

Meeting of Riverina Water County Council

The meeting will be held in the Pat Brassil AM Meeting Room,
91 Hammond Ave, Wagga Wagga at 10:00am on Thursday
11 December 2025.

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.

Statement of Ethical Reminders

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.

Acknowledgement of Country

Apologies

Declaration of pecuniary and non-pecuniary interests

Confirmation of Minutes

Minutes of Board Meeting 23 October 2025

Minutes of Extraordinary Board Meeting 27 November 2025

Correspondence

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R1 List of Investments

Organisational Area Corporate Services

Author Natasha Harris, Manager Finance & Sourcing

Summary This report details the status of Riverina Water's investment portfolio for the months of October 2025 and November 2025.

RECOMMENDATION that Council receive and note the report detailing external investments for the months of October 2025 and November 2025.

Report

In accordance with the provisions of Clause 212 of the Local Government (General) Regulation 2021, reported are the details of Riverina Water's external investment portfolio as of October 2025 and November 2025.

- › R1.1 [October 2025 Investment Report](#)  
- › R1.2 [November 2025 Investment Report](#)  

Strategic Alignment

Our Sustainability

Strategically manage our assets and finances

Financial Implications

Not applicable.

Workforce Implications

Not applicable.

Risk Considerations

Financial	
Medium	Investments - Riverina Water has a medium appetite for financial investment to maximise growth.

Risk Alignment

Reviewing the List of Investments ensures adequate oversight of financial investment to maximise growth.

Monthly Investment Report as at 31/10/2025

	Investment	Inception Date	Term (Days)	Maturity Date	S&P LT Rating	Interest Rate (%)	Percentage of Portfolio	Principal Value
Term Deposits								
Australian Military Bank		11/02/2025	466	12/02/2027	BBB+	4.71	2.907%	\$1,000,000.00
AMP Bank		29/01/2025	87	29/01/2026	BBB+	4.95	2.907%	\$1,000,000.00
Bank of Us		26/06/2024	35	01/12/2025	BBB+	5.27	2.907%	\$1,000,000.00
Bank of Us		10/07/2025	219	10/06/2026	BBB+	4.11	2.907%	\$1,000,000.00
Bank of Us		26/06/2024	224	15/06/2026	BBB+	5.20	2.907%	\$1,000,000.00
Bank of Us		3/06/2025	399	7/12/2026	BBB+	4.08	2.907%	\$1,000,000.00
Bank of Us		17/06/2025	591	17/06/2027	BBB+	4.10	2.907%	\$1,000,000.00
BankVic		26/07/2024	42	15/12/2025	BBB+	5.30	2.907%	\$1,000,000.00
BankVic		22/10/2025	448	25/01/2027	BBB+	4.10	2.907%	\$1,000,000.00
Heritage and Peoples Choice		25/08/2025	22	25/11/2025	BBB+	4.10	2.907%	\$1,000,000.00
ING		10/07/2024	98	9/02/2026	A	5.31	2.907%	\$1,000,000.00
ING		10/07/2024	262	13/04/2026	A	5.29	2.907%	\$1,000,000.00
ING		10/07/2024	280	10/08/2026	A	5.25	2.907%	\$1,000,000.00
ING		10/07/2025	707	1/11/2027	A	4.08	2.907%	\$1,000,000.00
NAB		2/10/2025	60	2/01/2026	AA-	4.12	2.907%	\$1,000,000.00
NAB		23/10/2025	434	1/01/2027	AA-	4.12	2.907%	\$1,000,000.00
State Bank of India (Sydney)		26/03/2025	128	1/03/2026	BBB	5.00	2.907%	\$1,000,000.00
State Bank of India (Sydney)		26/03/2025	142	25/03/2026	BBB	5.00	2.907%	\$1,000,000.00
State Bank of India (Sydney)		1/05/2025	182	4/05/2026	BBB	4.55	2.907%	\$1,000,000.00
State Bank of India (Sydney)		29/04/2025	252	13/07/2026	BBB	4.70	2.907%	\$1,000,000.00
State Bank of India (Sydney)		21/05/2025	287	17/08/2026	BBB	4.25	2.907%	\$1,000,000.00
State Bank of India (Sydney)		17/04/2025	308	7/09/2026	BBB	4.70	2.907%	\$1,000,000.00
State Bank of India (Sydney)		22/05/2025	315	14/09/2026	BBB	4.25	2.907%	\$1,000,000.00
State Bank of India (Sydney)		3/04/2025	337	6/10/2026	BBB	4.70	2.907%	\$1,000,000.00
State Bank of India (Sydney)		29/04/2025	371	9/11/2026	BBB	4.65	2.907%	\$1,000,000.00
State Bank of India (Sydney)		4/06/2025	378	16/11/2026	BBB	4.15	2.907%	\$1,000,000.00
State Bank of India (Sydney)		6/08/2025	641	6/08/2027	BBB	4.10	4.361%	\$1,500,000.00
Suncorp		9/01/2025	14	17/11/2025	AA-	4.94	2.907%	\$1,000,000.00
Suncorp		17/06/2025	226	17/06/2026	AA-	4.21	4.361%	\$1,500,000.00
Suncorp		15/01/2025	408	16/12/2026	AA-	4.80	2.907%	\$1,000,000.00
Westpac		11/02/2025	101	12/02/2026	AA-	4.75	2.907%	\$1,000,000.00
Westpac		9/01/2025	343	12/10/2026	AA-	4.73	2.907%	\$1,000,000.00
						95.94%		\$31,000,000.00

Cash Deposit Account			
National Australia Bank	AA-	2.75	4.056%
			\$1,394,990.40
TOTAL INVESTMENTS		4.06%	\$1,394,990.40
		100.00%	\$34,394,990.40
Cash at Bank	AA-	0.00	\$867,439.28
TOTAL FUNDS			\$35,262,429.68

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 2021 and Council's Investments Policy number POL 4.10.



N Harris

MANAGER FINANCE & SOURCING**Application of Investment Funds**

Restricted Funds	Description	Value
Internally Restricted	Employee Leave Entitlements (50% of ELE)	\$2,377,032.48
	Plant Replacement	\$1,994,372.07
	Sales Fluctuation	\$3,000,000.00
	Water Licences	\$916,385.20
		\$8,287,789.75
Unrestricted Funds		\$26,974,639.93
TOTAL FUNDS		\$35,262,429.68

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

Report

The investment portfolio decreased by \$888 863.31 for the month. The decrease was due to receipts from customers being lower than payments to suppliers and staff in October. This resulted in decreased funds in cash and investments.

Portfolio Performance

For the month of October, the portfolio (excluding cash) provided a return of +0.40% (actual) or +4.80% p.a. (annualised), outperforming the benchmark Ausbond Bank Bill Index return of +0.30% (actual) or +3.55% p.a. (annualised).

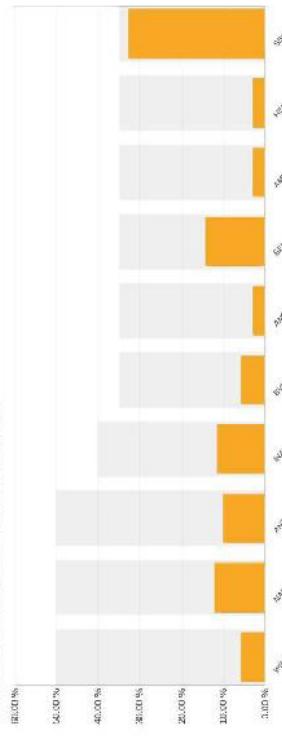
The portfolio's performance is ahead of benchmark again over all time periods out to 12 months. As maturities occur, Council continues to increase the average duration of the investment portfolio to increase revenue, targeting high yielding deposits with tenors between 1 and 2 years. This provides some income protection against a lower rate environment in coming years.

Interest received in the period totalled \$139 455.06, with \$566 615.92 received and accrued for the year to date.

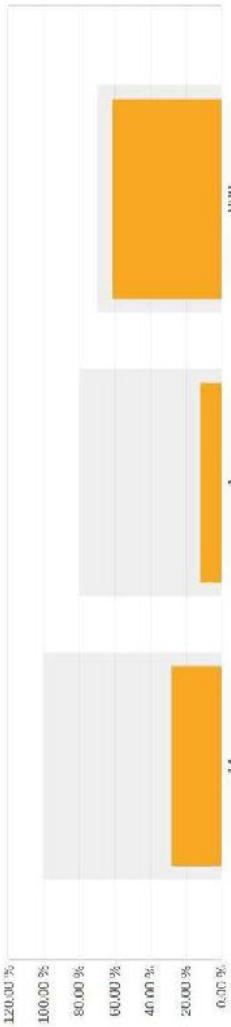
Counterparty Compliance

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

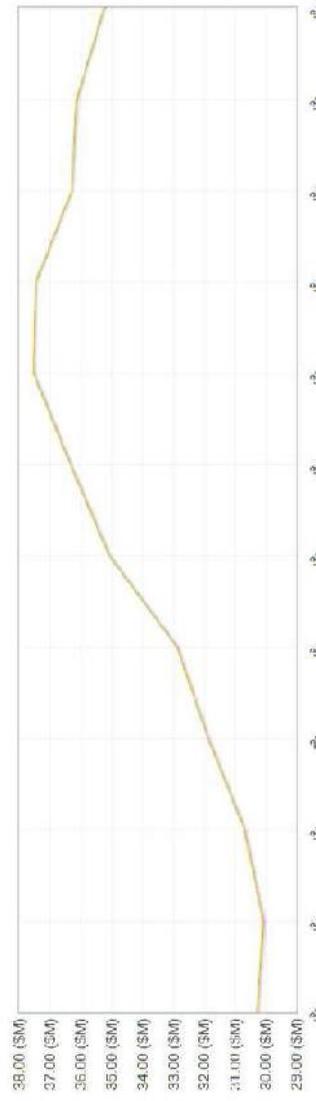
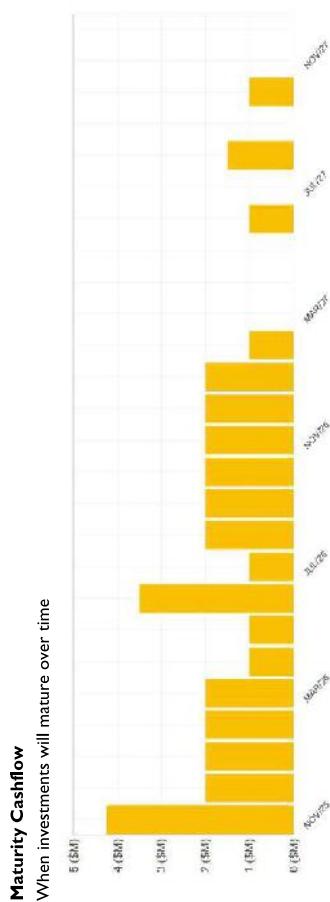
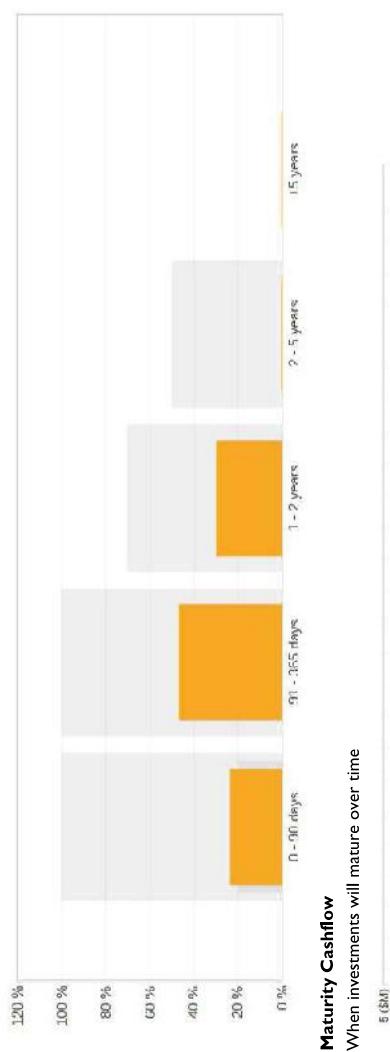
Counterparty Compliance - Long Term Investments

**Credit Quality Compliance**

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

**Term to Maturity**

The percentage of investments maturing over the next ten years is detailed in the graph below. All maturity limits comply with the Investment Policy, council's cash flow requirements have been managed well with regular maturities typically placed over the next year



Monthly Investment Report as at 30/11/2025

	Investment	Inception Date	Term (Days)	Maturity Date	S&P LT Rating	Interest Rate (%)	Percentage of Portfolio	Principal Value
Term Deposits								
AMP Bank		29/01/2025	365	29/01/2026	BBB+	4.95	2.916%	\$1,000,000.00
Australian Military Bank		11/02/2025	731	12/02/2027	BBB+	4.71	2.916%	\$1,000,000.00
Bank of Us		26/06/2024	530	01/12/2025	BBB+	5.27	2.916%	\$1,000,000.00
Bank of Us		10/07/2025	335	10/06/2026	BBB+	4.11	2.916%	\$1,000,000.00
Bank of Us		26/06/2024	719	15/06/2026	BBB+	5.20	2.916%	\$1,000,000.00
Bank of Us		3/06/2025	552	7/12/2026	BBB+	4.08	2.916%	\$1,000,000.00
Bank of Us		17/06/2025	730	17/06/2027	BBB+	4.10	2.916%	\$1,000,000.00
BankVic		26/07/2024	507	15/12/2025	BBB+	5.30	2.916%	\$1,000,000.00
BankVic		22/10/2025	460	25/01/2027	BBB+	4.10	2.916%	\$1,000,000.00
ING		10/07/2024	579	9/02/2026	A	5.31	2.916%	\$1,000,000.00
ING		10/07/2024	642	13/04/2026	A	5.29	2.916%	\$1,000,000.00
ING		10/07/2024	761	10/08/2026	A	5.25	2.916%	\$1,000,000.00
ING		10/07/2025	823	1/10/2027	A	4.08	2.916%	\$1,000,000.00
NAB		2/10/2025	92	2/01/2026	AA-	4.12	2.916%	\$1,000,000.00
NAB		23/10/2025	412	9/12/2026	AA-	4.12	2.916%	\$1,000,000.00
Police Credit Union SA		17/11/2025	371	23/11/2026	Unrated	4.56	4.374%	\$1,500,000.00
Police Credit Union SA		26/11/2025	740	6/12/2027	Unrated	4.48	2.916%	\$1,000,000.00
State Bank of India (Sydney)		26/03/2025	350	1/03/2026	BBB	5.00	2.916%	\$1,000,000.00
State Bank of India (Sydney)		26/03/2025	364	25/03/2026	BBB	5.00	2.916%	\$1,000,000.00
State Bank of India (Sydney)		1/05/2025	368	4/05/2026	BBB	4.55	2.916%	\$1,000,000.00
State Bank of India (Sydney)		29/04/2025	440	13/07/2026	BBB	4.70	2.916%	\$1,000,000.00
State Bank of India (Sydney)		21/05/2025	453	17/08/2026	BBB	4.25	2.916%	\$1,000,000.00
State Bank of India (Sydney)		17/04/2025	508	7/09/2026	BBB	4.70	2.916%	\$1,000,000.00
State Bank of India (Sydney)		22/05/2025	480	14/09/2026	BBB	4.25	2.916%	\$1,000,000.00
State Bank of India (Sydney)		3/04/2025	551	6/10/2026	BBB	4.70	2.916%	\$1,000,000.00
State Bank of India (Sydney)		29/04/2025	559	9/11/2026	BBB	4.65	2.916%	\$1,000,000.00
State Bank of India (Sydney)		4/06/2025	530	16/11/2026	BBB	4.15	2.916%	\$1,000,000.00
State Bank of India (Sydney)		6/08/2025	730	6/08/2027	BBB	4.10	4.374%	\$1,500,000.00
Suncorp		17/06/2025	365	17/06/2026	AA-	4.21	4.374%	\$1,500,000.00
Suncorp		15/01/2025	700	16/12/2026	AA-	4.80	2.916%	\$1,000,000.00
Westpac		11/02/2025	366	12/02/2026	AA-	4.75	2.916%	\$1,000,000.00
Westpac		9/01/2025	641	12/10/2026	AA-	4.73	2.916%	\$1,000,000.00
							97.68%	\$31,500,000.00

Cash Deposit Account			
National Australia Bank	AA-	2.75	2.324%
			\$797,118.90
TOTAL INVESTMENTS		2.32%	\$797,118.90
Cash at Bank	AA-	0.00	\$34,297,118.90
			\$1,293,033.90
TOTAL FUNDS			\$35,590,152.80

CERTIFICATE

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MANAGER FINANCE & SOURCING**Application of Investment Funds**

Restricted Funds	Description	Value
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	Plant Replacement	\$2,159,615.72
	Sales Fluctuation	\$3,000,000.00
	Water Licences	\$916,385.20
		\$8,453,033.60
Unrestricted Funds		\$27,137,119.20
TOTAL FUNDS		\$35,590,152.80

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

Report
 The investment portfolio increased by \$327,723.12 for the month. The increase was due to receipts from customers being higher than payments to suppliers and staff in November. This resulted in increased funds in cash and investments.

Portfolio Performance

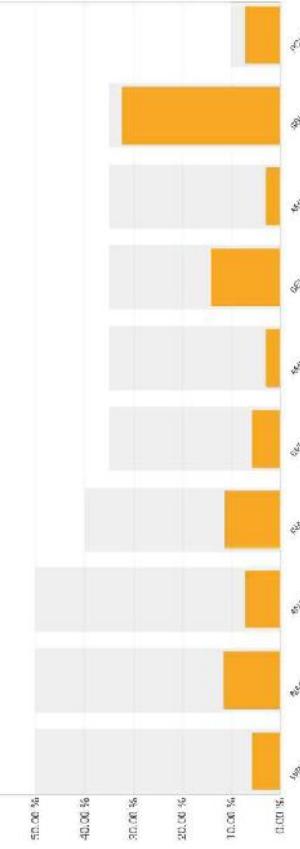
For the month of November, the portfolio (excluding cash) provided a return of +0.38% (actual) or +4.75% p.a. (annualised), outperforming the benchmark Ausbond Bank Bill Index return of +0.30% (actual) or +3.66% p.a. (annualised).

The portfolio's performance is ahead of benchmark again over all time periods out to 12 months. As maturities occur, Council continues to increase the average duration of the investment portfolio to increase revenue, targeting high yielding deposits with tenors between 1 and 2 years. This provides some income protection against a lower rate environment in coming years.

Interest received in the period totalled \$54,689.60, with \$681,647.85 received and accrued for the year to date.

