

# Minutes of the Meeting of Riverina Water County Council held on Wednesday 27 April 2022

---

The meeting of the Riverina Water County Council Board was declared open at 9:35am.

## Present

Chairperson Tim Koschel  
Councillor Doug Meyer OAM  
Councillor Pat Bourke  
Councillor Tony Quinn  
Councillor Georgie Davies  
Councillor Gail Driscoll  
Councillor Michael Henderson

## In Attendance

Chief Executive Officer	(Andrew Crakanthorp)
Director Corporate Services	(Emily Tonacia)
Acting Director Engineering	(Austin Morris)
Customer & Communications Team Leader	(Joshua Lang)
Executive Assistant to the Chief Executive Officer	(Melissa Vincent)
Governance & Records Officer	(Wendy Reichelt)
Assets Supervisor	(Aran Beckett)

## 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.

## Apologies

**22/038 RESOLVED:**  
On the Motion of Councillors T Quinn and D Meyer OAM

**An apology for non-attendance was received from Councillors Dan Hayes and Jenny McKinnon and Mr Bede Spannagle (Director Engineering).**

**CARRIED**

## Declaration of pecuniary and non-pecuniary interests

Chairperson Tim Koschel declared a non-pecuniary interest in R1 List of Investments the reason being he works for a bank and remained in the meeting during the discussion.

Chairperson Tim Koschel declared a significant non-pecuniary interest in R16 Greater Hume Community Grants the reason being the bank he works for have co-funded some of the grants and left the meeting during the discussion.

Chairperson Tim Koschel declared a significant non-pecuniary interest in R24 Henty Sportsground - Water connection upgrade the reason being the bank he works for co-funded some of the grants and left the meeting during the discussion.

Mr Crakanthorp declared a significant pecuniary interest in Conf 1 – Performance Review – CEO and Conf 2 CEO Application for Re-employment, the reason being he is currently employed as CEO and his performance is discussed in the reports. Mr Crakanthorp left the room during discussion of both reports.

## Confirmation of Minutes

### **22/039 RESOLVED:**

On the Motion of Councillors D Meyer OAM and G Davies

**That the minutes of the meeting of 24 February 2022 and the extraordinary meeting of 31 March 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 24 March 2022

Lockhart Shire Council Sam Samra Award 7 March 2022

Th Hon Michael McCormack MP Congratulations on winning Sam Samra Award 23 march 2022

Goldenfields Water on congratulating the Chairperson & Deputy Chairperson on their election 25 March 2022

### **22/040 RESOLVED:**

On the Motion of Councillors T Quinn and M Henderson

**That the correspondence be received.**

**CARRIED**

## Chairperson's Minute

CM1      **Sam Samra Award**

**22/041      RESOLVED:**  
On the Motion of Councillors T Koschel

**That Council:**

- a) congratulate all staff for their role in Council receiving the highest accolade awarded to a Water Utility in NSW for 2021/22.
- b) Authorise the CEO to organise an extended BBQ lunch function in the coming months with Board Members and all staff invited.

**CARRIED**

*The Board members agreed to hold the extended BBQ lunch following the 22 June 2022 board meeting.*

## Open Reports

R1      **List of Investments**

**22/042      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 February 2022 and March 2022.**

**CARRIED**

R2      **March 2022 Quarterly Budget Review**

**22/043      RESOLVED:**  
On the Motion of Councillors G Davies and D Meyer OAM

**That the Quarterly Budget Review Statement for the period ended 31 March 2022 be received and the recommended changes be adopted.**

**CARRIED**

**R3 Riverina Water Code of Meeting Practice Policy 1.02**

**22/044 RESOLVED:**

On the Motion of Councillors T Quinn and D Meyer OAM

**That Council:**

- a) review the amended Riverina Water Code of Meeting Practice Policy 1.02;
- b) note that the Code of Meeting Practice will be placed on public exhibition for a period of 28 days following review by the board; and
- c) note that following the exhibition period, the Code of Meeting Practice Policy 1.02 will be presented to the board for adoption at its meeting in June 2022.

