



Extraordinary Meeting of Riverina Water County Council

The meeting will be held in the Riverina Water Board Room,
91 Hammond Ave, Wagga at 9:30am on Thursday 31 March
2022

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

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R1 Minutes of Board Meeting held 24 February 2022

Organisational Area Chief Executive Officer

Author Andrew Crakanthorp, Chief Executive Officer

Summary This report attaches the minutes of the Board Meeting held on 24 February 2022 and recommends that Council adopt such minutes.

RECOMMENDATION that Council adopt the minutes of the Board Meeting held on 24 February 2022.

Report

The last meeting of the Board was held on 24 February 2022. As Board Members are aware the minutes of previous meetings are usually accepted by resolution at the next available meeting.

The adoption of the minutes is normally a “procedural matter” that occurs early in the agenda (and before the consideration of reports).

› R1.1 **2022-02-24 Board Meeting Minutes 24 February 2022.PDF** [↓](#) 

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.

Minutes of the Meeting of Riverina Water County Council held on Thursday 24 February 2022

The meeting of the Riverina Water County Council Board was declared open at 9:31 am.

Present

Councillor Tim Koschel (Chairperson)
Councillor Doug Meyer OAM
Councillor Georgie Davies
Councillor Gail Driscoll
Councillor Dan Hayes
Councillor Michael Henderson
Councillor Jenny McKinnon
Councillor Tony Quinn

In Attendance

Chief Executive Officer	(Andrew Crakanthorp)
Director Engineering	(Bede Spannagle)
Customer & Communications Team Leader	(Joshua Lang)
Executive Assistant to the Chief Executive Officer	(Melissa Vincent)
Manager Works	(Austin Morris)
Accounting Officer	(Genevieve Taylor)
Governance & Records Officer	(Wendy Reichelt)

Reminder of Ethical Obligations

Board members are reminded of the Oath or Affirmation of Office that they made under Section 233A of the Local Government Act 1993. Board members and staff are also reminded of their obligations under Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

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.

Livestreaming of Meeting

Board meetings, including public address speeches, are recorded and webcast live on Council's website. If you are addressing a meeting, your image, voice and name, will form part of the webcast.

Apologies

Apologies were received for Councillor P Bourke and Ms Emily Tonacia.

Declaration of pecuniary and non-pecuniary interests

Councillor Tim Koschel declared a non-pecuniary interest in R1 List of Investments the reason being his employment with a financial institution and he remained in the meeting during the discussion.

Councillor Michael Henderson declared a pecuniary interest in R5 Rescission of Policy 1.4 Statement of Business Ethics the reason being he is a supplier to Riverina Water and left the meeting during the discussion.

Confirmation of Minutes

22/008

RESOLVED:

On the Motion of Councillors T Quinn and D Meyer OAM

That the minutes of the meeting of 2 February 2022, having been circulated and read by Members, were confirmed as a true and accurate record of the proceedings.

CARRIED

Correspondence

Local Government: NSW Weekly Circulars: previously forwarded to Councillors by Constituent Councils

Staff Consultative Committee: Forwarding a copy of Minutes of the meeting held on 18 November 2021

Staff Consultative Committee: Forwarding a copy of Minutes of the meeting held on 27 January 2022

Work Health & Safety Committee: Forwarding a copy of Minutes of the meeting held on 9 December 2021

Work Health & Safety Committee: Forwarding a copy of Minutes of the meeting held on 15 January 2022

RECOMMENDATION that the correspondence be received.

Open Reports

R1 List of Investments

22/009

RESOLVED:

On the Motion of Councillors T Quinn and D Meyer OAM

That Council receive and note the report detailing external investments for the months of November 2021, December 2021, and January 2022.

CARRIED

R2 December 2021 Quarterly Budget Review

22/010

RESOLVED:

On the Motion of Councillors D Hayes and T Quinn

That the Quarterly Budget Review Statement for the period ended 31 December 2021 be received and the recommended changes be adopted.

CARRIED

R3 Gumly Gumly Private Irrigation District Service Agreement

22/011

RESOLVED:

On the Motion of Councillors D Meyer OAM and T Quinn

That Council not enter into any future agreement with the Gumly Gumly Private Irrigation District beyond 30 June 2022.

CARRIED

R4 Annual Code of Conduct Complaints Statistics Report

22/012

RESOLVED:

On the Motion of Councillors G Davies and M Henderson

That Council note there were no Code of Conduct complaints received or finalised during the 2020-21 reporting year.