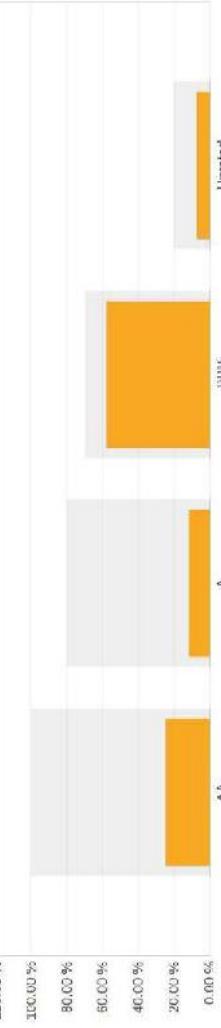
Counterparty Compliance

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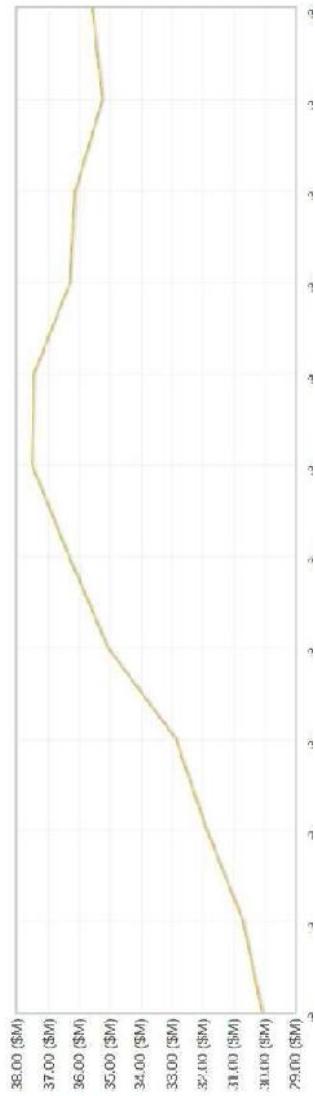
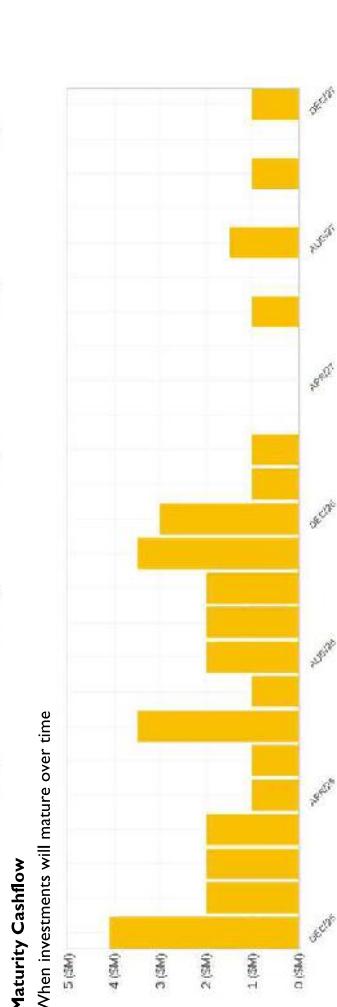
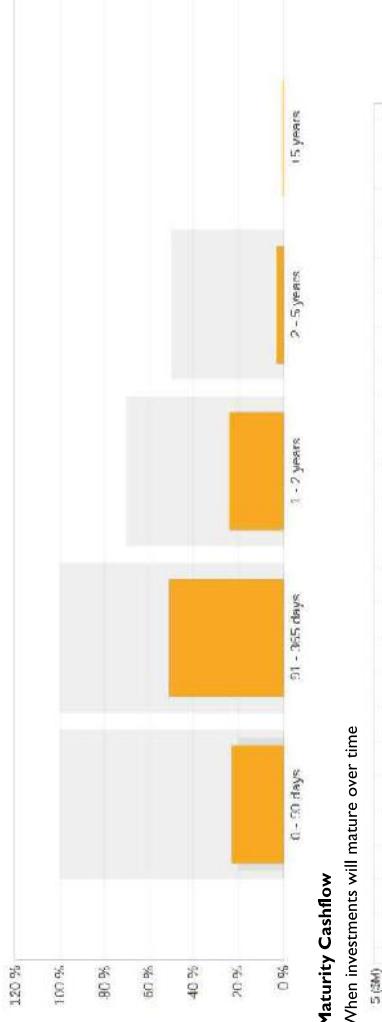
Credit Quality Compliance

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



Term to Maturity

The percentage of investments maturing over the next ten years is detailed in the graph below. All maturity limits comply with the Investment Policy, council's cash flow requirements have been managed well with regular maturities typically placed over the next year



R2 Proposed Borrowing - Plumpton Road (WWCC Works)

Organisational Area Corporate Services

Author Natasha Harris, Manager Finance & Sourcing

Summary This report seeks Board approval to pursue quotations for loan funding for the completion of the Plumpton Road Watermain Replacement Project.

RECOMMENDATION that Council;

- a) endorse loan funding as the preferred funding model for the Plumpton Road Watermain Replacement Project;
- b) authorises management to seek quotations for loan funding, as outlined in the report, with the proposed offers to be presented to Council at a future meeting for consideration; and
- c) notes a revised Proposed Loan Borrowings Submission will be provided to the NSW Office of Local Government (OLG) as part of this process.

Report

Wagga Wagga City Council (WWCC) is currently upgrading Plumpton Road under the NSW Government's Accelerated Infrastructure Fund program to support growth in the Southern Growth Area (SGA). The proposed road works will impact several of Riverina Water's existing assets that would, in any case, have required relocation, renewal, or upgrade in the coming years. To avoid the significantly higher costs, duplication of effort, and potential service disruptions that would arise if these works were undertaken after the new road is completed, management is coordinating the timing of the water infrastructure works with WWCC's construction program. This approach enables Riverina Water to leverage WWCC's contract to secure cost and delivery efficiencies while upgrading key water supply assets within the project footprint.

Given the scale of the project, the long life of the assets, and the growth-driven nature of the works, management recommends loan funding as the most appropriate and equitable financing approach. Borrowing enables costs to be allocated over the useful life of the assets, ensuring that both current and future customers who benefit from the infrastructure contribute fairly to the provision of such assets.

Based on indicative pricing, outlined in the table below, and allowing for an appropriate contingency, management proposes to seek loan offers for approximately \$3 million over an

appropriate term. The most competitive offer will be brought back to the Board for consideration and approval at a future meeting.

Item	Cost
Watermain replacement cost	\$3,331,556
Additional watermain design	\$78,768
Less avoided costs of watermain relocation works	(\$692,888)
Total Riverina Water Contribution	\$2,717,436

It should be noted that the above contribution proposal is scheduled to be presented to WWCC for consideration in December. The final loan amount will be reviewed following their decision and prior to seeking Riverina Water Board approval for the loan. Depending on the timing of the loan application and approval process, Riverina Water may temporarily fund initial project milestones from cash reserves before the loan is finalised.

Management confirms that Riverina Water is in a strong financial position to undertake the proposed borrowings. As at 30 June 2025, Riverina Water's debt service cover ratio is 47.22x, significantly exceeding the Office of Local Government benchmark of >2.00x. This ratio demonstrates the organisation's substantial operating cash capacity to meet all debt obligations - including interest, principal, and lease payments.

Following a resolution of the Board, a reviewed Proposed Loan Borrowings submission will be required to be lodged with the NSW Office of Local Government to formally notify them of Riverina Water's intention to borrow. These submissions are provided annually, with the only existing loan currently identified relating to the Solar Pilot Plan.

A revised Long Term Financial Plan, incorporating the proposed loan, will be presented to the Board at the February 2026 meeting.

Strategic Alignment

Our Sustainability

Strategically manage our assets and finances

Financial Implications

The initial budget for the watermain upgrade was set at \$3.39 million, based on independent assessment, and included in the 2025/26 Capital Works Program on top of existing budget of \$200,000. The current Riverina Water contribution is calculated to be \$2,717,436, with loan funding proposed of approximately \$3 million. Loan offers will be sought and presented for Board approval at the February 2026 meeting at which time an updated long term financial plan will be provided. The term of the loan will likely be 10 or 15 years.

Workforce Implications

Nil.

Risk Considerations

Financial	
Low	Financial Loss - Riverina Water has a low appetite for financial loss. We maintain a prudent financial strategy, ensuring stability and sustainable growth

Risk Alignment

The proposal aligns with Riverina Water's low appetite for financial loss and supports sustainable asset management.

R3 Budget Management Policy

Organisational Area Corporate Services

Author Natasha Harris, Manager Finance & Sourcing

Summary The Budget Management Policy is presented for review and adoption.

RECOMMENDATION that Council review and adopt the Budget Management Policy.

Report

Riverina Water does not currently have a policy in place to govern budget management. A management accounting audit was conducted in 2020, and a key recommendation was the implementation of a budget policy to provide a consistent approach to creating and varying annual budgets.

The Budget Management Policy has been developed in consultation with management and executive staff to address this recommendation and support prudent decision-making in budget development and management processes.

This policy is intended to be a high-level public policy and is designed to ensure compliance with the Local Government Act 1993 and to promote responsible, sustainable financial management. The policy guides management, staff, and the Board in making transparent budgeting decisions affecting Riverina Water's financial management. It also sets out clear procedures for developing, adopting, amending, and reporting on the budget each year.

Future development of supporting internal procedures will be conducted after the policy is adopted by the Board.

› R3.1 Budget Management Policy

Strategic Alignment

Our Sustainability

Strategically manage our assets and finances

Financial Implications

There is no direct financial implementation for the adoption of the Policy.

Workforce Implications

N/A

Risk Considerations

Financial	
Low	Financial Loss - Riverina Water has a low appetite for financial loss. We maintain a prudent financial strategy, ensuring stability and sustainable growth

Risk Alignment

The policy sets out the principles that underpin the budgeting decision-making process, and Riverina Water's commitment to transparency and openness with respect to the allocation of resources each financial year to ensure stability and sustainable growth.



Budget Management Policy

Purpose

In accordance with the Local Government Act 1993, Councils are required to follow principles of sound financial management. Riverina Water must ensure its spending is responsible and sustainable, investment in infrastructure for the benefit of the local community is responsible and sustainable, effective financial and asset management is implemented, and consideration is given to achieving intergenerational equity.

This policy provides clear direction to management, staff and the Board in relation to Riverina Water's budgeting function. It sets out the principles that underpin the decision-making process and Riverina Water's commitment to transparency and openness with respect to the allocation of resources each financial year.

Scope

This policy provides clear direction to management and staff in relation to budgeting principles, budget adoption and variation processes, and responsibilities for reporting performance against Riverina Water's adopted budget.

Definitions

Budget	Tool for planning the most effective and efficient use of resources of an entity in ensuring that its day-to-day operations are directed towards its long term goals.
Budget Variance	Difference between a budget projection and an actual result.
Budget Variation Request (BVR)	Formal request form to vary the budget.
Carryover	Committed approved budget that is approved by Board resolution to be carried over to the next financial year.
Manex	Managers and Executive leadership group.



Quarterly Budget Review (QBR)	A quarterly report to the Board which details actual financial performance against budget and revises the budget for the remainder of the year.
Revote	Uncommitted approved budget that is approved by Board resolution to be revolted to the next financial year

Budget Development Principles

The following principles underpin the development of the Annual Operational Plan & Budget and budget reviews:

- Realistic budgeting – all budget figures will be realistic and based on the best available information.
- Financial sustainability – the budget will be developed in alignment with the Long-Term Financial Plan, towards achieving Riverina Water's policy targets of financial sustainability and operating result that is positive or breakeven.
- Evaluate new initiatives – all new projects and capital works programs will be evaluated in terms of meeting Riverina Water's strategic directions and incorporate a cost benefit analysis which includes whole of life costing.
- Legislative compliance – The Operational Plan & Budget and budget reviews will comply with all relevant legislative requirements.

Overall responsibility for planning and day-to-day coordination of the budget process resides in the Finance & Sourcing area, principally with the Manager Finance & Sourcing.

The proposed budget is incorporated into the draft Long Term Financial Plan and submitted to the Board for approval to place on public exhibition.

Budget Adoption

The original annual budget is adopted by the Board following public exhibition and prior to the commencement of the financial year, through the adoption of the Delivery Program and Operational Plan. The adopted budget is incorporated into the Long Term Financial Plan.

Variations to the original budget are then made for carryover and revote of unexpended capital budgets, and Quarterly Budget Review variations prepared as at 30 September, 31 December and 31 March to ensure the budget remains aligned to revised operational



results. These variations are incorporated into the Long Term Financial Plan as part of the Quarterly Budget Review process.

Carryover and Revote of Unexpended Budgets

Carryover budgets are committed approved budget that is approved by Board resolution to be carried over to the next financial year.

Revotes are uncommitted approved budget that is approved by Board resolution to be revoted to the next financial year.

Operating Budget –

- Unexpended budgets are not to be carried forward from one financial year to the next. Identifiable projects that will not commence in the year that they have been budgeted for should be re-evaluated and where warranted included in the budget for the following year at the time of its adoption.

Capital Budget –

- Projects Commenced - Unexpended budgets relating to a capital project which is considered to be a work in progress as at 30 June may be carried forward to the new financial year as a carryover where committed to purchase orders.
- Projects Not Commenced – Unexpended budgets relating to a capital project which has yet to commence should be considered against other competing priorities in determining the content of the budget for the following year rather. Such budgets may be considered for revote to the next financial year.
- Budgets approved for carryover or revote will be adjusted for the impact of subsequent accrued and prepaid expenses processed as part of the end of financial year.

Budget Variations

Board approval must be sought to vary the budget where actuals or expected commitments result in activity outside of the following budget thresholds:

- Operational income and expenditure - any favourable or unfavourable variation greater than \$5,000.



- Capital projects – any favourable or unfavourable variation to the project category that is greater than \$10,000.

Where a variation to the Riverina Water's adopted budget is required, the funds required to give effect to the variation shall be sourced in the following priority:

1. Through a reduction in expenditure of another project or account within the department seeking the variation.
2. Through a reduction in expenditure of another project or account within the total budget.
3. A request to raise the overall budget amount to be funded from any available unrestricted cash (as identified in the previous financial year, Financial Statements).

All budget variation requests are to be authorised by the relevant Director, or the Chief Executive Officer if exceeding the Directors financial delegation and require Board approval. An exception to this is a budget variation request to reallocate budget within the same base level account code hierarchy or project code hierarchy, these are to be authorised in accordance with financial delegations and do not require Board approval.

The Quarterly Budget Review is prepared by the Responsible Accounting Officer being the Manager Finance & Sourcing and is to be approved by the Director Corporate Services and the Chief Executive Officer.

Budget variations requiring approval are reported to the Board for approval as part of the next scheduled Quarterly Budget Review.

Approval to vary the budget can also be sought through a separate report to the Board. This is to include a formal comment from the Manager Finance & Sourcing outlining the financial impact of the proposal on the adopted budget position.

Contingency Planning

Risk and contingency planning must be considered to ensure Riverina Water is prepared for unexpected financial impacts. A contingency allocation may be made within departmental and/or capital budgets for specific purposes, where appropriate. However, it is not acceptable to establish uncontrolled contingency budgets. All contingency provisions are subject to appropriate disclosure in the budget planning process, and regular review to maintain transparency and financial discipline.



As a part of the capital budget, a minor capex budget reserve is maintained to provide an approved reserve of budget for unplanned non-significant works. The reserve is approved as part of the original adopted budget.

Requests for a budget allocation from the minor capex budget reserve do not require Board approval. Budget variation requests to access an allocation from the reserve are to be submitted to the Director Engineering and should meet the following criteria:

- Project is minor in nature
- Total cost is projected to be \$50,000 or below (ex-GST)

With consideration to remaining budget, the Director Engineering has discretion to consider minor capex budget reserve requests that do not meet the above criteria.

Emergency Events

If an emergency event occurs due to an unexpected or unforeseen event such as storm, flood, fire or earthquake that results in critical urgent works to be undertaken to make safe broken or damaged property, equipment or services, the Chief Executive Officer is authorised to make such expenditure within the limits of their financial delegations.

As soon as practicable, a report must be prepared and submitted to the next Board meeting, providing details of the event and the expenditure incurred.

Monitoring and Reporting

Monitoring budget accuracy is the responsibility of all Managers.

Monthly budget meetings are held with the Manex team to review and discuss financial performance against budget, and progress of capital projects to ensure they are on track for completion within budget.

The Quarterly Budget Review is submitted to the Board detailing actual financial performance against budget and revises the budget for the remainder of the year. This occurs as at 30 September, 31 December and 31 March.

Roles and responsibilities

Role	Responsibilities



Board	Approves budget including any budget variations via Quarterly Budget Reviews and/or standalone board papers.
Chief Executive Officer	Oversees budget development and implementation, emergency approvals.
Directors/Managers	Collaborate and consult with relevant stakeholders for budget development, monitor budgets, endorse departmental variations.
Manager Finance & Sourcing	Prepares and reviews budgets.
All Staff	Must comply with this policy.

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 CEO.

Policy number	Insert policy number here
Responsible area	Corporate Services
Approved by	
Approval date	
Legislation or related strategy	NSW Local Government Act 1993 Local Government (General) Regulation 2005
Documents associated with this policy	Operational Plan Long Term Financial Plan



Policy history

Version 1 - 2025

Review schedule

2 Years

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

DRAFT

R4 Board Member Training & Development Policy

Organisational Area Corporate Services

Author Emily Tonacia, Director Corporate Services

Summary The Board Member Training & Development Policy 1.08 is presented for review and adoption

RECOMMENDATION that Council review and adopt Board Member Training & Development Policy 1.08

Report

The Board Member Training & Development Policy 1.08 was last adopted in June 2022. This policy is required to be reviewed in the first year of the new Board.

Attached to this report is both a marked-up review copy of the existing policy and a new version with tracked changes accepted.

There is little benefit in this policy being placed on public exhibition as public feedback would not change the content of the policy, so this is not a recommendation of this report.

- › R4.1 [Board Member training and development Policy 1.08 - marked up copy](#) 
- › R4.2 [Board Member training and development Policy 1.08 - clean copy](#) 

Strategic Alignment

Our Operations

Provide effective leadership and governance

Financial Implications

There is an allocation in the Operational Plan budget each year for Board Member training and development.

Workforce Implications

N/A

Risk Considerations

Corporate Governance and Compliance	
Low	Riverina Water has low appetite for risk of failure to comply with legislation, regulations, policy/procedures and transparent, ethical decision making. Minor breaches are expected from time to time but it will be reported and responded to.

Risk Alignment

This policy is part of our suit of public policies and by ensuring it remains current we meet our compliance obligations.



Board Member Training and Development

Purpose

The aims of the policy are to:

- Ensure Board Members have equal access to training and educational opportunities; and
- Ensure Board Members have the opportunity to maintain their knowledge and skill-base related to Riverina Water.

Policy Statement

Where Board Members require additional training and development relevant to Riverina Water's function, a training plan will be developed and adopted. In this way the training activities available to all Board Members contributes to the achievement of the strategic and good governance objectives of Riverina Water.

Scope

This policy applies to all elected representatives (Board Members) of Riverina Water.

Legislative Context

Board Members are bound by the Local Government Act 1993 and the Local Government Regulations 2021, together with a number of other statutory instruments including the State Records Act 1998 and the Privacy and Personal Information Protection Act (PPIPA) 1998.

Principles

1.1 Training and Development opportunities

It is recognised that Board Members will have training provided by their constituent council. For Riverina Water emphasis will be given to the training needs of new Board Members elected to Riverina Water following a general council election.