**CARRIED**

**R4 Board Member Expenses and Facilities Policy 1.10**

**22/045 RESOLVED:**

On the Motion of Councillors G Davies and G Driscoll

**That Council adopt the Board Member Expenses and Facilities Policy 1.02, noting no public submissions were received during the twenty eight day exhibition period.**

**CARRIED**

**R5 Public Access to Information Policy 1.15**

**22/046 RESOLVED:**

On the Motion of Councillors G Davies and G Driscoll

**That Council adopt the Public Access to Information Policy 1.15**

**CARRIED**

**R6 Donations Policy 1.25**

**22/047 RESOLVED:**

On the Motion of Councillors D Meyer OAM and G Davies

**That Council adopt the Donations Policy 1.25**

**CARRIED**

**R7 Assistance for Undetected Water Leaks Policy 4.19**

**22/048 RESOLVED:**

On the Motion of Councillors T Quinn and G Davies

**That Council adopt the Assistance for Undetected Water Leaks Policy 4.19, noting no public submissions were received during the exhibition period.**

**CARRIED**

**R8 Revised Environmental Policy 5.0**

**22/049 RESOLVED:**

On the Motion of Councillors D Meyer OAM and G Driscoll

**That Council review and adopt the Environmental Policy 5.0 as attached to this report.**

**CARRIED**

**R9 Disclosures by Councillors and Designated Persons**

**22/050 RESOLVED:**

On the Motion of Councillors T Quinn and D Meyer OAM

**That Council :**

- a) Note the register of disclosures by councillors and designated persons tabled at the meeting; and**
- b) Note that the home addresses of board members will be redacted prior to the register being placed on the Riverina Water website.**

**CARRIED**

**R10 Payments of Superannuation to Councillors**

**22/051 RESOLVED:**

On the Motion of Councillors G Davies and G Driscoll

**That Council pay superannuation to Board Members at the superannuation guarantee rate in accordance with section 254B of the Local Government Act 1993.**

**CARRIED**

**R11 Appointment of Independent Members - Audit, Risk & Improvement Committee**

**22/052 RESOLVED:**

On the Motion of Councillors D Meyer OAM and T Quinn

**That Council:**

- a) reappoint Mr David Maxwell as Independent Chairperson of the Audit, Risk & Improvement Committee for a further 12 months in accordance with the Audit, Risk & Improvement Committee Charter;**
- b) reappoint Mr Bryce McNair as independent member of the Audit, Risk & Improvement Committee for a further two years in accordance with the Audit, Risk & Improvement Committee Charter;**
- c) write to Mr David Maxwell and Mr Bryce McNair to thank them for their guidance with the operation of Riverina Water's Audit, Risk & Improvement Committee and for their continued support and commitment to the Committee;**
- d) note that the selection process for a third independent external Audit, Risk & Improvement Committee member will commence in line with the adopted Committee Charter, with a report to appoint the independent external member to be presented to the June 2022 board meeting;**
- e) Endorse the proposed increased fees for external independent committee members as referenced in this report.**

**CARRIED**

**R12 Alternate Board member representation on Audit Risk & Improvement Committee**

**22/053 RESOLVED:**

On the Motion of Councillors G Davies and G Driscoll

**That Council appoint an alternate Board representative to the Audit Risk & Improvement Committee until February 2023.**

**CARRIED**

**22/054 RESOLVED:**

On the Motion of Councillors D Meyer OAM and T Quinn

**That the alternate Board Member representation on the Audit Risk & Improvement Committee will be Councillor Michael Henderson.**

**CARRIED**

**R13 Business Activity Strategic Plan 2022-2032**

**22/055 RESOLVED:**

On the Motion of Councillors G Davies and D Meyer OAM

**That Council:**

- a) Endorse the Draft Business Activity Strategic Plan and place it on public exhibition from Monday 2 May 2022 until Tuesday 31 May and invite public submissions on the draft plan 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 BASP**
  - (ii) Proposing adoption of the Plan unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period.**

**CARRIED**

**R14 Delivery Program 2022/2023 - 2025/2026 and Operational Plan 2022/2023**

**22/056 RESOLVED:**

On the Motion of Councillors D Meyer OAM and G Davies

**That Council, in accordance with Sections 404 and 405 of the Local Government Act 1993, place the draft Delivery Program and draft Operational Plan on public exhibition for a period of 28 days.**

