councillor T Koschel

That Audit, Risk and Improvement Committee recommend the National Audit Group contract be extended for two years (subject to the provision of Section 428(a)) by accessing the Local Government Procurement approved purchasing panel.

CARRIED

7 Other Reports

7.1 Review Audit Committee Performance

20/043 RESOLVED:

On the Motion of B McNair and Councillor T Koschel

RECOMMENDATION:

(a) That the report be noted

(b) That the General Manager prepare an action plan to address opportunities for improvement highlighted in the report and the survey results and present that action plan to the March 2021 meeting of the ARIC

CARRIED

7.2 Risk & Governance Report

20/044 RESOLVED:

On the Motion of Councillor T Koschel and B McNair

That Audit, Risk and Improvement Committee note the report on risk and governance activities from 15 July to 16 November 2020.

CARRIED

7.3 Lessons Learnt - UGL Contract

20/045 RESOLVED:

On the Motion of B McNair and Councillor T Koschel

That Audit, Risk and Improvement Committee;

1) note the report

2) refer the recommendations contained within the report to management for implementation.

CARRIED

8 General Manager Report – verbal

The General Manager gave a verbal update to the Committee regarding:

- ERP Update provided by Emily Tonacia
- The 2020 Community Grants Program
- General Manager appointment as a Council Member Director of StateCover Mutual for a two year term.

20/046 RESOLVED:

On the Motion of Councillor T Koschel and B McNair

That the General Manager's Report be received.

CARRIED

9 Riverina Water Work Health and Safety Committee minutes

9.1 WHS Committee Minutes Receipt

20/047 RESOLVED:

On the Motion of Councillor T Koschel and B McNair

That the minutes of the Riverina Water Work Health and Safety Committee meeting of 13 August 2020, having been circulated and read by members, were received.

That Work Health and Safety Committee consider, and if thought fit recommend to Council, the adoption of a permanent policy that all staff be encouraged not to attend at work unless they are free of colds, sneezes and sniffles.

CARRIED

10 Committee Operations

10.1 ARIC Meeting Actions Register

20/048 RESOLVED:

On the Motion of B McNair and Councillor T Koschel

That the Audit, Risk and Improvement Committee note the actions on the Audit Risk & Improvement Committee actions register as at 10 November 2020

CARRIED

10.2 Forward Meeting Plan 2021

20/049 RESOLVED:

On the Motion of B McNair and Councillor T Koschel

That the Audit, Risk and Improvement Committee review and adopt the Forward Meeting Plan for 2021 as appended to this report and that the meetings of the Committee be held on the second Wednesday of the relevant meeting month.

CARRIED

10.3 Audit follow-up management action plan

20/050 RESOLVED:

On the Motion of B McNair and Councillor T Koschel

That the Audit, Risk and Improvement Committee review and note the updated Audit follow-up management action plan at 11 November 2020

CARRIED

This concluded the meeting of the Riverina Water County Council Audit, Risk and Improvement Committee which rose at 11:40am

CONF-1 Operations Office Refurbishment Project

Organisational Area Engineering

Author Tamarin Taylor, Project Officer

Summary The report provides an update on the Operations Office Refurbishment project

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business