Accordingly, the following components will be included at an introductory level in post-election induction sessions, as well as in more detail in at least one training session during the term of the Board:

- Role and responsibilities of Board Members

Page 1 of 3

Author: CEO

Version4

EDRMS

Last revised date Nov 2025

Next scheduled review Nov 2029



- Relationship between Board Members, the CEO and members of staff
- Meeting procedures
- Conflict of interest
- Code of conduct
- Good governance
- Strategic planning
- Media skills (as required)

Additional development areas will be assessed as they arise. Where urgent training is required, this will be accommodated in addition to planned development sessions, and Board Member availability.

1.2 Delivery of Training and Development opportunities

A range of delivery methods will be used including:

- In-house workshops, seminars and information briefing sessions using guest speakers and trainers as appropriate
- Attendance at relevant workshops, seminars and conferences
- Distribution of training material and discussion papers for information
- On-line training delivery

1.3 Annual Budget Allocation

A budget allocation is provided to support the training and development activities undertaken by Board Members.

1.4 Reporting on Board member annual training and development

Training and development undertaken by Board Members in the financial year is reported annually in Riverina Water's Annual Report.



Policy number	1.08
Responsible area	Governance
Approved by	Riverina Water Board –
Approval date	
Legislation or related strategy	Local Government Act 1993 Local Government Regulations 2021 State Records Act 1998 Privacy and Personal Information Protection Act (PPIPA) 1998
Documents associated with this policy	Board Member Expenses and Provision of Facilities Policy 1.10
Policy history	Reviewed 22 June 2022 – res 22/092 Reviewed Oct 2016 (Res 16/187) Adopted 24 Oct 2012 –(Res 12/147)
Review schedule	Every 4 years (once per council term). Next review scheduled for Dec 2025

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

Page 3 of 3

Author: CEO

Version4

EDRMS

Last revised date Nov 2025

Next scheduled review Nov 2029



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END OF POLICY STATEMENT

Page 3 of 3

Author: CEO

Version4

EDRMS

Last revised date Nov 2025

Next scheduled review Nov 2029

R5 Staff Recognition - Award Achievement

Organisational Area Corporate Services

Author Emily Tonacia, Director Corporate Services

Summary Riverina Water was awarded Customer Service Organisation of the Year – Local Government at the 2025 Australian Service Excellence Awards. This report proposes that Council recognise staff contributions to this achievement by granting a one-off paid Special Recognition Day on Friday 23 January 2026, with essential staff able to take the leave at an alternative time.

RECOMMENDATION that Council:

- a) Acknowledge the outstanding involvement and contribution of staff in Riverina Water being awarded CSIA Customer Service Organisation of the Year; and
- b) In recognition of this achievement, and on a one-off basis, grant all staff Friday 23 January 2026 as a paid day of special leave, with essential operational staff who are rostered to work on that day able to access the special leave at a later mutually agreed time

Report

In October 2025, Riverina Water was named Customer Service Organisation of the Year – Local Government at the Australian Service Excellence Awards presented by the Customer Service Institute of Australia (CSIA). This national recognition is a significant endorsement of the organisation's strong customer focus, operational excellence, and the passionate and professional leadership demonstrated across all business areas.

Riverina Water's submission highlighted the organisation's commitment to customer centricity, the way services are delivered across the organisation, and the continued progress of its digital transformation. The judging panel particularly recognised the improvements achieved through Project Flow, including faster turnaround times and strengthened request management processes.

The Award was achieved in a highly competitive field, with other finalists including Central Coast Council and the City of Greater Geelong. Riverina Water was acknowledged alongside major organisations such as HCF and Woolworths, making this achievement especially noteworthy.

This recognition reflects the dedication, hard work and innovation of staff throughout the organisation. The purpose of this report is to propose that Council formally acknowledge this outstanding achievement by granting all staff a paid Special Recognition Day on Friday 23 January 2026. This day of leave is intended as a tangible thank you for the role staff played in securing national recognition for excellence in customer service.

Essential operational requirements will continue to be met through a reduced skeleton crew on the day. Staff required to work on 23 January will be able to take the special leave at a later mutually agreed time, consistent with existing practice.

The matter has been discussed with the Chairperson and Deputy Chairperson, who support presenting this proposal to the Board for consideration.

During the meeting, Joshua Lang, Customer and Communications Team Leader, will formally present the award to the Chairperson on behalf of the organisation.

Strategic Alignment

Our People

Build high performing teams

Financial Implications

Providing a one-off day of leave will incur an estimated cost of approximately \$37,000 (\$285 per employee), representing the ordinary time payroll cost of a normal working day. This is not a direct cash outlay beyond normal wages, but rather a temporary pause in non-essential work, with essential services maintained through a skeleton crew.

If endorsed, an adjustment between 'Ordinary Time' and 'Other Leave' will be incorporated into the March 2026 Quarterly Budget Review.

Workforce Implications

The proposal will result in a temporary reduction in staff availability on 23 January 2026, with essential operational coverage maintained through a skeleton crew. Staff required to work on this day will be able to take the special leave at a later mutually agreed time.

Importantly, providing a dedicated recognition day is expected to have a positive cultural impact by reinforcing appreciation for staff contributions, supporting engagement, and strengthening organisational morale.

Risk Considerations

People - Professional Development and performance	
High	Riverina Water has a high appetite for risk in developing our people to achieve their potential and is willing to support our leaders to manage our workforce to optimise performance and foster employee engagement.

Risk Alignment

Not applicable.

R6 Donations and Sponsorships 2025-26 progress report

Organisational Area Corporate Services

Author	Josh Lang, Customer and Communications Team Leader
Summary	An update on approved donations and sponsorships is provided to the Board each meeting.

RECOMMENDATION that the Board receive and note the report.

Report

One of the many meaningful ways Riverina Water gives back and invests in its community is through donations and sponsorships.

As part of the Donations and Sponsorships Policy, this is reported to the Board as required on a per-meeting basis. As at 1 December 2025, \$62,900 had been awarded to 39 recipients during the current financial year. This figure includes the 17 schools who participated in the new School Awards Program initiative.

There is an amount of \$42,100 remaining in the donations and sponsorships budget for 2025/26, not including any long-standing partnerships, other reports to this meeting, or expected applications to be assessed on their merit when received. With these in mind, the budget is on track to be expended in 2025/26.

Recipient	Description	Type	LGA	Amount
Henty Show Society	Henty Show	Sponsorship	Wagga	\$2,500.00
Cancer Council NSW	Relay for Life 2025	Sponsorship	Wagga	\$2,000.00
Wagga Women's Health Centre	Fundraising walk	Donation	Wagga	\$1,000.00
School Awards Program	Awards for 17 schools as part of adopted program	Donation	All	\$2,600
Henty Bowling Club	Annual tournament	Donation	Greater Hume	\$300

Previously reported:

Recipient	Description	Type	LGA	Amount
Rotary Club of South Wagga	Nepal donation in lieu of participation	Donation	N/A	\$5,000
Cancer Council NSW	2025 Relay for Life Event	Sponsorship	Wagga	\$2,000.00
Ronald McDonald House	Sponsoring nights of accommodation for families	Donation	Wagga	\$3,500.00
Wollundry Rotary Club	Gears and Beers 2025	Sponsorship	Wagga	\$1,000.00
Wagga Wagga Takes 2	Golden Buzzer. Funds go directly to a nominated charity	Sponsorship	Wagga	\$3,000.00
Basketball NSW	NAIDOC 3X3 Basketball Gala Day	Donation	Wagga	\$3,000.00
Southern Sports Academy	Community Partner - Incl. Indigenous Talent Program - Talent ID day	Sponsorship	All regions	\$5,000.00
Specialist Medical Foundation	Carols by Candlelight at the Riverside Precinct	Sponsorship	Wagga	\$2,500.00
St Vincent de Paul	Winter Sleepout appeal	Sponsorship	Wagga	\$2,500.00
Spirit of the Land Lockhart Inc	Sponsorship annual Spirit of the Land Festival	Sponsorship	Lockhart	\$2,500.00
Riverina Conservatorium of Music	Christmas with the Con	Sponsorship	Wagga	\$2,500.00
Lockhart Picnic Race Clun Inc.	Picnic Races	Sponsorship	Lockhart	\$2,500.00
Kurrajong	Hildasid Farm	Donation	Wagga	\$2,000.00
The Rock Bowling Club	Rock for a Reason Event	Donation	Lockhart	\$500.00
RDA Riverina	ADF special dinner event	Sponsorship	Wagga	\$2,000.00

Liller Lodge	CanAssist Race Day	Sponsorship	Wagga	\$2,000.00
Fishing For Kynan	2025 event	Donation	Wagga	\$1,000.00
Murrumbidgee Landcare	Riverina Harvest Festival	Sponsorship	Wagga	\$3,000.00
Water Aid	Silver membership	Membership	N/A	\$11,000
Total				\$51,500

Strategic Alignment

Our Community

Actively support and contribute to our community

Financial Implications

The donations and sponsorships are funded annually within the 2025/26 Operational Plan

Workforce Implications

Not applicable

Risk Considerations

Community and agency partnerships	
High	Riverina Water has a high appetite to partner with our community and other agencies to maximise potential benefits to Riverina Water and the Community.

Risk Alignment

Provision of funds to community groups, projects and initiatives is provided under the Donations and Sponsorships Policy. The policy provides eligibility criteria and assessment controls to ensure approved recipients align with strategic objectives.

R7 2025/26 Riverina Water Grants Program

Organisational Area Corporate Services

Author Josh Lang, Customer and Communications Team Leader

Summary Assessments for the 2025/26 Riverina Water grants program have been completed, with the panels' recommendations put forward to this meeting to obtain Board approval to award the grants.

RECOMMENDATION that Council:

- a) Approve the 12 successful applications for the 2025/26 Enriching Communities program as detailed in the report, totalling \$95,000
- b) That the unexpended funding allocation for Federation Council totalling \$5,000 be added to the Donations and Sponsorships budget for the current financial year

Report

Riverina Water is committed to improving its connection with the communities we serve while finding ways to magnify the organisation's public profile and the importance of safe and reliable water supply to everyone's daily lives.

Since 2018, a key initiative to achieving this has been the delivery of a grants program.

Following a review of the program, the format was adjusted for 2025/26 to include:

- The addition of funding blocks (\$5,000 and \$10,000) rather than variable amounts (e.g. \$5,432.21) to improve the assessment process and ensure separation from funding available from Riverina Water's Donations and Sponsorships initiative
- Replacing the previous categories with three priority areas:
 - o Caring for Country and Water
 - o Connected and Inclusive Communities
 - o Culture, Creativity and Place

The grants program has a funding pool that is 3% of the previous year's Operating Surplus (before capital); with a minimum annual pool of \$100,000. The pool for this year's program was the minimum amount of \$100,000, with \$40,000 allocated to the Wagga Wagga City Council area and \$20,000 each to Lockhart Shire, Greater Hume, and Federation Councils.

The assessment panel for each LGA includes:

- › Riverina Water CEO Andrew Crakanthorp
- › Riverina Water Chairperson Cr Tim Koschel

- › One Constituent Council staff member
- › One Constituent Council Board member

These representatives for each LGA were:

- › Greater Hume: Acting General Manager Colin Kane, Cr Brian Liston
- › Lockhart Shire: Manager Communications, Tourism & Economic Development Matt Holt, Cr Gail Driscoll
- › Wagga Wagga City: Manager Community Services Madeleine Scully, Cr Jenny McKinnon
- › Federation: General Manager Adrian Butler, Cr Pat Bourke

Applications were open from 8 September to 9 October 2025.

A total of 30 eligible applications were received across the four LGAs. A total of \$225,000 in funding was requested.

The following applications have been recommended to the Board to receive funding following the assessment process. In the case of Federation Council, the two eligible applicants automatically received funding.

Details of unsuccessful applications will be tabled at the meeting.

City of Wagga Wagga

A total of \$40,000 in funding was available. Twenty eligible applications were received, with five receiving funding.

Applicant	Project description	Funding approved
Wagga Wagga Combined Hockey Association (WWCHA)	Pergola type all weather structure to be used for barbecues for all levels of competitions	\$5,000
Ladysmith Memorial Hall Committee	Replacement of toilets, sinks and Ccsterns in the male and female toilets, along with replacement of down pipes that are damaged. Replacement of Meeting Room Chairs.	\$5,000
Tarcutta CWA	An upgrade of the Tarcutta CWA Rooms Bathroom, it currently only has one toilet and basin that only has one cold tap.	\$10,000
St Vincent de Paul Society NSW	The Wagga Wagga Vinnies Van Outreach Program is a new essential frontline service that supports individuals and families experiencing or	\$10,000

	at risk of homelessness, and social isolation in the Wagga LGA and surrounds.	
Wagga Weekender Music Festival	The Wagga Weekender Music Festival (17-19 April 2026) will be a unique celebration of contemporary art music - a broad genre that encompasses contemporary classical, jazz, improvised, experimental, and world-influenced music.	\$10,000

Lockhart Shire Council

A total of \$20,000 in funding was available. Five eligible applications were received, with two receiving funding.

Applicant	Project description	Funding approved
Pleasant Hills Community Association	Construct accessible amenities block.	\$10,000
Lockhart Showground & Racecourse Management Committee	Replace existing AC water line that has had leaks with new poly pipe	\$10,000

Greater Hume Council

A total of \$20,000 in funding was available. Three eligible applications were received, all receiving funding.

Applicant	Project description	Funding approved
Henty Respite Trust Ltd	Sustainable landscaping and irrigation for Health Professional Accommodation Units	\$10,000
Holbrook Community Business Committee	2026 Festival of the Sub event	\$5,000
Woolpack Inn Museum Holbrook Inc	Repair and paint dining and community room walls	\$5,000

Federation Council

A total of \$20,000 in funding was available. Only two eligible applications were received totalling \$15,000.

Applicant	Project description	Funding approved
Morundah Bush Entertainment Committee Incorporated	Purchase new lighting to enhance audience experience and have the ability to attract new events	\$10,000
Yanco Creek and Tributaries Advisory Council Inc	'Strong Roots, Strong Country - Colombo Creek' will focus on empowering communities to engage and manage their local environment through traditional practices and rehabilitate cleared areas by plantings of native species along the creek and wetland banks to promote biodiversity and resilience and assist with bank stability by limiting erosion.	\$5,000

Federation Council did not receive enough eligible applications to expend its fully grant funding.

In 2024/25, remaining funding for Federation Council was directly awarded to a Section 355 Committee project nominated by the council.

In 2025/26, it is recommended the remaining \$5,000 be allocated to the current donations and sponsorships budget; which will ensure funds will benefit local community groups and events in the supply area under the adopted policy and governance process.

Strategic Alignment

Our Community
Actively support and contribute to our community

Financial Implications

Potential increase of Donations and Sponsorships budget pending Board approval.

Workforce Implications

Nil

Risk Considerations

Community and agency partnerships	
High	Riverina Water has a high appetite to partner with our community and other agencies to maximise potential benefits to Riverina Water and the Community.

Risk Alignment

Riverina Water's grants program forms part of the Our Community objectives in its strategic plans. Risk is mitigated via approved guidelines and assessment process.

R8 Draft Disability Inclusion Action Plan 2025-2029

Organisational Area Corporate Services

Author Josh Lang, Customer and Communications Team Leader

Summary Riverina Water's draft Disability Inclusion Action Plan is presented to the Board to be placed on public exhibition.

RECOMMENDATION that Council:

- a) Endorse the draft Disability Inclusion Action Plan 2025-2029 and place it on public exhibition until 30 January 2026 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 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.

Report

Unlike general purpose councils, Riverina Water is not legislatively required to develop a Disability Inclusion Action Plan (DIAP) under the NSW Disability Inclusion Act 2014.

To ensure our services and products are accessible and inclusive for all of our customers and staff, including people with disability, Riverina Water committed to developing its inaugural DIAP.

This DIAP serves as a roadmap for Riverina Water to follow over the next four years with the aim of increasing disability access and inclusion across our organisation and services.

Aligning with Riverina Water's strategic priorities, social justice principles and relevant state and national legislation, this DIAP will focus on four pillars, namely culture and behaviours, accessible spaces, employment and systems and processes.

To ensure people with disability were involved in every stage of the process and that the DIAP is set up for success, Riverina Water partnered with disability inclusion consulting company Get Skilled Access (GSA) to undertake a discovery process. GSA was founded by Paralympian and 2022 Australian of the Year Dylan Alcott.

This process enabled consultants with lived experience of disability to identify what is working well across Riverina Water, opportunities for improvement and the relevant actions to be included in this DIAP.

In addition to collaborating with GSA, Riverina Water provided a focus group for staff within the organisation to share their experiences, stories and feedback regarding current disability

inclusion achievements and barriers. The findings of this discussion have informed the development of the plan. Lived experience and story sharing have created the basis for this Plan, and we look forward to consulting with people with disability throughout the progress of the DIAP over the next four years.

› **R8.1** [Draft 2025-2029 Disability Inclusion Action Plan](#)  

Strategic Alignment

Our Community

Build stronger relationships with our diverse communities

Financial Implications

Actions will be included in the relevant Operational Plan.

Workforce Implications

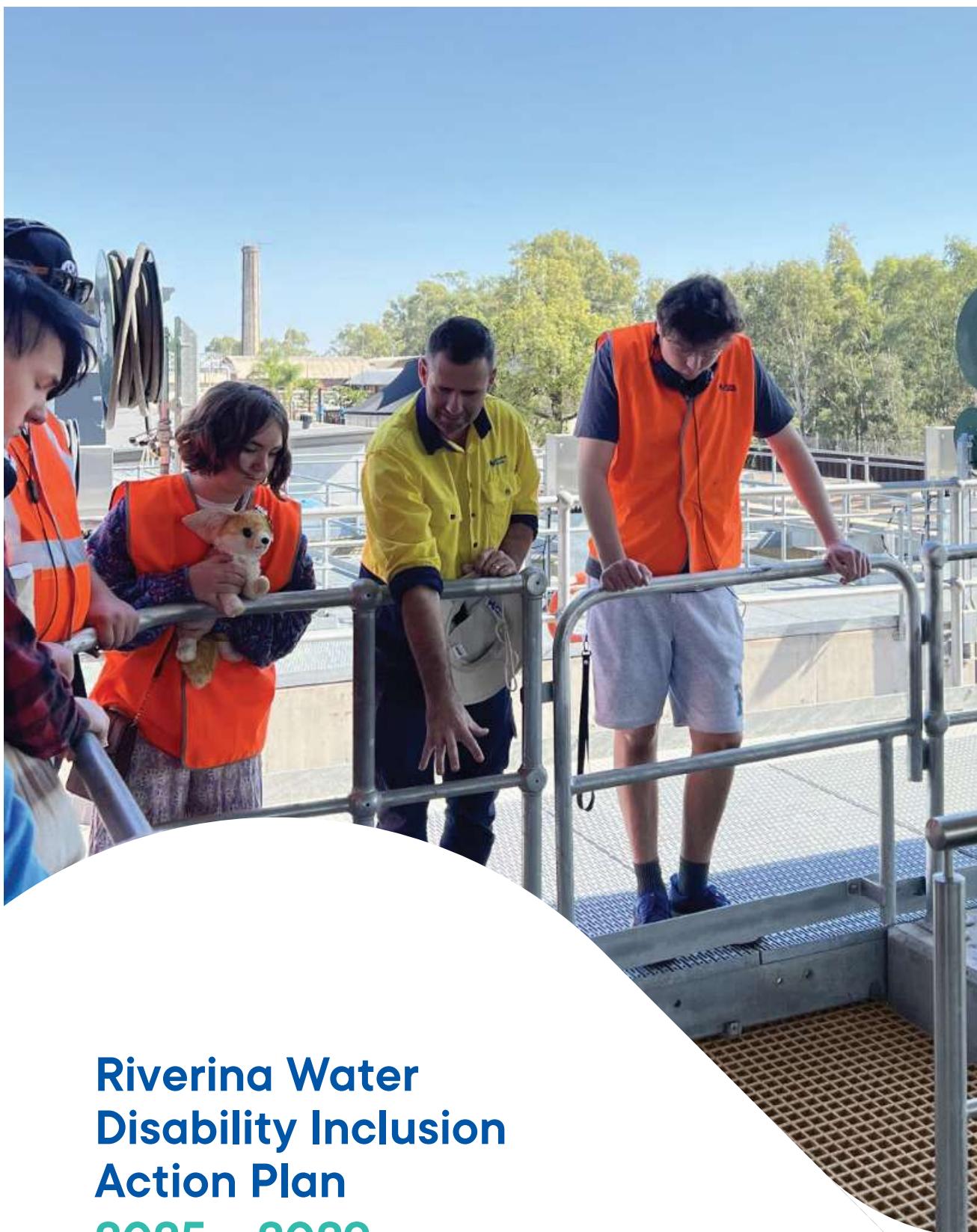
Actions will be included in the relevant Operational Plan.