**CARRIED**

**R15 Community Grants Program 2021-22: Lockhart Shire Council**

**22/057 RESOLVED:**

On the Motion of Councillors P Bourke and G Davies

**That Council approve the successful Lockhart Shire Council applications for the Community Grants Program 2021/22 as detailed in the report totalling \$80,499.87**

**CARRIED**

*Clr Tim Koschel left the meeting at 10:15am, Clr Doug Meyer assumed Chair of the meeting in Clr Koschel's absence*

**R16 Community Grants Program 2021-22: Greater Hume Council**

**22/058 RESOLVED:**

On the Motion of Councillors T Quinn and G Driscoll

**That Council approve the successful Greater Hume Council applications for the Community Grants Program 2021/22 as detailed in the report totalling \$100,000**

**CARRIED**

Clr Tim Koschel returned to the meeting at 10:17am.

**R17 Community Grants Program 2021-22: Federation Council**

**22/059 RESOLVED:**

On the Motion of Councillors GD Davies and MH Henderson

**That Council approve the successful Federation Council applications for the Community Grants Program 2021/22 as detailed in the report totalling \$84,646.15**

**CARRIED**

Chairperson Tim Koschel declared a non-pecuniary interest in R18 Community Grants Program 2021-22: Wagga Wagga City Council the reason being his father-in law is a major sponsor of one the organisations recommended to receive funding and left the meeting during the discussion.

Clr Tim Koschel left the meeting at 10:20am. Clr Doug Meyer assumed Chair of the meeting in Clr Koschel's absence.

**R18 Community Grants Program 2021-22: Wagga Wagga City Council**

**22/060 RESOLVED:**

On the Motion of Councillors GD Davies and P Bourke

**That Council approve the successful Wagga Wagga City applications or the Community Grants Program 2021/22 as detailed in the report totalling \$200,000**

**CARRIED**

Clr Tim Koschel returned to the meeting at 10:22am.

**R19 Award Negotiation Update**

**22/061 RESOLVED:**

On the Motion of Councillors D Meyer OAM and GD Davies

**That Council**

- a) agrees to enter into an Enterprise Award for a period of three years with wage increases as follows:
  - 3.0% effective 1st July 2022,**
  - 3.0% effective 1st July 2023 and**
  - 3.0% effective 1st July 2024;****
- b) authorise the CEO to agree to the other changes as detailed in the report**
- c) authorise the CEO to prepare and submit the new Award and affix the Council seal to the documents at the appropriate time.**

**CARRIED**

**R20 Statecover General Managers Annual Report 2020-2021**

**22/062 RESOLVED:**

On the Motion of Councillors GD Davies and MH Henderson

**That Council notes the results of the StateCover Annual Workers Compensation and Safety Performance Report for 2020/21.**

**CARRIED**

**R21 Lost Time Injury Statistics July 2021 - March 2022**

**22/063 RESOLVED:**

On the Motion of Councillors D Meyer OAM and G Davies

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

**CARRIED**

**R22 Riverina Water County Council Asset Management Plan 2022**

**22/064 RESOLVED:**

On the Motion of Councillors GD Davies and T Quinn

**That Council receive and note the Riverina Water County Council Asset Management Plan 2022.**

**CARRIED**

**R23 Development Servicing Plan for Water Supply**

**22/065 RESOLVED:**

On the Motion of Councillors GD Davies and D Meyer OAM

**That Council:**

- a) Endorse the draft DSP and place it on public exhibition until 27 May 2022 inviting public submissions on the draft DSP 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 DSP**
  - ii. Proposing adoption of the DSP unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period.**

**CARRIED**

*Clr Tim Koschel left the meeting at 10:53am, Clr Doug Meyer assumed Chair of the meeting in Clr Koschel's absence.*

**R24 Henty Sportsground - Water Connection Upgrade Project**

**22/066 RESOLVED:**

On the Motion of Councillors T Quinn and GD Davies

**That Council approve a financial contribution of \$15,330.50 to Greater Hume Council for the upgrade of the water main supplying the Henty Sportsground as part of its revised 2021/22 Delivery Plan.**

**CARRIED**

**22/067 RESOLVED:**

On the Motion of Councillors P Bourke and GD Davies

**That Council suspend standing orders.**

**CARRIED**

The time at this stage being 10.55am

**22/068 RESOLVED:**

On the Motion of Councillors D Meyer OAM and P Bourke

**That Council resume standing orders.**

**CARRIED**

The time at this stage being 11.03am

Clr Tim Koschel returned to the meeting at 11:03am.