CARRIED

Councillor Michael Henderson left the meeting at 10:09am

R5 Rescission of Policy 1.4 Statement of Business Ethics**22/013 RESOLVED:**

On the Motion of Councillors T Quinn and D Meyer OAM

That Council:

- a) Rescind Policy 1.4 Statement of Business Ethics
- b) Note that Policy 1.4 Statement of Business Ethics will be replaced by a Statement of Business Ethics to be published on the Riverina Water website and given to contractors and suppliers dealing with Riverina Water

CARRIED

Councillor Michael Henderson returned to the meeting at 10:09am

R6 Code of Meeting Practice Policy 1.02

A motion was moved by Councillors G Davies and J McKinnon

That Council:

- a) Note the changes to the Code of Meeting Practice, Policy 1.02 including the new provisions outlined in the *Model Code of Practice for Local Government in NSW 2021*
- b) Note that the revised Code of Meeting Practice, Policy 1.02 will be placed on public exhibition for a period of 28 days
- c) Note that a further report will be provided to the April 2022 meeting with the outcome of the exhibition period

The motion was withdrawn by Councillor G Davies and J McKinnon

22/014 RESOLVED:

On the Motion of Councillors D Meyer OAM and D Hayes

That discussion of the Draft Code of Meeting Practice be moved to a workshop with a further report to the April meeting.

CARRIED**R7 Media Policy 1.29****22/015 RESOLVED:**

On the Motion of Councillors T Quinn and G Davies

That Council adopt the revised Media Policy 1.29 noting that the policy will now have a review period of 4 years.

CARRIED

R8 Acknowledgment of Country Policy 1.29**22/016 RESOLVED:**

On the Motion of Councillors G Davies and G Driscoll

That Council adopt the reviewed Policy 1.29 Acknowledgment of Country**CARRIED****R9 Board member access to information and premises Policy 1.09****22/017 RESOLVED:**

On the Motion of Councillors T Quinn and J McKinnon

That Council review and adopt Board member access to information and premises Policy 1.09**CARRIED****R10 Board Member Training and Development Policy 1.08****22/018 RESOLVED:**

On the Motion of Councillors D Meyer OAM and G Davies

That Council:

- a) Review the Board Member Training and Development Policy 1.08**
- b) Note that the Board Member Training and Development Policy 1.08 will be placed on public exhibition following the February 2022 Board meeting and a further report will be provided to the April meeting of the Board for adoption.**

CARRIED**R11 Draft Assistance for Undetected Water Leaks Policy****22/019 RESOLVED:**

On the Motion of Councillors T Quinn and M Henderson

That Council:

- a) Endorse the draft policy and place it on public exhibition until 31 March 2022 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 proposed policy**
 - ii. Proposing adoption of the policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period.**

CARRIED

R12 Annual customer survey**22/020 RESOLVED:**

On the Motion of Councillors G Davies and D Hayes

That Council endorse undertaking a revised customer survey for 2021-22 at a lower cost than previous years.

CARRIED

R13 2021-22 Community Grants Program assessment panels**22/021 RESOLVED:**

On the Motion of Councillors D Hayes and D Meyer OAM

That Council:

- a) Receive and note the report**
- b) Nominate Board members and an alternate as required to Community Grants Program assessment panels**
- c) Authorise the CEO to make changes to the assessment panel members due to unavailability or conflict of interest to be made at his discretion, should that be required.**

CARRIED

Councillor D Meyer OAM was nominated and appointed as the member of the Greater Hume Council Panel with Councillor Quinn as an alternate

Councillor Gail Driscoll was nominated and appointed as the member of the Lockhart Shire Council panel

Councillor Georgie Davies was nominated and appointed as the member of the Wagga Wagga City Council Panel

Councillor Pat Bourke was nominated and appointed as the member of the Federation Council Panel.

R14 Work Health & Safety Constitution**22/022 RESOLVED:**

On the Motion of Councillors JM McKinnon and GD Davies

That Council adopt the Riverina Water County Council Work Health and Safety Constitution dated February 2022.

CARRIED

R15 Adoption of SCC Constitution**22/023 RESOLVED:**

On the Motion of Councillors T Quinn and G Davies

That Council adopt the Riverina Water County Council Staff Consultative Committee Constitution dated February 2022

CARRIED**R16 Review of Take Home Vehicle Policy****22/024 RESOLVED:**

On the Motion of Councillors D Hayes and G Davies

That Council adopt the Riverina Water County Council Take Home Vehicle Internal Policy dated February 2022.

CARRIED**R17 Goldenfields Water County Council customer transfer****22/025 RESOLVED:**

On the Motion of Councillors D Hayes and D Meyer OAM

That Council:

- a) Receive and note the report**
- b) Receive and note the updated Community Engagement Plan**

CARRIED**R18 Lost Time Injury Statistics 2021/22 - July-January Period****22/026 RESOLVED:**

On the Motion of Councillors D Hayes and T Quinn

That Council receive and note the statistics report for Lost Time Injuries for the period July 2021 to January 2022.