Risk Considerations

Community and agency partnerships	
High	Riverina Water has a high appetite to partner with our community and other agencies to maximise potential benefits to Riverina Water and the Community.

Risk Alignment

The Disability Inclusion Action Plan is a strategic objective of Riverina Water.

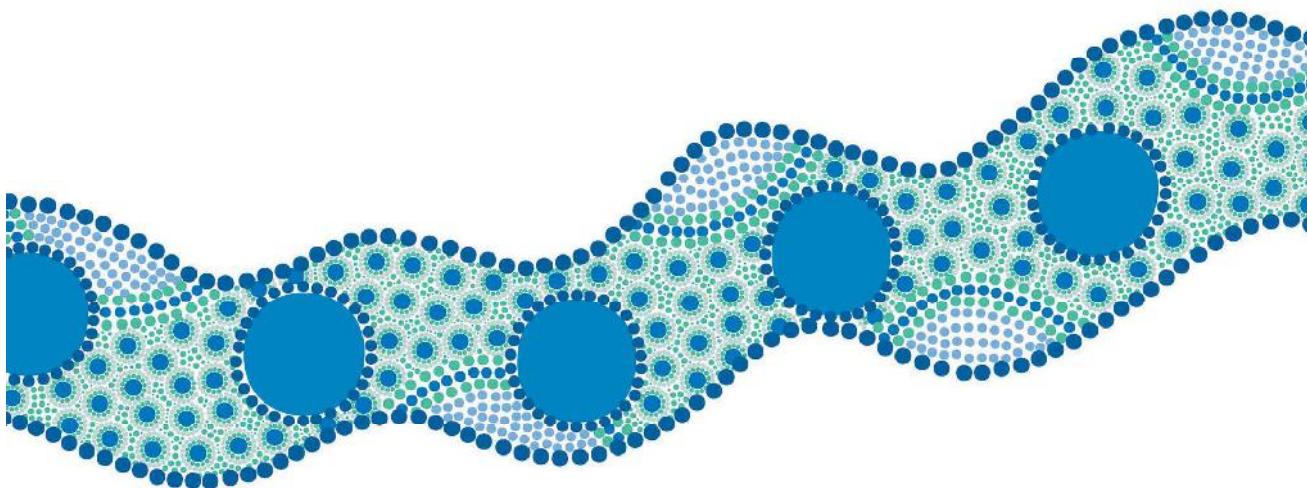


Riverina Water Disability Inclusion Action Plan 2025 – 2029



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Acknowledgement of Traditional Owners

Riverina Water acknowledges the Traditional and continuing Custodians of the land we supply water on, the Wiradyuri people. We pay our respects to Elders past, present and future, as well giving our respect to all First Nations Peoples living in this community.

We recognise the deep cultural connection Wiradyuri and First Nations communities have with the lands and waters of this region.



Our corporate documents feature elements from the artwork *Living Water* by Wiradyuri artist Owen Lyons. The artwork was commissioned by Riverina Water for its Reconciliation Action Plan. Learn more: rwcc.nsw.gov.au/reconciliation

All other images: Riverina Water County Council

A message from our CEO

At Riverina Water, we believe inclusion strengthens not only our organisation but also the communities we serve. matters deeply to us.

This plan is about more than access. It is about shifting perceptions, creating opportunities, and ensuring that people with disability can participate. While we are not legislatively required to develop a Disability Inclusion Action Plan under the NSW Disability Inclusion Act 2014, we have chosen to do so because it fully and equitably in all aspects of life. With our presence and capacity across our supply area, we have both the ability and the responsibility to help remove barriers and improve access to services, facilities, and local jobs.

The Plan aligns with two of our four values, being Respect and Connection, which provides particular relevance to the actions in this Plan.

On a personal level, I feel strongly that every person deserves to feel valued, respected, and supported to live their life to the fullest. When we listen, when we learn, and when we act with empathy, we create an environment where everyone can thrive. That is what this Plan is about.

I am proud to present Riverina Water's first Disability Inclusion Action Plan and look forward to the positive change it will bring for our customers, our staff, and our wider community.



A handwritten signature in black ink, appearing to read "Andrew Crakanthorp".

Andrew Crakanthorp
Chief Executive Officer

Introduction

Riverina Water provides quality drinking water to over 77,000 people across 15,000 square kilometres. To ensure our services and products are accessible and inclusive for all of our customers and staff, including people with disability, we have developed our inaugural Disability Inclusion Action Plan (DIAP).

The 2025 Customer Satisfaction Survey results highlight Riverina Water's strong performance in key areas valued by customers, particularly in customer service and water quality. Core service indicators such as overall trust (4.21¹) reflect consistently high satisfaction. Customer service was rated exceptionally well, with all indicators scoring above 4.5. These results include friendly and caring service (4.63), staff skill and knowledge (4.61), and meeting customer needs on first contact (4.60). The outcomes reflect the importance of responsive and inclusive customer service, especially as Riverina Water develops its Disability Access and Inclusion Plan. High-quality customer service plays a crucial role in ensuring that all customers, including those with disability, can interact with and access services confidently, equitably, and with dignity.

This DIAP serves as a roadmap for Riverina Water to follow over the next four years with the aim of increasing disability access and inclusion across our organisation and services. Aligning with Riverina Water's strategic priorities, social justice principles and relevant state and national legislation, this DIAP will focus on four pillars, namely culture and behaviours, accessible spaces, employment and systems and processes.

To ensure people with disability were involved in every stage of the process and that our DIAP was set up for success, Riverina Water partnered with disability inclusion consulting company Get Skilled Access (GSA) to undertake a discovery process. This process enabled consultants with lived experience of disability to identify what is working well across Riverina Water, opportunities for improvement and the relevant actions to be included in this DIAP.

In addition to collaborating with GSA, Riverina Water provided a focus group for staff within the organisation to share their experiences, stories and feedback regarding current disability inclusion achievements and barriers. The findings of this discussion have informed the development of the plan. Lived experience and story sharing have created the basis for this Plan, and we look forward to consulting with people with disability throughout the progress of the DIAP over the next four years.

¹2025 Customer Survey : Riverina Water

About disability

The definition of disability that we have adopted aligns with the definition supported by the United Nations Convention on the Rights of Persons with Disabilities² which states that people with disability experience physical, mental, intellectual, or sensory differences that, when interacting with an inaccessible society, prevent full and equal participation.

- › In Australia, approximately 4.4 million people live with disability³
- › It is estimated that 80% of disability is non-visible⁴
- › 2.1 million working-age Australians live with disability, with an estimated unemployment rate of 10%²
- › Aligned with the national average, 1 in every 6 people living across Greater Hume⁵, Lockhart⁶, Federation⁷ and Wagga Wagga City Council⁸ areas have disability and/or require care and assistance with core activities
- › The number of First Nations people with disability is double that of the general population²

Models of disability

At Riverina Water, we support the social model of disability and aim to reflect it both in our Plan and in our work. The social model recognises that disability itself is not what is disabling to people, rather it is navigating an inaccessible society, whereby physical and attitudinal barriers exist. As a part of our commitment to improve disability access and inclusion across our organisation and services, this DIAP aims to remove barriers present at Riverina Water and enable full participation from people with disability.

Intersectionality

Throughout this process, we have gained a greater understanding of the impacts of barriers present within society on people with disability. In particular, the compounding effects and unique experiences of those who experience barriers as a result of multiple intersecting identities. Intersecting identities may

include but are not limited to race, gender, sexuality, socioeconomic status, religion, Aboriginal and Torres Strait Islander and more. At Riverina Water, we're proud of the diversity that encompasses the community we serve and recognise that with that comes intersectionality. Through this plan and our work, we aim to acknowledge the impacts of intersectionality and the part we can play in removing barriers.

Inclusive language

For the purpose of this Plan, Riverina Water will be using person first language when referring to people with disability. Person first language acknowledges the person before their disability. An example of person first language is "Person with disability" rather than "disabled person". At Riverina Water, we recognise that the disability community is diverse, and different people will prefer different language types. Some disability groups prefer identity first language, which demonstrates the impact of disability on them. We respect all people's choice in how they wish to be referred.

²Disability | Division for Inclusive Social Development (DISD) (un.org)

³People with disability in Australia, Prevalence of disability - Australian Institute of Health and Welfare (aihw.gov.au)

⁴What is a hidden disability? (hdsunflower.com)

⁵Greater Hume Council Disability Inclusion Action Plan 2021-2025

⁶Lockhart Shire Disability Inclusion Action Plan 2022-2025

⁷Federation Council Disability Access and Inclusion Plan 2022-2026

⁸Wagga Wagga City Council All Abilities Inclusion Action Plan 2022-2026



Policy alignment

United Nations Convention on the Rights of Persons with Disabilities

The United Nations Convention on the Rights of Persons with Disabilities is based on the social and human rights model of disability. It's the culmination of a decade of work and promotes equal opportunity and participation for people with disability.

Australia's Disability Strategy 2021 - 2031

Australia's commitment to the United Nations Convention on the Rights of Persons with Disability underpins the Disability Strategy. The Strategy outlines seven outcomes for improvement that have been identified by people with disability and provides a framework to implement them.

Disability Discrimination Act 1992

The Disability Discrimination Act promotes and upholds the rights of people with disability and makes it unlawful to discriminate against them in the areas of employment, housing, clubs and sports, education, access to premises, goods, facilities, services and land.

NSW Disability Inclusion Act 2014

The Disability Inclusion Act promotes social and economic independence and inclusion for people with disability, allowing choice and control. It also provides safeguards for people utilising supports and services and the responsibilities of the State regarding the National Disability Insurance Scheme.

Workforce Strategic Plan 2025/2026 - 2028/2029

Riverina Water is focused on building a capable, inclusive, and future-ready workforce that can continue to deliver high-quality services to our customers and community. The Workforce Plan outlines our commitment to ensuring the right people are in the right roles at the right time, investing meaningfully in our people's development, and reinforcing diversity, equity, and inclusion across our organisation.

Equal Employment Opportunity Policy

Riverina Water aims to provide an environment where employees and others in the workplace are treated fairly and with respect, and are free from unlawful discrimination, harassment, vilification and bullying. We aim to ensure that when employment decisions are made, they are based on merit, not on irrelevant attributes or characteristics that an individual may possess.

Pillars of inclusion

Pillars of inclusion are used within DIAPs to help categorise actions, highlight areas of focus and identify those responsible for action implementation. The pillars included in this DIAP were chosen as they highlight the areas where barriers exist within Riverina Water as well as those stated in the United Nations Conventions on the Right of Persons with Disability.

The pillars within the Riverina Water Plan are as follows:

- › Culture and behaviours
- › Accessible spaces
- › Employment
- › Systems and processes

We are committed to ensuring our culture in both the community and at Riverina Water is inclusive, our community is accessible, employment pathways enable equal opportunity and systems and processes are universally designed for all. We look forward to using these pillars to help guide our work.



Methodology

The discovery process used to develop this DIAP followed a two-pronged approach. First, consultants with lived experience of disability from disability inclusion consulting firm Get Skilled Access (GSA) reviewed key documents and communications through a disability access and inclusion lens. Second, Riverina Water hosted a focus group with participants from across the organisation, including people with disability, to share experiences and identify both areas of success and opportunities for improvement. The insights gathered were then analysed, and a set of actions was developed. These actions, aligning under their relevant pillars, now form the foundation of this Plan and will guide our efforts over the next four years.

Riverina Water value the input of all those who contributed to the making of this DIAP, in particular, people with disability. We would like to thank those people involved and look forward to continued collaboration over the life of the Plan.

Review and monitoring

The governance and implementation of this Disability Inclusion Action Plan will be overseen by Riverina Water's Executive Team. The Executive Team will provide strategic guidance, monitor progress against the identified actions, and ensure accountability across the organisation. This leadership oversight will help embed disability inclusion into our organisational culture and ensure that initiatives are delivered effectively and sustainably.

The success of this DIAP will be based upon the following measurements of progress:

- › Actions implemented over the life of the Plan and their subsequent outcomes
- › Engagement with people with disability throughout the process, seeking feedback and advice where necessary
- › Alignment with relevant legislation and policies that guide our work

We will report on our progress and performance to the Board and community every six months as part of our Delivery Program and Operational Plan, and in our Annual Report.

What we have achieved so far

Since 2019, Riverina Water has delivered almost \$150,000 in grants, donations and sponsorships for projects and initiatives that improve accessibility or benefit people with disability in our supply area.

Highlights include:

- › More than \$17,000 in funding for Riding for the Disabled for improvement works in the arena
- › Long-standing relationship with Kurrajong Waratah, including annual donations and \$10,000-plus investment in Hildsid Farm
- › More than \$7,000 for sensory gardens
- › \$20,000 towards the Henty Respite project, Avondale Place
- › More than \$50,000 in various projects to improve accessibility in regional areas, including pathways, amenities and doorways

In the lead up to developing its DIAP, Riverina Water has hosted tour groups from disability employment service providers to tour our facilities and see the type of roles that keep water flowing for tens of thousands of people. These emerging relationships have led to work experience sessions for young people with disability to gain meaningful skills and experience.



DIAP actions



Key outcome area 1: Culture and behaviours

Action	Measure	Timeline
1.1 Increase the signs and symbols of disability inclusion at Riverina Water through story sharing and the promotion of inclusive programs.	<ul style="list-style-type: none"> Each year, two positive stories featuring people with disability within the organisation or community are shared and celebrated on Riverina Water's website or social media pages. Riverina Water's membership with WaterAble is promoted to employees and the community, along with the organisation's aspiration to participate in the WaterAble Leadership Program. 	2026/27
1.2 Develop a bank of authentic images reflecting lived experience of disability across staff and community.	<ul style="list-style-type: none"> A bank of authentic images has been developed. Authentic imagery across Riverina Water communications is used throughout the life of the Plan. 	2027/28
1.3 Create a calendar of events that celebrate people with disability.	<ul style="list-style-type: none"> A calendar of events that includes significant dates that celebrate people with disability has been developed and socialised across Riverina Water. 	2025/26
1.4 Deliver training to Riverina Water employees to increase their capability regarding disability access and inclusion.	<ul style="list-style-type: none"> Foundational disability capability and confidence training has been delivered 80% of Riverina Water employees throughout the life of the Plan. The Executive Team has completed disability immersive training. 	Ongoing
1.5 Become a member of the Hidden Disability Sunflower Program.	<ul style="list-style-type: none"> Riverina Water is a Sunflower friendly business. Member training, information and resources to employees has been shared across Riverina Water. The sunflower symbol is visible within internal and customer facing spaces. 	2025/26



Key outcome area 2:
Accessible spaces

Action	Measure	Timeline
2.1 Deliver disability inclusive customer service training across Riverina Water.	<ul style="list-style-type: none"> › 80% of Riverina Water customer-facing employees have completed inclusive customer service training. › Customer Service Satisfaction Survey scores reflect inclusive customer service. 	2026/27
2.2 Increase the participation of people with disability across Riverina Water community engagement initiatives.	<ul style="list-style-type: none"> › Riverina Water participates in events aligned with the disability community including celebrations of International Day of People with Disability. › An inclusion statement is present within grant guidelines to encourage people from underrepresented backgrounds to apply, including people with disability. › Feedback from people with disability regarding the accessibility of Riverina Water services is targeted within consultations. 	Ongoing
2.3 Conduct an accessibility audit of the Riverina Water website to assess compliance with the Web Content Accessibility Guidelines (WCAG).	<ul style="list-style-type: none"> › A WCAG assessment with a list of recommendations has been completed by Riverina Water. › Riverina Water have worked through the list and notified the appropriate teams of the WCAG recommendations. 	2025/26
2.4 Increase the quantity availability of accessible communications across Riverina Water.	<ul style="list-style-type: none"> › Accessibility is embedded in the design and delivery of external communications, including account notices and outage information. › An easy-to-follow Communications Guide has been developed enabling Riverina Water staff to develop accessible and inclusive information. › The Communications Guide has been socialised to highlight the importance of using appropriate font types and size, colour contrasting, language, embedding alternative text in images, and captioning on videos. 	Ongoing
2.5 Improve the physical access experience for people with disability and access requirements.	<ul style="list-style-type: none"> › A Universal Design Guideline has been developed to inform the planning, development, and redevelopment of Riverina Water sites. › The Guideline has been socialised across Riverina Water to support staff's confidence in its application. › Emphasis has been placed on ensuring customer facing spaces meet the standards of the Guideline. › Where possible, accessibility has been improved at water treatment plants, remote work sites and remote office spaces. 	2028/29