Clr Tony Quinn returned to the meeting at 11:04am

**R25 Works Report covering February 2022**

**22/069 RESOLVED:**

On the Motion of Councillors GD Davies and P Bourke

**That the Works Report covering February 2022 be received and noted.**

**CARRIED**

**R26 Works Report covering March 2022**

**22/070 RESOLVED:**

On the Motion of Councillors GD Davies and GD Driscoll

**That the Works Report covering March 2022 be received and noted**

**CARRIED**

## **R27 Council Resolution Sheet**

### **22/071 RESOLVED:**

On the Motion of Councillors D Meyer OAM and MH Henderson

**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 23 March 2022**

#### **22/072 RESOLVED:**

On the Motion of Councillors GD Davies and MH Henderson

**That Council:**

- a) endorses the recommendations contained in the minutes of the Audit, Risk and Improvement Committee meeting held on 23 March 2022.**
- b) Receive and note the ARIC Chairperson reports from November 2021 and March 2022**

**CARRIED**

## **Questions and statements**

The following questions and statements were made by those present:

1. Clr Tony Quinn would like an update The Rock Reservoir Project and the replacement of the Urana Water Treatment Plant. Projects seem to be slipping back each year, essential to keep up to date on progress. Advised pressure in Henty is terrible during the summer without The Rock reservoir. Mr Crakanthorp advised Council to provide a report on The Rock Reservoir Project. Regarding the Urana works, letters have been written to land owners and we are receiving responses. The works at Morundah have been completed in preparation for the project.
2. Clr Gail Driscoll noted the benefits of the explanations to reports by staff and appreciates what has been done during the meeting (presentation by Aran Beckett) with comments provided and encouraged it to continue
3. Clr Georgia Davies asked a question around new house developments and renovations and advised that both Wagga City Council and Riverina Water need to complete final plumbing inspections and was wondering why both organisations need to complete an inspection? Mr Morris responded that Riverina Water do conduct an inspection for a new build on the water supply as it is a legal obligations and Wagga City Council would be inspecting the sewerage component of the inspection. Riverina Water will make enquiries to Wagga City Council to ensure there is no duplication of inspection and look at ways this can be more efficient.

4. Cllr Pat Bourke was under the understanding the filtration at Urana was one upgrade and the other was Morundah, is this coming off the line at Boree Creek or from Urana treatment plant? Mr Morris advised it was coming from Boree Creek. Urana not supporting Morundah at all. Mr Morris took this question on notice.  
Upgrade on service line to Oaklands, is this a part upgrade or run through Urana? Mr Morris advised this is a section of the planned work and staged over a number of years depending on connections and infrastructure already laid.
5. Miss Emily Tonacia advised the handover of customers to GWCC is progressing well and will be fully handed over prior to 30 June 2022. Have received feedback from one customer who is not happy about this due to the increase in costs. Handover of Gumly Gumly Private Irrigation District customers is also progressing and will be fully handed over on 10 May 2022. Miss Tonacia thanked Josh for all the work he does on the Community Grants Program, this was also supported by the Board.
6. Cllr Tim Koschel passed on his thank you to all staff working on the Community Grants Program and to the community members involved in the assessment process, it is a long and rewarding process.

## Closed Council

Pursuant to section 10A(4), the public were invited to make representations to the Council meeting before any part of the meeting is closed, as to whether that part of the meeting should be closed.

No members of the public were present or made representations.

**22/073      RESOLVED:**

On the Motion of Councillors T Quinn and GD Davies

**That the Council now resolve itself into a Closed Council, the time being 11:21am.**

**CARRIED**

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

At this stage of the meeting Mr Crakanthorp and all remaining staff (with the exception of Melissa Vincent) left the room, the time being 11:22am.