CARRIED

Mrs Wendy Reichelt left the meeting at 10:50am

R19 Oura LAND MATTERS**22/027 RESOLVED:**

On the Motion of Councillors D Hayes and G Davies

That Council:

1. **Purchase additional land by agreement with the property owner, Lot 10 as shown in the attached unregistered plan, for the replacement of Oura reservoirs.**
2. **Delegate authority to the Chief Executive Officer to purchase the land in accordance with the Local Government Act 1993, and classify the land as operational, upon acquisition.**
3. **Affix Council's Common Seal to documents as required.**

CARRIED**R20 NSW Department of Primary Industries & Environment Concurrence - Riverina Water County Council Integrated Water Management Strategy****22/028 RESOLVED:**

On the Motion of Councillors D Hayes and D Meyer OAM

That Council receive and note the report.

CARRIED**R21 Net Zero Emissions Policy Adoption****22/029 RESOLVED:**

On the Motion of Councillors J McKinnon and D Hayes

That Council:

- a) **Note the submissions received in response to the exhibition of the Draft Net Zero Emissions Policy**
- b) **Adopt the Net Zero Emissions Policy**

CARRIED**R22 Works Report covering January 2022****22/030 RESOLVED:**

On the Motion of Councillors D Hayes and G Davies

That the Works Report covering January 2022 be received and noted.

CARRIED

R23 Council Resolution Sheet**22/031 RESOLVED:**

On the Motion of Councillors T Quinn and G Davies

That the report detailing the status of the active resolutions of Council be received.

CARRIED

Committee Minutes**M1 Minutes of Audit, Risk and Improvement Committee held on 10 November 2021****22/032 RESOLVED:**

On the Motion of Councillors D Meyer OAM and J McKinnon

That Council endorses the recommendations contained in the minutes of the Audit, Risk and Improvement Committee meeting held on 10 November 2021.

CARRIED

Questions and statements

The following questions and statements were made by those present:

1. Clr Quinn asked Director Engineering if The Rock Reservoir was proceeding as planned. Director Engineering advised it is.
2. Clr Meyer advised that Holbrook customers are still mentioning they can smell and taste chlorine in the water and asked if anything else can be done about this. Director Engineering advised Clr Meyer to have customers contact Riverina Water so water quality testing can be undertaken.
3. Clr Driscoll noted her support for Clr McKinnon's comments on privacy in Works Reports going forward
4. Clr Koschel noted that while attending the Water Management Conference in Narrabri 2 weeks ago, Riverina Water was awarded the Sam Samra award and presented the award to the Chief Executive Officer Mr Crakanthorp. Clr Koschel invited the CEO to provide further information on the award. Clr Koschel thanked everyone for their attendance today.
5. Mr Crakanthorp advised that during the LGNSW Conference in Sydney next week, it is tradition for Riverina Water to take the representatives from Constituent Councils to dinner.

Mr Crakanthorp reminded Councillors to visit their preferred clothing supply shop and purchase their suits for the Board and to provide the receipts for reimbursement.

Mr Crakanthorp raised the possibility of organising a ½ day tour of network locally to begin with, potentially around the June meeting and Clr Quinn confirmed the importance of Councillors viewing all Riverina Water infrastructure this year.

Director Engineering offered to deliver a presentation during the next workshop on the network and how it works, Councillors were supportive of this.

This concluded the meeting of the Riverina Water County Council Board which rose at 11:29am.

R2 Purchase of a 133ML Lower Billabong Water Source

Organisational Area Operations

Author Jason Ip, Manager Operations

Summary Riverina Water is finalising the purchase and transfer of the 133 megalitres of water from the Lower Billabong Water Source, that Council resolved to purchase at its meeting in October 2021. The Chief Executive Officer requires the delegation under Section 377(1) of the Local Government Act, to finalise the legal transfer of Water Access License (WAL33062) to Riverina Water.

RECOMMENDATION that Council grants the Chief Executive Officer the necessary delegations to finalise the legal transfer of Water Access License (WAL33062) to Riverina Water, under section 377 of the NSW Local Government Act.

Report

Riverina Water is finalising the purchase and transfer of the 133 megalitres of water from the Lower Billabong Water Source, that Council resolved to purchase at its meeting in October 2021.

Negotiations are complete at a total cost of \$39,900 (for 133 megalitres of water).

The Water Management Act 2000 requires the transferee to be an authorised person of the company. In the case of Riverina Water, the authorised person is the Chief Executive Officer and the delegation to execute the sale contract and subsequent transfer of the Water Access Licence (WAL33062), is enabled by the Council under section 377(1) of the NSW Local Government Act.

Financial Implications

Not applicable.

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.

CONF-1 Tender for Specification W278 Roof Sheeting, Gutters, Colorbond Custom orb and Insulated Wall Panels

Organisational Area Engineering

Author Tamarin Taylor, Project Officer

Summary This report provides a recommendation to award Tender W278 for the roof sheeting, gutters, colorbond custom orb and insulated wall panels for the Operations 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:

(di) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it