Key outcome area 3:
Employment

Action	Measure	Timeline
3.1 Establish inclusive employment practices and pathways for potential candidates at Riverina Water.	<ul style="list-style-type: none"> › Internships, graduate, and traineeship opportunities have been reviewed to ensure accessibility and inclusion for people with disability. › All job opportunities at Riverina Water are promoted through accessible sites such as Jigsaw and Job Active. › An inclusion statement is provided on job ads, encouraging people with disability to apply. 	Ongoing
3.2 Review recruitment policies and practices to identify and remove barriers for people with disability.	<ul style="list-style-type: none"> › A Disability Inclusive Onboarding Guide has been developed with tailored support resources. › Peers or mentors are available to support new hires with disability upon request from the new starter. › Stay Interviews are conducted with all employees with disability to understand retention barriers and improve support. › Relevant recruitment policies and procedures have been reviewed and updated to align with inclusive recruitment practices. › Inclusive recruitment training has been delivered to recruitment teams and hiring managers. › The onboarding process within the P&C system is reviewed to determine if it can support the collection of data regarding disclosure of disability and other diversity data. 	2026/27
3.3 Include questions within the staff survey to capture data on the experiences and inclusion of employees with disability.	<ul style="list-style-type: none"> › The staff survey includes specific questions on workplace culture, disability disclosure, and access to workplace adjustments. › Disability related data is collected in a manner that respects privacy, supports safe disclosure, and recognises a person's right to not disclose. The data is used to monitor progress and evaluate the effectiveness of Riverina Water's DIAP. › Disability-related data is incorporated into strategic plans, annual reports, and key organisational documents to reinforce the importance of access and inclusion across Riverina Water. 	2026/27
3.4 Provide training to people managers on unconscious bias and disability inclusion.	<ul style="list-style-type: none"> › 100% of people managers have completed unconscious bias and disability inclusion training, with pre and post-training evaluations indicating increased confidence in supporting disability disclosure. 	2026/27



Key outcome area 4:
Systems and processes

Action	Measure	Timeline
4.1 Develop a Workplace Adjustment Policy.	› The Riverina Water Workplace Adjustment Policy has been adopted and implemented.	2026/27
4.2 Establish a Workplace Adjustment Procedure that addresses task related barriers for employees with disability or health conditions.	› 100% of adjustment requests are documented and reviewed within agreed timeframes, with annual staff feedback indicating increased satisfaction with the suitability and effectiveness of workplace adjustments.	Ongoing
4.3 Review and update Riverina Water policies and procedures to enhance accessibility and inclusion.	› Policies and procedures are reviewed and updated to identify and unintentional barriers and update accordingly. › The Riverina Water workplace adjustment policy is referenced in all policies that impact the experience of staff.	Ongoing
4.4 Establish an Inclusive Language Guide to support consistent and inclusive communication practices.	› An inclusive Language Guide has been developed, published, and communicated to all staff. › The guide is updated every two years to align with evolving language standards.	2026/27
4.5 Ensure all customer communications, including account notices and planned works notifications, are accessible to customers with disability.	› Current accounts notices and customer facing information have been reviewed to increase access to customers.	2026/27

Appendices

Appendix A – Glossary

Term	Definition	Source
Accessibility	Making a product, service, information or environment available to as many people as possible.	Get Skilled Access
Disability	<p>Any limitation, restriction or impairment, which restricts everyday activities.</p> <p>“The interaction between persons with impairments and attitudinal and environmental barriers that hinders their full potential and effective participation in society on an equal basis with others”.</p>	United Nations Convention on the Rights of Persons with Disabilities (CRPD)
Discrimination	<p>Direct Discrimination – Discrimination happens when a person, or a group of people, is treated less favorably than another person or group because of their background or certain personal characteristics. It is also discrimination when an unreasonable rule or policy applies to everyone but has the effect of disadvantaging some people because of a personal characteristic they share.</p> <p>Indirect Discrimination – Discrimination can be against the law if it is based on a person's: age, disability, or race, including colour, national or ethnic origin or immigrant status, sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status.</p>	Australian Human Rights Commission
Diversity	Diversity is any dimension that can be used to differentiate groups and people from one another.	Global Diversity Practice
Inclusion	Inclusion is an organisational effort and practices in which different groups or individuals having different backgrounds are culturally and socially accepted and welcomed and equally treated.	Global Diversity Practice
Universal design	The design and composition of an environment so that it can be accessed, understood, and used to the greatest extent possible by all people regardless of their age, size, ability or disability.	The Centre for Excellence in Universal Design
WCAG	The Web Content Accessibility Guidelines (WCAG) are a set of internationally recognised standards developed by the World Wide Web Consortium (W3C) to make web content more accessible to people with disability. WCAG provides recommendations to improve accessibility for users with visual, auditory, physical, speech, cognitive, language, learning, and neurological disabilities	



R9 StateCover Mutual's General Managers Report (Riverina Water) 2024-2025

Organisational Area Chief Executive Officer

Author Gabrielle Calverley, WHS Coordinator

Summary This report provides an analysis of the Workers Compensation & Safety Performance 2024/2025 Report prepared for Council General Managers by StateCover Mutual.

RECOMMENDATION that the Board receive and note the report.

Report

The StateCover Riverina Water Chief Executives Report for 2024/2025 contains details on Riverina Water's overall safety performance and the management of workplace risk. The report also provides performance rates for the broader mutual scheme, which indicates how Riverina Water is tracking against other organisations. A copy of the report is attached.

Premium Rate: The premium rate decreased to 1.31% in 2024/25 having been 1.69% for 2023/24. This is a pleasing result and reflects the effective work of Riverina Water's management of claims and return to work efforts.

Average Cost of Claims: There was a significant decrease in Riverina Water's claims cost to \$9,449 (2023/24 \$24,328).

Claim Frequency Rate (per 100 employees): Increased to 6.09, up from 5.17 in 2023/24.

Claim Frequency Rate (per \$1m in wages): Remained steady at 0.46, slightly up from 0.45 the previous financial year.

Injury Types/Cause of Injury: Due to the nature of the tasks performed at Riverina Water, once again sprain and strain injury types accounted for 100% of claims received. There were seven claims in 2024/25 – an increase from six claims in 2023/24.

Injury Reporting Timeframe: Reporting injuries to StateCover within 48 hours of Riverina Water becoming aware of the injury is a legislative requirement. There is steady improvement with this metric, recording an increase to 86% of claims reported within 48 hours. (Increased from 83% for 2023/24).

› R9.1 [Riverina Water County Council CEO Report 2024-2025](#) 

Strategic Alignment

Our Operations

Proactively manage risks and opportunities

Financial Implications

Riverina Water can influence future insurance premiums by providing a safe workplace and, when a worker is injured, proactively assisting them to recover at work. The previous three years of specific claim costs impact the premium payable. The fewer claims made, and the sooner injured workers return to work, the lower the premium.

Workforce Implications

An additional WHS Officer position be considered to respond to the increasing complexity of managing workplace injuries and return to work coordination within our aging workforce. A dedicated position, that will focus on return to work, is expected to improve coordination, reduce lost time injuries and workers compensation costs, and enhance support for employees transitioning back to work. This investment demonstrates our commitment to duty of care while supporting retention of corporate knowledge.

Risk Considerations

Corporate Governance and Compliance	
Low	Riverina Water has low appetite for risk of failure to comply with legislation, regulations, policy/procedures and transparent, ethical decision making. Minor breaches are expected from time to time but it will be reported and responded to.

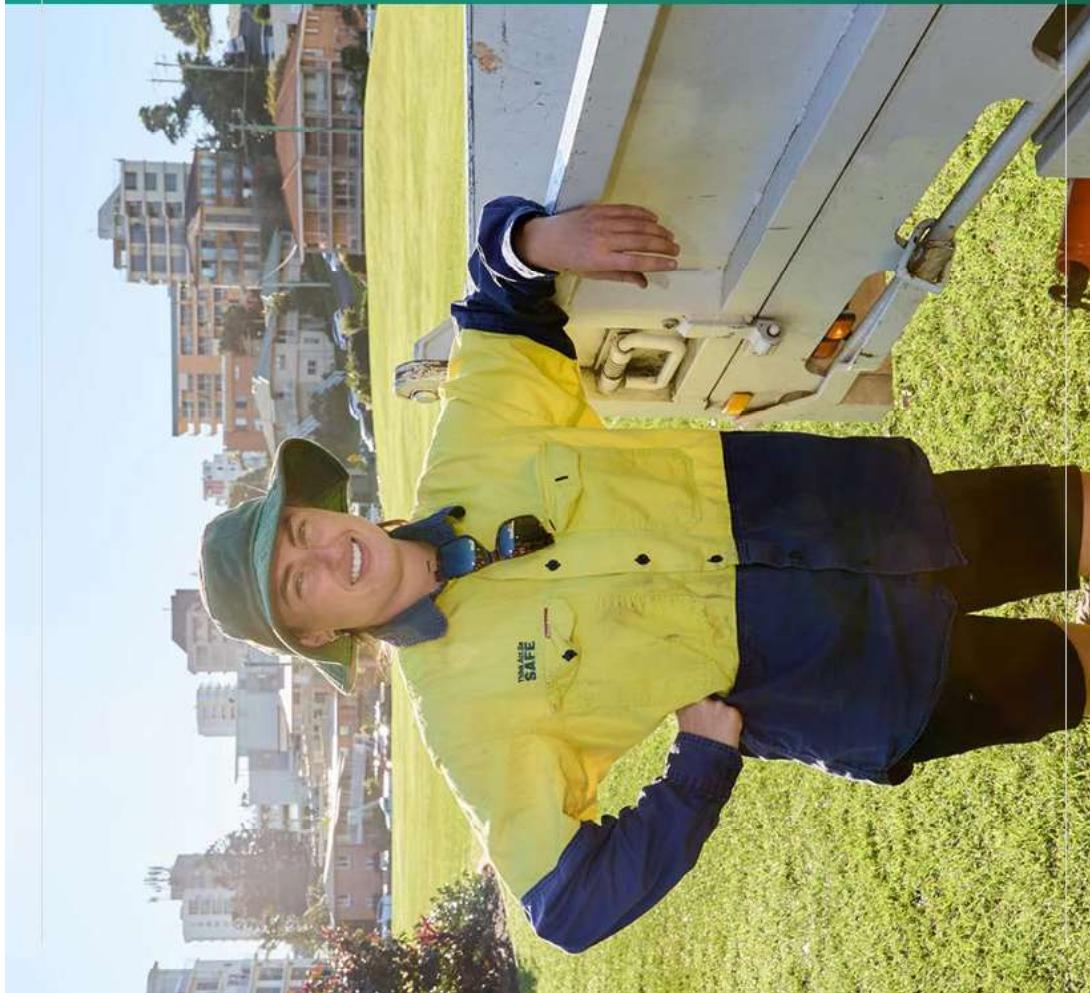
Risk Alignment

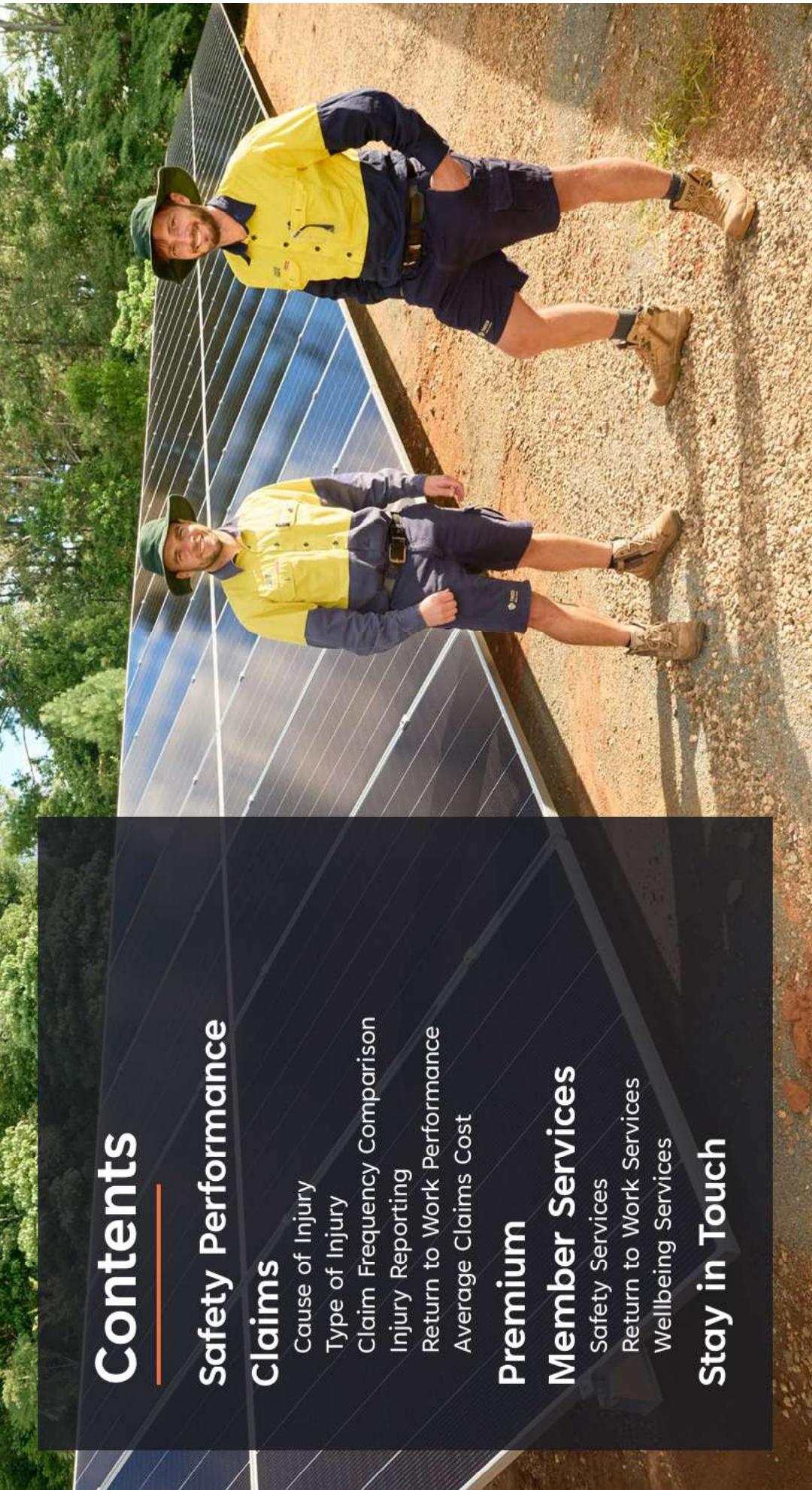
Riverina Water maintains a low-risk appetite for non-compliance with legislative, regulatory and procedural obligations. The organisation expects full compliance as standard practice, with robust systems in place to identify, prevent, and address breaches. Any and all non-compliances must be promptly identified, reported, investigated and remediated with appropriate corrective actions implemented.

2024-2025 CEO REPORT

RIVERINA WATER COUNTY COUNCIL

StateCover
Mutual





Contents

Safety Performance

Claims

- Cause of Injury
- Type of Injury
- Claim Frequency Comparison
- Injury Reporting
- Return to Work Performance
- Average Claims Cost

Premium Member Services

- Safety Services
- Return to Work Services
- Wellbeing Services

Stay in Touch





Safety performance

Your dedicated safety specialist is partnering with your team to understand your safety performance, goals, and improvement opportunities

WHS self-audit progress

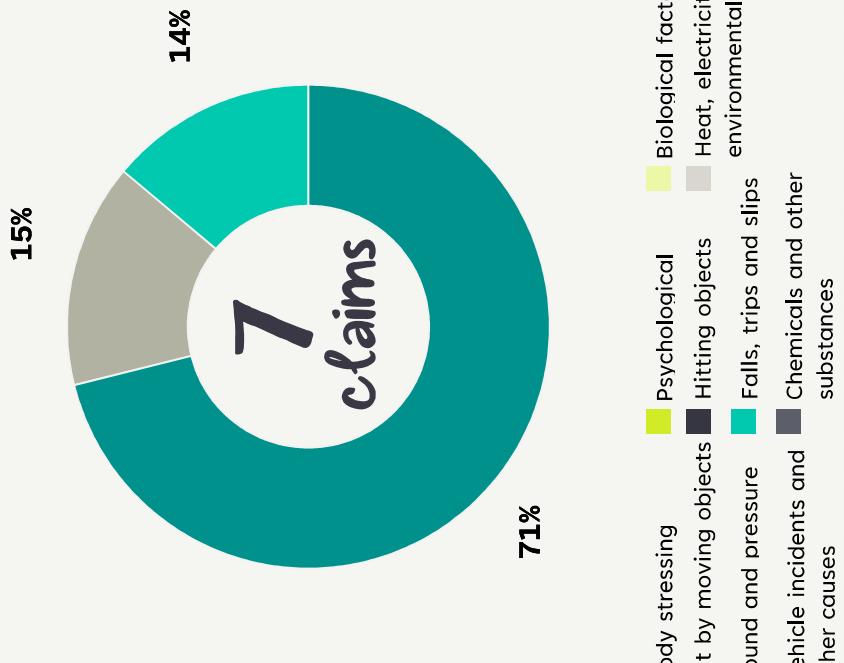
- WHS self-audit status: Recognised External Audit
- Verification: N/A
 - Priority action plan: complete



Cause of Injury

Physical injuries resulted in 7 claims during 2024/2025.

This accounts for 100% of your total claims.



Type of Injury

Understanding the type and proportion of injuries occurring will assist you to target your WHS efforts.

Typically, sprains and strains represent the highest proportion of claims for most Members.

Psychological injuries are the fastest growing cohort of claims across the mutual.



100%



Claim Frequency Comparison

Monitoring claim frequency using
employee numbers*

9.29

8.16

6.09

6.38

0.83

0.97

0.46

0.68

Monitoring claim frequency using
Council wages*

9.29

8.16

6.38

0.83

0.97

0.68

Member	Region	BTP Cat.	StateCover
Member	Region	BTP Cat.	StateCover

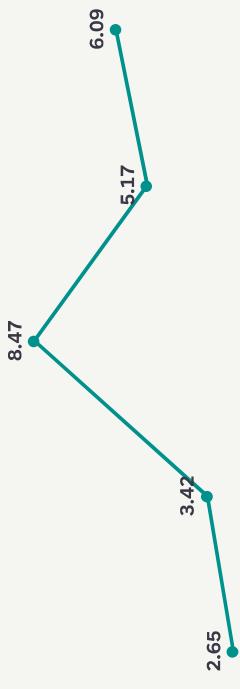
*Claim frequency is calculated as the number of claims lodged relating to injuries in 24/25 per 100 employees and per \$1million of Council wages as declared to StateCover.



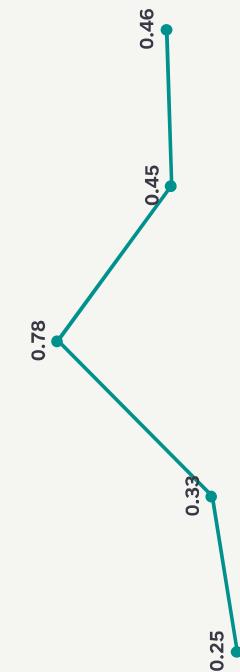
Claim Frequency Trend

Impact of WHS efforts over time: 2021 - 2025

Monitoring claim frequency using
employee numbers*



Monitoring claim frequency using
Council wages*



2021 2022 2023 2024 2025 2021 2022 2023 2024 2025

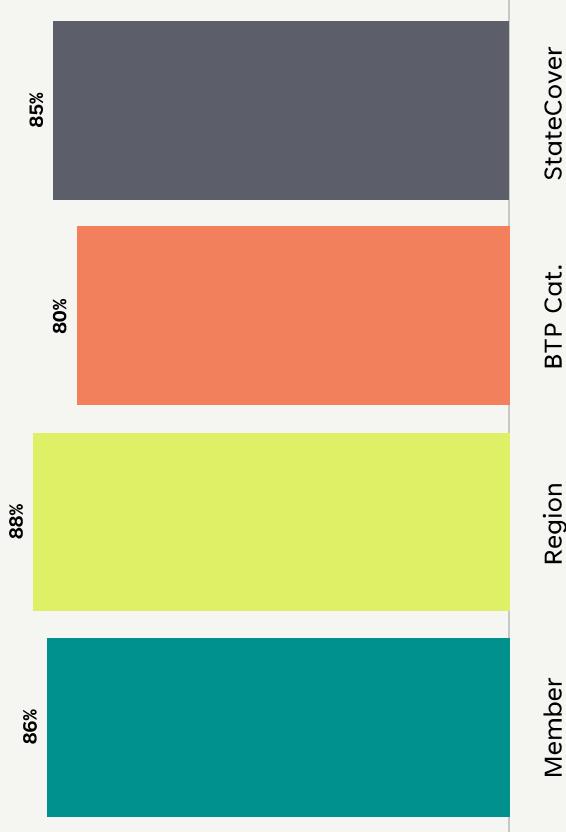
*Claim frequency is calculated as the number of claims lodged relating to injuries in 24/25 per 100 employees and per \$1million of Council wages as declared to StateCover.