## Confidential Reports

### CONF-1 Performance Review - Chief Executive Officer

#### 22/074 RESOLVED:

On the Motion of Councillors D Meyer OAM and P Bourke

**That the report on the Mid-Year Performance Review of the Chief Executive Officer be reviewed and Council endorse the recommendation made by the Chief Executive Officer Performance Review Panel which noted the Chief Executive Officer's performance overall to be very pleasing.**

**CARRIED**

### CONF-2 CEO Application for Re-employment

#### 22/075 RESOLVED:

On the Motion of Councillors D Meyer OAM and P Bourke

**That:**

- a) Mr Andrew Crakanthorp be offered re-appointment to the position of Chief Executive Officer of Riverina Water County Council for a period of five years from 10 January 2023;**
- b) Schedule C (Remuneration) referred to in Section 8 of the contract remain unchanged; and**
- c) Authority be granted to the Chairperson for the execution of the contract under Council's Common Seal.**

**CARRIED**

*Mr Crakanthorp and all other staff returned to the meeting room at this stage, the time being 11:41am.*

*Clr Doug Meyer left the meeting at 11:41am and did not return.*

### CONF-3 Quote LGP NPN116-2 Supply and Delivery of 250mm Water Pipe

#### 22/076 RESOLVED:

On the Motion of Councillors GD Davies and GD Driscoll

**That Council accept the quotation from Clover Pipelines to supply and deliver 1403m x 250mm DI CL water main pipe and 5904m x 250mm oPVC water main pipeline for \$449,428.00 (ex GST).**

**CARRIED**

**CONF-4 W291 Raw Water Pump Tender**

**22/077 RESOLVED:**

On the Motion of Councillors GD Davies and MH Henderson

**That Council:**

- a) **Note the reasons for the withdrawal of W291 Raw Water Pump tender**
- b) **Decline to accept any of the tenders, in accordance with section 178 (1) (b) of the Local Government (General) Regulation 2021**
- c) **Resolves to invite fresh tenders, in accordance with Section 167 of the Local Government (General) Regulation 2021.**

**CARRIED**

**CONF-5 W284 Roads Reconstruction Tender**

**22/078 RESOLVED:**

On the Motion of Councillors GD Davies and MH Henderson

**That Council:**

- a) **Decline to accept any of the tenders in accordance with Clause 178 (1)(b) of the Local Government (General) Regulation 2021**
- b) **Enter negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender in accordance with clause 178, (3)(e) of the Local Government (General) Regulation 2021.**
- c) **In accordance with Clause 178 (4) (a) of the Local Government (General) Regulation 2021 note that the reason for entering into negotiations is that Council staff do not believe that inviting fresh tenders will attract further interest in the project. Furthermore, Council has current tenders from an open tendering process that show interest in the work and the price submitted by that person is less than 1% different from the pre-tender estimate prepared by an independent quantity surveyor.**
- d) **In the event that negotiations with the party referred to in the report are unsuccessful and in accordance with Clause 167 of the Local Government (General) Regulation 2021 invite fresh tenders.**

**CARRIED**

**CONF-6 Lease of Part of Lot 1 DP742224 to Mawsons**

**22/079 RESOLVED:**

On the Motion of Councillors T Quinn and MH Henderson

**That Council:**

- a) Delegate authority to the CEO to progress a request to lease approximately 5900m<sup>2</sup> of Lot 1 DP 742224, Forge St, Wagga Wagga; and
- b) Receive a further report for approval to enter a lease with proposed terms

**CARRIED**

**Reversion to Open Council**

**22/080 RESOLVED:**

On the Motion of Councillors T Quinn and GD Davies

**That this meeting of the Closed Council revert to an open meeting of the Council, the time being 12:00pm.**

**CARRIED**

**Decisions Read Aloud**

The Chairperson and Chief Executive Officer read aloud the decisions of the Council made whilst the meeting was closed to the public.

**This concluded the meeting of the Riverina Water County Council Board which rose at 12:02pm.**