Injury Reporting

Percentage of claims reported to StateCover within 48 hours

Reporting injuries to StateCover within 48 hours of Council becoming aware of the injury is a legislative requirement.

Prompt reporting allows for early intervention and assists with swift recovery and return to work.



Return to Work Performance

Your Council's average four-week RTW performance in 2024/2025

Number of claims: 7

Number of time lost claims: 1

The return to work (RTW) rate measures the proportion of injured workers who have experienced time loss due to their injury, and have resumed work in any capacity within four weeks from the date the claim was entered into StateCover's system.

The measure is used to demonstrate the overall injury management effectiveness. StateCover adopts a collaborative approach to RTW and understands the mutual benefits that early intervention and returning to work have on a worker's recover and wellbeing, as well as on Council's efficacy.

100%

77%

67%

72%

Member Region BTP Cat. StateCover



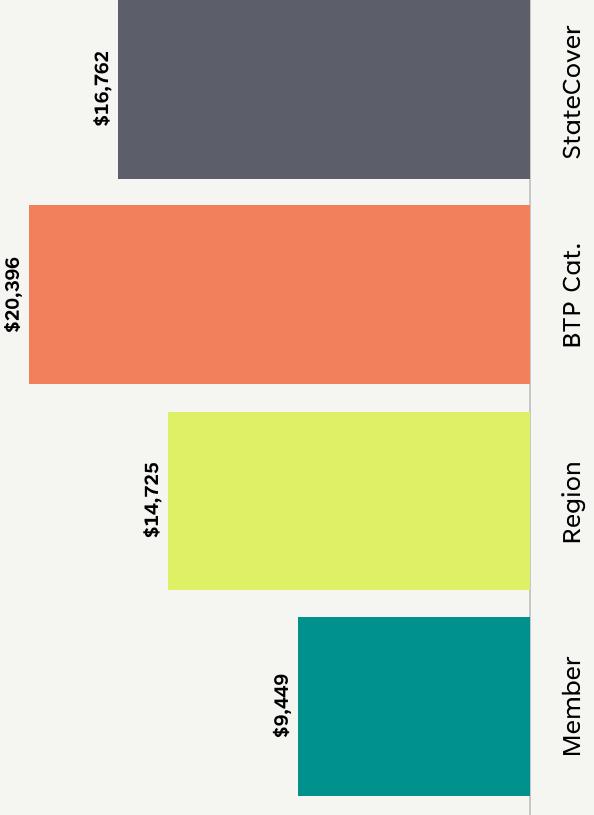
Average Claims Cost

Comparison of your average incurred claims costs in 2024/2025

Claims costs may increase over time as further entitlements are paid, e.g. whole person impairment lump sums or workplace injury damages.

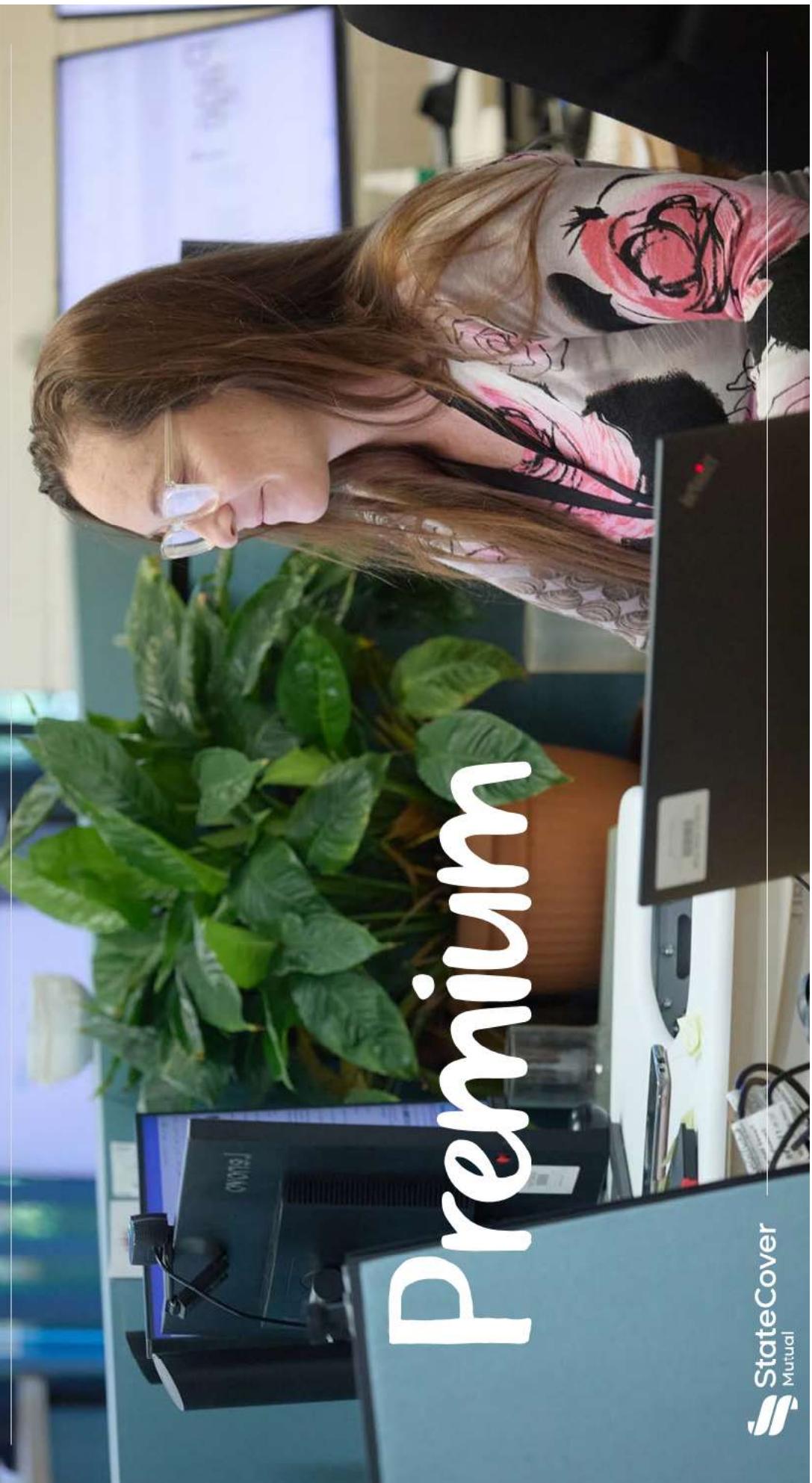
The amount paid on a claim will either directly or indirectly impact Council's premium.

The most effective way to minimise either type of impact is to return the injured worker to work in suitable employment.



Member Region BTP Cat. StateCover



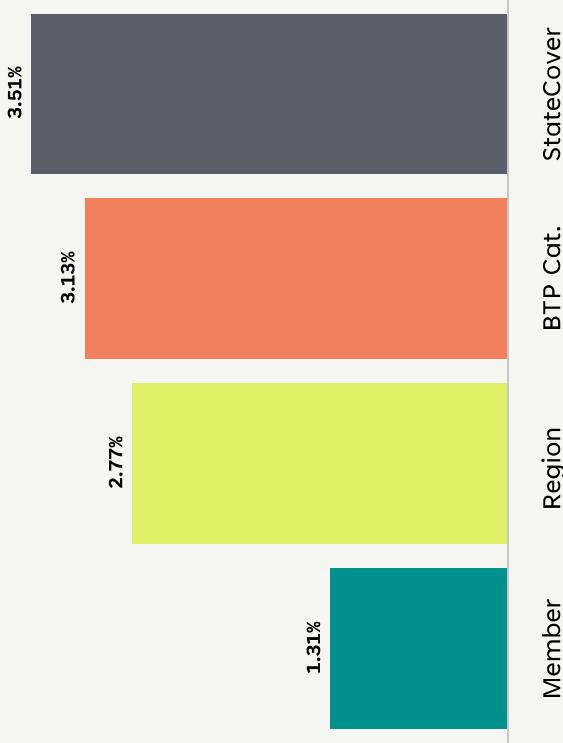


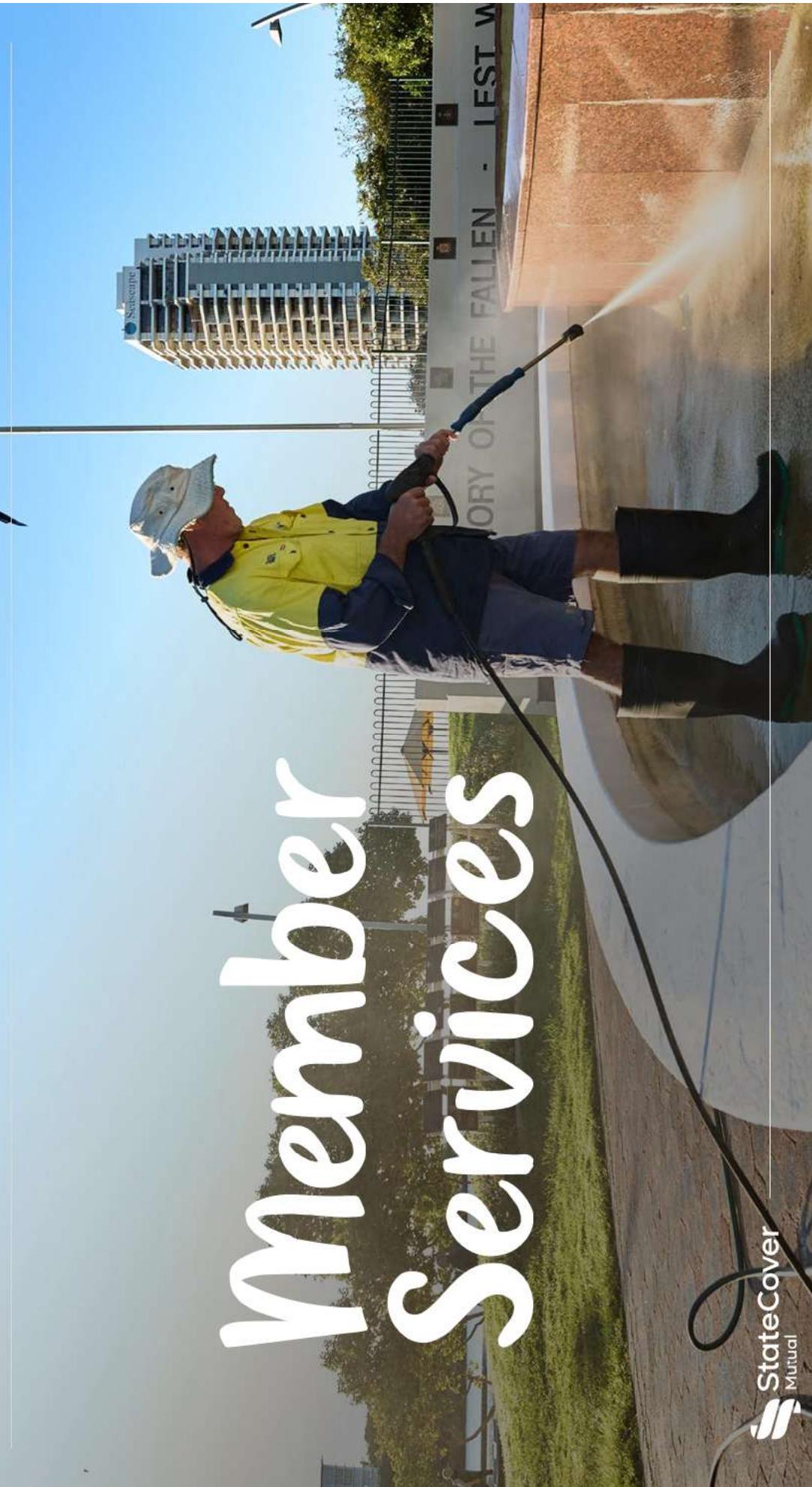
Your Premium

Your 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.

Members can influence their premium through providing a safe workplace and, when a worker is injured, proactively assisting them to recover at work.

Your premium is "experience-rated," with the past three years of specific claim costs impacting the premium payable – the better the experience, the lower the premium.





Safety Services

We know that approximately 60% of claims are caused by hazardous manual tasks, resulting in musculoskeletal injury. We also understand the significant human and financial impact of psychological injury. Our safety specialists are here to help.



Safety Services and programs

StateCover's new safety services and programs focus on addressing injury and claims trends.

- Psychosocial Hazard Management Program
- Hazardous Manual Tasks Program
- WHS Planning and Review Service
- WHS Mentoring Program



Training and resources

A comprehensive range of training programs and resources are available face-to-face or virtually.

- Due Diligence
- Incident Investigation
- WHS Roles and Responsibilities
- WHS Committee
- Contractor Management
- Respect at Work

Return to Work Services

Your dedicated return to work coordinator (RTWC) is uniquely placed to drive RTW performance. StateCover has developed support and training to help them achieve the best possible outcomes.



Job demands analysis (JDA) library

Physical, cognitive, psychological, sensory, and communication demands of specific roles to support return to work.



RTW self audit

A deep understanding of your RTW compliance that supports the development of action plans for identified improvement opportunities.



RTWC training

New training and communities of practice to support Members are coming in 2025-2026.

Wellbeing Services

StateCover's wellbeing services can help your team to develop a strategic approach to wellbeing, promote good health practices, and much more.



Wellbeing strategy consultancy

Our wellbeing specialists are empowered with local government insights, giving them the tools to identify wellbeing priorities. They can work with your team to develop a bespoke wellbeing strategy aligned to your key goals and your people's needs.



Healthy workplace audit

Assess existing policies and procedures to shape your healthy workplace.



Workforce health profiling

Actively identify wellbeing related risks.



Health promotion campaigns

Deliver specific health information that targets known workforce risks.



Trent Bay

MEMBER SERVICES MANAGER

Direct phone: (02) 8235 2804

Mobile: 0439 910 155

trent.bay@statecover.net.au



StateCover
Mutual

Keeping your people safe, well and working



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R10 Lost Time Injury Statistics July 2025 to November 2025

Organisational Area Chief Executive Officer

Author Gabrielle Calverley, WHS Coordinator

Summary This report presents information on Lost Time Injury statistics for the 2025/2026 financial year.

RECOMMENDATION that the Board receive and note the statistics report for Lost Time Injuries (LTIs) for the period June 2025 to November 2025, noting that the data is accurate as of 30 November 2025.

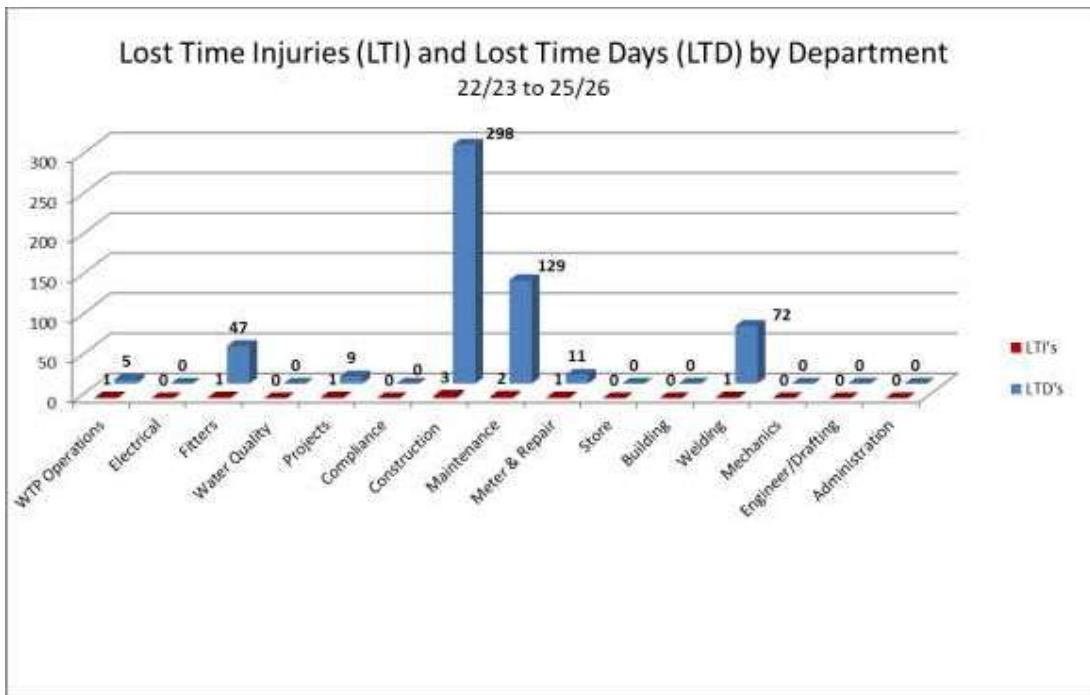
Report

Workers Compensation Statistics	22/23	23/24	24/25	25/26
Claims lodged	10	7	7	8
Premium Impacting Claims	5	2	2	1
Claims currently open	1	0	1	7
Lost Time Days (LTD's)	359	120	45	47

Open Claims – Premium Impacting		
Date of Injury	Claim Status	Lost Time Days (Days off work)
18/08/2025*	OPEN	47
16/10/2022	OPEN	253
Open Claims Total LTD's		300

* Note – Date of injury has been amended by the insurer, State Cover Mutual, to ensure compliance with the NSW Workers Compensation Act 1987, which requires that a nature and conditions disease must have a 'date of injury' matching the first day of incapacity.

Riverina Water has a member of its Work Health and Safety Team who coordinates the return to work programs for each injured worker with the aim of both assisting the injured employee recover and to minimise the LTD's



Strategic Alignment

Our People

Partner with our people to ensure they go home safe and well

Financial Implications

Riverina Water works in partnership with its insurer StateCover Mutual to minimise costs associated with each claim, to minimise the annual premium paid for workers compensation insurance

Workforce Implications

Consideration is being given to provide additional support in this area

Risk Considerations

Work, Health and Safety

Riverina Water acknowledges the high-risk environment in which we operate

No appetite	Riverina Water has no appetite for risk of serious impact to the health (through accident, injury or illness) or wellbeing of Riverina Water staff, board members, contractors, visitors, members of our community or the public.
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Risk Alignment

Monitoring Workers Compensation data enables Riverina Water to identify injury and illness trends, target prevention efforts to reduce insurance premiums and protect our people from harm

R11 Adoption Code of Meeting Practice Policy 1.02

Organisational Area **Chief Executive Officer**

Author Andrew Crakanthorp, Chief Executive Officer and Wendy Reichelt, Governance & Corporate Planning Officer

Summary The new Code of Meeting Practice Policy 1.02 was presented to the October 2025 Board meeting prior to being placed on public exhibition. It is now presented to the Board for adoption.

RECOMMENDATION that Council:

- a) Note that no submissions were made during the public exhibition period
- b) Adopt the Code of Meeting Practice Policy 1.02, noting that mandatory provisions of this Code commence from 1 January 2026.

Report

The new Code of Meeting Practice Policy 1.02, was presented to the October Board meeting prior to being placed on public exhibition. The policy was exhibited for a period of 28 days and no submissions were received.

The Code of Meeting Practice Policy 1.02 is now presented to the Board for adoption. This Code will replace the existing policy from 1 January 2026.

The new Code will impact some of the past practices undertaken by Riverina Water and include:

- pre-council briefings are not permitted
- separate workshops can be held, but are to be open to the public (but do not have to be livestreamed)
- where the Code uses the terms **must** or **will** these clauses are mandatory. Where the Code uses the term **may** or **should**, it is up to each council to determine if and how that clause applies
- if a matter is considered in closed session (i.e. is confidential) it is up to the Board to determine if the information contained in confidential reports is to be made available to the public for information and when. Information is only to be released following liaison with affected parties before making information available to the public
- Board Members can only attend meetings remotely (i.e. by Teams etc) if they are unwell or have unexpected caring duties. They cannot attend meetings remotely due to being elsewhere for business etc. (There are, however, provisions for natural

disasters, which may include inability to attend a meeting due to road closures etc, and public health orders.)

The OLG is continuing to update the Q&As concerning the new Model Code on their website. The CEO and DCS will discuss future workshops with the incoming Chair prior to the February Board meeting to be held 26 February 2026.

› **R11.1 Code of Meeting Practice Policy 1.02** 

Strategic Alignment

Our Operations

Provide effective leadership and governance

Financial Implications

N/A

Workforce Implications

N/A

Risk Considerations

Corporate Governance and Compliance	
Low	Riverina Water has low appetite for risk of failure to comply with legislation, regulations, policy/procedures and transparent, ethical decision making. Minor breaches are expected from time to time but it will be reported and responded to.

Risk Alignment

Adoption and application of the Code of Meeting Practice ensures that Riverina Water complies with governance requirements set out by the NSW Office of Local Government.



Riverina Water Code of Meeting Practice

Policy 1.02

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1. Introduction

This Code of Meeting Practice incorporates the mandatory provisions of the model code of meeting practice for local councils in NSW and some optional provisions as determined by the Board.

The Board and any committees of Riverina Water of which all the members are board members, must conduct its meetings in accordance with this Code of Meeting Practice. Riverina Water committees whose members include persons other than board members may adopt their own rules for meetings unless the Board determine otherwise.

2. Meeting principles

2.1 Board and committee meetings should be:

Transparent: Decisions are made in a way that is open and accountable.

Informed: Decisions are made based on relevant, quality information.

Inclusive: Decisions respect the diverse needs and interests of the local community.

Principled: Decisions are informed by the principles prescribed under Chapter 3 of the Act.

Trusted: The community has confidence that Board members and staff act ethically and make decisions in the interests of the whole community.

Respectful: Board members, staff and meeting attendees treat each other with respect.

Effective: Meetings are well organised, effectively run and skilfully chaired.

Orderly: Board member, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

Note: The Office of Local Government has issued a guideline on free speech in local government in NSW. The Guideline provides practical guidance to councils on what free speech means in the context of NSW local government, including in relation to council meetings. The Guidelines have been issued under section 23A of the Act meaning councils must consider them when exercising their functions at meetings.

3. Before the meeting

Timing of ordinary board meetings

- 3.1 The Board shall, by resolution, set the frequency, time, date and place of its ordinary meetings. Under section 396 of the Act, county councils are required to meet at least four (4) times each year.
- 3.2 The Board may, by resolution, vary the time, date and place of ordinary meetings for flexibility on given circumstances.

Extraordinary meetings

- 3.3 If the Chairperson receives a request in writing, signed by at least two (2) board members, the Chairperson must call an extraordinary meeting of the Board to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The Chairperson can be one of the two board members requesting the meeting.

Note: Clause 3.3 reflects section 366 of the Act.

- 3.4 The chairperson may call an extraordinary meeting without the need to obtain the signature of two (2) board members**

Notice to the public of board meetings

- 3.5 The Board must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings and of each meeting of committees of the Board.

Note: Clause 3.5 reflects section 9(1) of the Act.

- 3.6 For the purposes of clause 3.5, notice of a meeting of the Board and of a committee of the Board is to be published before the meeting takes place. The notice must be published on Riverina Water's website, and in such other manner that Riverina Water is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.

- 3.7 For the purposes of clause 3.5, notice of more than one (1) meeting may be given in the same notice.

Notice to members of ordinary board meetings

- 3.8 The chief executive officer (CEO) must send to each board member, at least three (3) working days before each meeting of the Board a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

Note: Clause 3.8 reflects section 367(1) of the Act.

- 3.9 The notice and the agenda for, and the business papers relating to, the meeting may be given to board members in electronic form, but only if all members have facilities to access the notice, agenda and business papers in that form.

Note: Clause 3.9 reflects section 367(3) of the Act.

Notice to members of extraordinary meetings

- 3.10 Notice of less than three (3) days may be given to board members of an extraordinary meeting of the Board in cases of emergency.

Note: Clause 3.10 reflects section 367(2) of the Act.

Giving notice of business to be considered at board meetings

- 3.11 A board member may give notice of any business they wish to be considered by the Board at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted four (4) business days before the meeting is to be held.
- 3.12 A board member may, in writing to the CEO, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.

Questions with notice

- 3.13 A board member may, by way of a notice submitted under clause 3.11, ask a question for response by the CEO about the performance or operations of Riverina Water.
- 3.14 A board member is not permitted to ask a question with notice under clause 3.13 that would constitute an act of disorder
- 3.15 The CEO or their nominee may respond to a question with notice submitted under clause 3.13 by way of a report included in the business papers for the relevant meeting of the Board.

Agenda and business papers for ordinary meetings

- 3.15 The CEO must cause the agenda for a meeting of the Board or a committee of the Board to be prepared as soon as practicable before the meeting.
- 3.16 The CEO must ensure that the agenda for an ordinary meeting of the Board states:
 - (a) all matters to be dealt with arising out of the proceedings of previous meetings of the Board, and
 - (b) any matter or topic that the Chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
 - (c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
 - (d) any business of which due notice has been given under clause 3.11.
- 3.17 Nothing in clause 3.16 limits the powers of the chairperson to put a chairperson minute to a meeting without notice under clause 9.7.
- 3.18 The CEO must not include in the agenda for a meeting of the Board any business of which due notice has been given if, in the opinion of the CEO, the business is, or the implementation of the business would be, unlawful. The CEO must report, without giving details of the item of business, any such exclusion to the next meeting of the Board.
- 3.19 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the CEO, is likely to take place when the meeting is closed to the public, the CEO must ensure that the agenda of the meeting:

- (a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
- (b) states the grounds under section 10A(2) of the Act relevant to the item of business.

Note: Clause 3.19 reflects section 9(2A)(a) of the Act.

- 3.20 The CEO must ensure that the details of any item of business which, in the opinion of the CEO, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to board members for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a board member or by any other person to another person who is not authorised to have that information.

Availability of the agenda and business papers to the public

- 3.21 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the Board and committees of the Board, are to be published on Riverina Water's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the administration office of Riverina Water, at the relevant meeting and at such other venues determined by Riverina Water.

Note: Clause 3.21 reflects section 9(2) and (4) of the Act.

- 3.22 Clause 3.21 does not apply to the business papers for items of business that the CEO has identified under clause 3.19 as being likely to be considered when the meeting is closed to the public.

Note: Clause 3.22 reflects section 9(2A)(b) of the Act.

- 3.23 For the purposes of clause 3.21, copies of agendas and business papers must be published on Riverina Water's website and made available to the public at a time that is as close as possible to the time they are available to board members.

Note: Clause 3.23 reflects section 9(3) of the Act.

- 3.24 A copy of an agenda, or of an associated business paper made available under clause 3.21, may in addition be given or made available in electronic form.

Note: Clause 3.24 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

- 3.25 The Board must ensure that the agenda for an extraordinary meeting of the Board deals only with the matters stated in the notice of the meeting.
- 3.26 Nothing in clause 3.25 limits the powers of the chairperson to put a chairperson's minute to an extraordinary meeting without notice under clause 9.7

- 3.27 Despite clause 3.25, business may be considered at an extraordinary meeting of the Board at which all board members are present, even though due notice of the business has not been given, if the Board resolves to deal with the business on the grounds that is urgent and requires a decision by the Board before the next scheduled ordinary meeting of the Board. A resolution adopted under this clause must state the reasons for the urgency..
- 3.28 A motion moved under clause 3.27 can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with. Despite any other provision of this Code, only the mover of a motion moved under clause 3.27, and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 3.29 If all board members are not present at the extraordinary meeting, the Board may only deal with business at the meeting that board members have not been given due notice of, where a resolution is adopted in accordance with clause 3.27 and the Chairperson also rules that the business is urgent and requires a decision by the Board before the next scheduled ordinary meeting.
- 3.30 A motion of dissent cannot be moved against a ruling of the Chairperson under clause 3.29 on whether a matter is urgent.

Prohibition of pre-meeting briefing session

- 3.31 Briefing sessions must not be held to brief board members on business listed on the agenda for meetings of the Board or committees of the Board.
- Note: The prohibition on the holding of briefing sessions under clause 3.31 reflects the intent of Chapter 4, Part 1 of the Act which requires business of the Board to be conducted openly and transparently at a formal meeting of which due notice has been given and to which the public has access. Pre-meeting briefing sessions are inconsistent with the principles of transparency, accountability and public participation and have the potential to undermine confidence in the proper and lawful decision-making processes of the Board.
- 3.32 Nothing in clause 3.31 prevents a board member from requesting information from the CEO about a matter to be considered at a meeting, provided the information is also available to the public. Information requested under this clause must be provided in a way that does not involve any discussion of the information.

4. Public forums

- 4.1 Riverina Water may hold a public forum prior to each ordinary meeting of the Board for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to extraordinary board meetings and meetings of committees of the Board.
- 4.2 The Board may determine the rules under which public forums are to be conducted and when they are to be held

- 4.3 The provision of this Code requiring the livestreaming of meetings also apply to public forums.

5. Coming together

Attendance by board members at meetings

- 5.1 All board members must make reasonable efforts to attend meetings of the Board and of committees of the Board of which they are members.

Note: A board member may not attend a meeting as a member (other than the first meeting of the Board after the member is elected or a meeting at which the member takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

- 5.2 The Board may determine standards of dress for board members when attending meetings.
- 5.3 A board member cannot participate in a meeting of the Board or of a committee of the Board unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this Code.
- 5.4 Where a board member is unable to attend one or more meetings of the Board, the member should submit an apology for the meetings they are unable to attend, state the reasons for their absence from the meetings and request that the Board grant them a leave of absence from the relevant meetings.
- 5.5 The Board must act reasonably when considering whether to grant a member's request for a leave of absence.
- 5.6 Where a board member makes an apology under clause 5.4 the Board must determine by resolution whether to grant the member a leave of absence for the meeting for the purposes of section 234(1)(d) of the Act. If the Board resolves not to grant a leave of absence for the meeting, it must state the reasons for its decisions in its resolution.
- 5.7 A board member's civic office will become vacant if the member is absent from three (3) consecutive ordinary meetings of the Board without prior leave of the Board, or leave granted by the Board at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the Board has been suspended under the Act, or as a consequence of a compliance order under section 438A.

Note: Clause 5.7 reflects section 234(1)(d) of the Act.

The quorum for a meeting

- 5.8 The quorum for a meeting of the Board is a majority of the members of the Board who hold office at that time and are not suspended from office.

Note: Clause 5.8 reflects section 368(1) of the Act.

- 5.9 Clause 5.8 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the Board.

Note: Clause 5.9 reflects section 368(2) of the Act.

- 5.10 A meeting of the Board must be adjourned if a quorum is not present:
- (a) at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
 - (b) within half an hour after the time designated for the holding of the meeting, or
 - (c) at any time during the meeting.
- 5.11 In either case, the meeting must be adjourned to a time, date and place fixed:
- (a) by the Chairperson, or
 - (b) in the Chairperson's absence, by the majority of the members present, or
 - (c) failing that, by the CEO.
- 5.12 The CEO must record in the Board minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the Board together with the names of the members present.
- 5.13 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety and welfare of board members, Riverina Water staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the chairperson may, in consultation with the CEO and, as far as is practicable, with each board member, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on Riverina Water's website and in such other manner that Riverina Water is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.
- 5.14 Where a meeting is cancelled under clause 5.13, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the Board or at an extraordinary meeting called under clause 3.3.

Meetings held by audio-visual link

- 5.15 A meeting of the Board or a committee of the Board may be held by audio-visual link where the Chairperson determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The Chairperson may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of board members and staff at risk. The Chairperson must make a determination under this clause in consultation with the CEO and, as far as is practicable, with each member.

- 5.16 Where the Chairperson determines under clause 5.15 that a meeting is to be held by audio-visual link, the CEO must:
- (a) give written notice to all board members that the meeting is to be held by audio-visual link, and
 - (b) take all reasonable steps to ensure that all board members can participate in the meeting by audio-visual link, and
 - (c) cause a notice to be published on Riverina Water's website in such other manner the CEO is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.
- 5.17 The Code applies to a meeting held by audio-visual link under clause 5.15 in the same way it would if the meeting was held in person.

Note: Where Riverina Water holds a meeting by audio-visual link under clause 5.15, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting

Attendance by board members at meetings by audio-visual link

- 5.18 Board members may attend and participate in meetings of the Board and committees of Riverina Water by audio-visual link with the approval of the Board or the relevant committee where they are prevented from attending the meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.
- 5.19 Clause 5.18 does not apply to meetings at which an election of Chairperson is to be held.
- 5.20 A request by a board member for approval to attend a meeting by audio-visual link must be made in writing to the CEO prior to the meeting in question and must provide reasons why the member will be prevented from attending the meeting in person.
- 5.21 Board members may request approval to attend more than one meeting by audio-visual link. Where a member requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.20.
- 5.22 Riverina Water must comply with the Health Privacy Principles prescribed under the Health Records and Information Privacy Act 2002 when collecting, holding, using and disclosing health information in connection with a request by a board member to attend a meeting by audio-visual link.
- 5.23 A board member who has requested approval to attend a meeting of the Board or a committee of the Board by audio-visual link may participate in the meeting by audio-visual link until the Board or committee determines whether to approve their request and is to be taken as present at the meeting. The board member may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 5.24 A decision whether to approve a request by a board member to attend a meeting of the Board or a committee of the Board by audio-visual link must be made by a resolution of the Board or the committee concerned. The resolution must state the meetings the resolution

applies to.

- 5.25 If the Board or committee refuses a board member's request to attend a meeting by audio-visual link, their link to the meeting is terminated.
- 5.26 A decision whether to approve a board member's request to attend a meeting by audio-visual link is at the Board's or the relevant committee's discretion. The Board and committees of the Board must act reasonably when considering requests by board members to attend meetings by audio-visual link.
- 5.27 The Board and committees of the Board may refuse a member's request to attend a meeting by audio-visual link where the Board or committee is satisfied that the Board member has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this Code on one or more previous occasions they have attended a meeting of the Board or a committee of the Board by audio-visual link.
- 5.28 This Code applies to a board member attending a meeting by audio-visual link in the same way it would if the member was attending the meeting in person. Where a Board member is permitted to attend a meeting by audio-visual link under this Code, they are to be taken as attending the meeting in person for the purposes of this Code and will have the same voting rights as if they were attending the meeting in person.
- 5.29 A board member must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The member's camera must be on at all times during the meeting except as may be otherwise provided for under this Code.
- 5.30 A board member must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting, or that are likely to bring the Board or the committee into disrepute.

Entitlement of the public to attend board meetings

- 5.31 Everyone is entitled to attend a meeting of the Board and committees of the Board. Riverina Water must ensure that all meetings of the Board and committees of the Board are open to the public.

Note: Clause 5.31 reflects section 10(1) of the Act.

- 5.32 Clause 5.31 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.
- 5.33 A person (whether a board member or another person) is not entitled to be present at a meeting of the Board or a committee of the Board if expelled from the meeting:
 - (a) by a resolution of the meeting, or
 - (b) by the person presiding at the meeting if the Board has, by resolution, authorised the person presiding to exercise the power of expulsion.

Note: Clause 5.33 reflects section 10(2) of the Act.

Note: Clauses 14.13 and 14.14 confer a standing authorisation on all chairpersons of meetings of the Board and committees of the Board to expel persons from meetings.

Livestreaming of meetings

- 5.34 Each meeting of the Board or a committee of the Board is to be recorded by means of an audio-visual device.
- 5.35 At the start of each meeting of the Board or a committee of the Board, the Chairperson must inform the persons attending the meeting that:
 - (a) the meeting is being recorded and will be made publicly available on Riverina Water's website, and
 - (b) persons attending the meeting should refrain from making any defamatory comments
- 5.36 The recording of a meeting is to be made publicly available on Riverina Water's website at the same time the meeting is taking place
- 5.37 The recording of a meeting is to be made publicly available on Riverina Water's website for at least 12 months after the meeting or for the balance of the Board's term, whichever is the longer period.
- 5.38 Clauses 5.34– 5.37 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

Note: Clause 5.34 – 5.38 reflect section 236 of the Regulation

- 5.39 Recording of meetings may be disposed of in accordance with the State Records Act 1998

Attendance CEO and other staff at meetings

- 5.40 The CEO is entitled to attend, but not to vote at, a meeting of the Board or a meeting of a committee of the Board of which all of the members are board members.

Note: Clause 5.40 reflects section 376(1) of the Act.

- 5.41 The CEO is entitled to attend a meeting of any other committee of the Board and may, if a member of the committee, exercise a vote.

Note: Clause 5.41reflects section 376(2) of the Act.

- 5.42 The CEO may be excluded from a meeting of the Board or a committee while the Board or committee deals with a matter relating to the standard of performance of the CEO or the terms of employment of the CEO.

Note: Clause 5.42 reflects section 376(3) of the Act.

- 5.43 The attendance of other Riverina Water staff at a meeting, (other than as members of the public) shall be determined by the the CEO in consultation with the Chairperson.

6. The Chairperson

The Chairperson at meetings

- 6.1 The Chairperson, or at the request of or in the absence of the Chairperson, the Deputy Chairperson (if any) presides at meetings of the Board.

Note: Clause 6.1 reflects section 369(1) of the Act.

- 6.2 If the Chairperson and the Deputy Chairperson (if any) are absent, a member elected to chair the meeting by the members present presides at a meeting of the Board.

Note: Clause 6.2 reflects section 369(2) of the Act.

Election of the Chairperson in the absence of the Chairperson and Deputy Chairperson

- 6.3 If no chairperson is present at a meeting of the Board at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.

- 6.4 The election of a chairperson must be conducted:

- (a) by the CEO or, in their absence, an employee of Riverina Water designated by the CEO to conduct the election, or
- (b) by the person who called the meeting or a person acting on their behalf if neither the CEO nor a designated employee is present at the meeting, or if there is no CEO or designated employee.

- 6.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the Chairperson is to be the candidate whose name is chosen by lot.

- 6.6 For the purposes of clause 6.5, the person conducting the election must:

- (a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
- (b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.

- 6.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.

- 6.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

Chairperson to have precedence

- 6.9 When the Chairperson rises or speaks during a meeting of the Board:

- (a) any board member then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and

- (b) every member present must be silent to enable the Chairperson to be heard without interruption.

7. Modes of Address

- 7.1 Where physically able to, board members and staff should stand when the Chairperson enters the chamber and when addressing the meeting.
- 7.2 The Chairperson is to be addressed as either 'Mr Chairperson' or 'Madam Chairperson' or 'Chair'.
- 7.3 A board member is to be addressed as 'Councillor [surname]'
- 7.4 A Riverina Water officer is to be addressed by their official designation or as Mr/Ms/Mx [surname].

8. Order of business for ordinary board meetings

- 8.1 At a meeting of the Board, the general order of business is as fixed by resolution of the Board.
- 8.2 The order of business as fixed under clause 8.1 may be altered for a particular meeting of the Board if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.

Note: Part 13 allows the Board to deal with items of business by exception.

- 8.3 Despite any other provision of this Code, only the mover of a motion referred to in clause 8.2 and the Chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

9. Consideration of business at board meetings

Business that can be dealt with at a board meeting

- 9.1 The Board must not consider business at a meeting of the Board:
 - (a) unless a board member has given notice of the business, as required by clause 3.11, and
 - (b) unless notice of the business has been sent to the board members in accordance with clause 3.8 in the case of an ordinary meeting or clause 3.10 in the case of an extraordinary meeting called in an emergency.
- 9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:
 - (a) is already before, or directly relates to, a matter that is already before the Board, or
 - (b) is the election of a chairperson to preside at the meeting, or
 - (c) is a matter or topic put to the meeting by way of a chairperson minute, or
 - (d) is a motion for the adoption of recommendations of a committee of the Board.

- 9.3 Despite clause 9.1, business may be considered at a meeting of the Board at which all board members are present even though due notice of the business has not been given to the members if the Board resolves to deal with the business on the grounds that is urgent and requires a decision by the Board before the next scheduled ordinary meeting. A resolution adopted under this clause must state the reasons for the urgency.
- 9.4 A motion moved under clause 9.3 can be moved without notice. Despite any other provision of this Code, only the mover of a motion referred to in clause 9.3 and the Chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 9.5 If all Board members are not present at a meeting, the Board may only deal with business at the meeting that board members have not been given due notice of, where a resolution is adopted in accordance with clause 9.3, and the Chairperson also rules that the business is urgent and requires a decision by the Board before the next scheduled ordinary meeting.
- 9.6 A motion of dissent cannot be moved against a ruling by the Chairperson under clause 9.5.

Chairperson minutes

- 9.7 The Chairperson may, by minute signed by the Chairperson, put to the meeting without notice any matter or topic that the Chairperson determines should be considered at the meeting.
- 9.8 A Chairperson minute, when put to a meeting, takes precedence over all business on the Board's agenda for the meeting. The Chairperson may move the adoption of a Chairperson minute without the motion being seconded.
- 9.9 A recommendation made in a Chairperson Minute put by the Chairperson is, so far as it is adopted by the Board, a resolution of the Board.

Staff reports

- 9.10 A recommendation made in a staff report is, so far as it is adopted by the Board, a resolution of the Board.

Reports of committees of the Board

- 9.11 The recommendations of a committee of the Board are, so far as they are adopted by the Board, resolutions of the Board.
- 9.12 If in a report of a committee of the Board distinct recommendations are made, the Board may make separate decisions on each recommendation.

Questions

- 9.13 A question must not be asked at a meeting of the Board unless it concerns a matter on the agenda of the meeting or notice has been given of the question in

accordance with clauses 3.11 and 3.13 unless the Board determines otherwise in accordance with this Code..

- 9.14 A board member may, through the Chairperson, ask another member about a matter on the agenda.
- 9.15 A board member may, through the Chairperson, ask the CEO about a matter on the agenda. The CEO may request another Riverina Water staff member to answer the question.
- 9.16 A board member or Riverina Water staff member to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to documents. Where a board member or Riverina Water staff member to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the Board.
- 9.17 Board members must ask questions directly, succinctly and without argument.
- 9.18 The Chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a board member or Riverina Water staff member.

10. Rules of debate

Motions to be seconded

- 10.1 Unless otherwise specified in this Code, a motion or an amendment cannot be debated unless or until it has been seconded.

Notices of motion

- 10.2 A board member who has submitted a notice of motion under clause 3.11 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.
- 10.3 If a board member who has submitted a notice of motion under clause 3.11 wishes to withdraw it, they may request its withdrawal at any time. If the notice of motion is withdrawn after the agenda and business paper for the meeting at which it is to be considered have been sent to members, the Chairperson is to note the withdrawal of the notice of motion at the meeting, unless the Board determines to consider the notice of motion at the meeting.
- 10.4 In the absence of a board member who has placed a notice of motion on the agenda for a meeting of the Board:
 - (a) any other board member may, with the leave of the Chairperson, move the motion at the meeting, or
 - (b) the Chairperson may defer consideration of the motion until the next meeting of the Board.

Chairperson's duties with respect to motions

- 10.5 It is the duty of the Chairperson at a meeting of the Board to receive and put to the meeting any lawful motion that is brought before the meeting.
- 10.6 The Chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.
- 10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the Chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

Amendments to motions

- 10.8 An amendment to a motion must be moved and seconded before it can be debated.
- 10.9 An amendment to a motion must relate to the matter being dealt with in the original motion before the Board and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the Chairperson.
- 10.10 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.
- 10.11 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before the Board at any one time.
- 10.12 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.
- 10.13 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.
- 10.14 An amendment may become the motion without debate or a vote where it is accepted by the member who moved the original motion.

Limitations on the number and duration of speeches

- 10.15 A board member who, during a debate at a meeting of the Board, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.
- 10.16 A board member, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.

- 10.17 A board member must not, without the consent of the Board, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.
- 10.18 Despite clause 10.17, the Chairperson may permit a board member who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the member to make a statement limited to explaining the misrepresentation or misunderstanding.
- 10.19 Despite clauses 10.15 and 10.16, a board member may move that a motion or an amendment be now put:
 - (a) if the mover of the motion or amendment has spoken in favour of it and no member expresses an intention to speak against it, or
 - (b) if at least two (2) board members have spoken in favour of the motion or amendment and at least two (2) members have spoken against it.
- 10.20 The Chairperson must immediately put to the vote, without debate, a motion moved under clause 10.19. A seconder is not required for such a motion.
- 10.21 If a motion that the original motion or an amendment be now put is passed, the Chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.15.
- 10.22 If a motion that the original motion or an amendment be now put is lost, the Chairperson must allow the debate on the original motion or the amendment to be resumed.
- 10.23 All board members must be heard without interruption and all other members must, unless otherwise permitted under this Code, remain silent while another member is speaking.
- 10.24 Once the debate on a matter has concluded and a matter has been dealt with, the Chairperson must not allow further debate on the matter.

11. Voting

Voting entitlements of board members

- 11.1 Each board member is entitled to one (1) vote.

Note: Clause 11.1 reflects section 370(1) of the Act.

- 11.2 The person presiding at a meeting of the Board has, in the event of an equality of votes, a second or casting vote.

Note: Clause 11.2 reflects section 370(2) of the Act.

- 11.3 Where the Chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

Voting at board meetings

- 11.4 A board member who is present at a meeting of the Board but who fails to vote on a motion put to the meeting is taken to have voted against the motion.
- 11.5 If a board member who has voted against a motion put at a board meeting so requests, the CEO must ensure that the member's dissenting vote is recorded in the minutes.
- 11.6 All voting at board meetings, (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of members who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

12. Committee of the whole

- 12.1 The Board may resolve itself into a committee to consider any matter before the Board.

Note: Clause 12.1 reflects section 373 of the Act.

- 12.2 All the provisions of this Code relating to meetings of the Board, so far as they are applicable, extend to and govern the proceedings of the Board when in committee of the whole, except the provisions limiting the number and duration of speeches and encouraging board members and staff to stand when addressing the meeting.

Note: Clauses 10.15 – 10.24 limit the number and duration of speeches.

Note: Clause 7.1 encourages board members and staff to stand when addressing the meeting where they can

- 12.3 The CEO or, in the absence of the CEO, a staff member of Riverina Water designated by the CEO, is responsible for reporting to the Board the proceedings of the committee of the whole. It is not necessary to report the proceedings in full but any recommendations of the committee must be reported.
- 12.4 The Board must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the Board's minutes. However, the Board is not taken to have adopted the report until a motion for adoption has been made and passed.

13. Dealing with items by exception (en globo)

- 13.1 The Board or a committee of the Board may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution where it considers it necessary to expedite the consideration of business at a meeting.
- 13.2 Before the Board or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the Chairperson must list the items of business to be adopted and ask board members to identify any individual items of business listed by the Chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on, or ask questions of management.

- 13.3 The Board or committee must not resolve to adopt any item of business under clause 13.1 that a board member has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.
- 13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the Board or committee must resolve to alter the order of business in accordance with clause 8.2.
- 13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.
- 13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.
- 13.7 Board members must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1 in accordance with the requirements of Riverina Water's Code of Conduct.

14. Closure of board meetings to the public

Grounds on which meetings can be closed to the public

- 14.1 The Board or a committee of the Board may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:
 - (a) personnel matters concerning particular individuals (other than board members),
 - (b) the personal hardship of any resident or ratepayer,
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom Riverina Water is conducting (or proposes to conduct) business,
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of Riverina Water, or
 - (iii) reveal a trade secret,
 - (e) information that would, if disclosed, prejudice the maintenance of law,
 - (f) matters affecting the security of Riverina Water, board members, Riverina Water staff or property,
 - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,

- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
- (i) alleged contraventions of Riverina Water's Code of Conduct.

Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.

- 14.2 The Board or a committee of the Board may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Note: Clause 14.2 reflects section 10A(3) of the Act.

Matters to be considered when closing meetings to the public

- 14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:
- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
 - (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Board or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

Note: Clause 14.3 reflects section 10B(1) of the Act.

- 14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:
- (a) are substantial issues relating to a matter in which the Board or committee is involved, and
 - (b) are clearly identified in the advice, and
 - (c) are fully discussed in that advice, and
 - (d) are subject to legal professional privilege.

Note: Clause 14.4 reflects section 10B(2) of the Act.

- 14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

Note: Clause 14.5 reflects section 10B(3) of the Act.

- 14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:
- (a) a person may misinterpret or misunderstand the discussion, or
 - (b) the discussion of the matter may:

- (i) cause embarrassment to the Board or committee concerned, or to board members or to staff members of Riverina Water, or
- (ii) cause a loss of confidence in the Board or committee.

Note: Clause 14.6 reflects section 10B(4) of the Act.

- 14.7 In deciding whether part of a meeting is to be closed to the public, the Board or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

Note: Clause 14.7 reflects section 10B(5) of the Act.

Notice of likelihood of closure not required in urgent cases

- 14.8 Part of a meeting of the Board, or of a committee of the Board, may be closed to the public while the Board or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed, but only if:
- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
 - (b) the Board or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
 - (i) should not be deferred (because of the urgency of the matter), and
 - (ii) should take place in a part of the meeting that is closed to the public.

Note: Clause 14.8 reflects section 10C of the Act.

Representations by members of the public

- 14.9 The Board, or a committee of the Board, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Note: Clause 14.9 reflects section 10A(4) of the Act.

- 14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.
- 14.11 Despite clauses 14.9 and 14.10, the Board may resolve to close the meeting to the public in accordance with this Part to hear a representation from a member of the public as to whether the meeting should be closed to consider an item of business where the representation involves the disclosure of information relating to a matter referred to in clause 14.1.
- 14.12 Where the matter has been identified in the agenda of the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to Riverina Water in the approved form. Applications

must be received by midday of the Monday preceding the Board meeting before the meeting at which the matter is to be considered.

Expulsion of non-members from meetings closed to the public

- 14.13 If a meeting or part of a meeting of the Board or a committee of the Board is closed to the public in accordance with section 10A of the Act and this Code, any person who is not a board member and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.
- 14.14 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by Riverina Water or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

Obligation of board members attending meetings by audio-visual links

- 14.15 Board members attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

Information to be disclosed in resolutions closing meetings to the public

- 14.16 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:
 - (a) the relevant provision of section 10A(2) of the Act,
 - (b) the matter that is to be discussed during the closed part of the meeting,
 - (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Note: Clause 14.16 reflects section 10D of the Act.

Resolutions passed at closed meetings to be made public

- 14.17 If the Board passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the Chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.
- 14.18 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the Chairperson under clause 14.17 during a part of the meeting that is livestreamed where practicable.
- 14.19 The CEO must cause business papers for items of business considered during a meeting, or

part of a meeting, that is closed to public, to be published on Riverina Water's website as soon as practicable after the information contained in the business papers ceases to be confidential.

- 14.20 The CEO must consult with the Board and any other affected persons before publishing information on Riverina Water's website under clause 14.19 and provide reasons for why the information has ceased to be confidential.

15. Keeping order at meetings

Points of order

- 15.1 A board member may draw the attention of the Chairperson to an alleged breach of this Code by raising a point of order. A point of order does not require a seconder.
- 15.2 A point of order must be taken immediately it is raised. The Chairperson must suspend the business before the meeting and permit the board member raising the point of order to state the provision of this Code they believe has been breached. The Chairperson must then rule on the point of order – either by upholding it or by overruling it.

Questions of order

- 15.3 The Chairperson, without the intervention of any other board member, may call any member to order whenever, in the opinion of the chairperson, it is necessary to do so.
- 15.4 A board member who claims that another member has committed an act of disorder, or is out of order, may call the attention of the Chairperson to the matter.
- 15.5 The Chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the Board.
- 15.6 The Chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

Motions of dissent

- 15.7 A board member can, without notice, move to dissent from a ruling of the Chairperson on a point of order or a question of order. If that happens, the Chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.
- 15.8 If a motion of dissent is passed, the Chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the Chairperson must restore the motion or business to the agenda and proceed with it in due course.
- 15.9 Despite any other provision of this Code, only the mover of a motion of dissent and the Chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

Acts of disorder

- 15.10 A board member commits an act of disorder if the member, at a meeting of the Board or a committee of the Board:
- (a) contravenes the Act or any regulation in force under the Act, the Regulation or this Code, or
 - (b) assaults or threatens to assault another board member or person present at the meeting, or
 - (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the Board or the committee, or addresses or attempts to address the Board or the committee on such a motion, amendment or matter, or
 - (d) uses offensive or disorderly words, or
 - (e) make gestures or otherwise behaves in a way that is sexist, racist, homophobic or otherwise discriminatory, or, if the behaviour occurred in the Legislative Assembly would be considered disorderly, or
 - (f) imputes improper motives to or unfavourable personally reflects upon any other Riverina Water official, or a person present at the meeting, except by a motion, or
 - (g) says or does anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting.

Note: Clause 15.10 reflects section 182 of the Regulation

Note: The Legislative Assembly's Speaker's Guidelines state that "Members are not to use language, make gestures, or behave in any way in the Chamber that is sexist, racist, homophobic or otherwise exclusionary or discriminatory. Such conduct may be considered offensive and disorderly, in accordance with Standing Order 74".

- 15.11 The Chairperson may require a board member:
- (a) to apologise without reservation for an act of disorder referred to in clauses 15.10(a) , (b), (d) (e) or (g), or
 - (b) to withdraw a motion or an amendment referred to in clause 15.10(c) and, where appropriate, to apologise without reservation, or
 - (c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.10(d) (e) (f) or (g).

Note: Clause 15.11 reflects section 233 of the Regulation

- 15.12 A failure to comply with a requirement under clause 15.11 constitutes a fresh act of disorder for the purposes of clause 15.10.
- 15.13 Where a Board member fails to take action in response to a requirement by the Chairperson to remedy an act of disorder under clause 15.11 at the meeting at which the act of disorder occurred, the Chairperson may require the Board member to take

that action at each subsequent meeting until such time as the member complies with the requirement. If the Board member fails to remedy the act of disorder at a subsequent meeting, they may be expelled from the meeting under clause 15.17.

How disorder at a meeting may be dealt with

15.14 If disorder occurs at a meeting of the Board, the Chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the Chair. The Board, on reassembling, must, on a question put from the Chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of board members.

Expulsion from meetings

15.15 All chairpersons of meetings of the Board and committees of the Board are authorised under this Code to expel any person including any board member, from a board or committee meeting, for the purposes of section 10(2)(b) of the Act.

15.16 Clause 15.15, does not limit the ability of the Board or a committee of the Board to resolve to expel a person, including a board member, from a board or committee meeting, under section 10(2)(a) of the Act.

15.17 A board member may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the Board for having failed to comply with a requirement under clause 15.11 or clause 15.13. The expulsion of a board member from the meeting for that reason does not prevent any other action from being taken against the Board member for the act of disorder concerned.

Note: Clause 15.17 reflects section 233(2) of the Regulation

15.18 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the Board for engaging in or having engaged in disorderly conduct at the meeting.

15.19 Members of the public attending a meeting of the Board:

- must remain silent during the meeting unless invited by the Chairperson to speak
- must not bring flags, signs or protest symbols to the meeting, and
- must not disrupt the meeting

15.20 Without limiting clause 15.18, a contravention of clause 15.19 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.18. Members of the public may, as provided by section 10(2) of the Act, be expelled from a meeting for a breach of clause 15.19

15.21 Where a board member or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.

- 15.22 If a board member or a member of the public fails to leave the place where a meeting of the Board is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by Riverina Water or person presiding, may, by using only such force as is necessary, remove the Board member or member of the public from that place and, if necessary, restrain the Board member or member of the public from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

How disorder by board members attending meetings by audio-visual link may be dealt with

- 15.23 Where a board member is attending a meeting by audio-visual link, the Chairperson or a person authorised by the Chairperson may mute the Board member's audio-link to the meeting for the purposes of enforcing compliance with this Code.
- 15.24 If a board member attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the Chairperson of the meeting or a person authorised by the Chairperson, may terminate the Board member's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

- 15.25 Board members, Riverina Water staff and members of the public must ensure that mobile phones are turned to silent during meetings of the Board and committees of the Board.
- 15.26 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the Board or a committee of the Board without the prior authorisation of the Board or the committee.
- 15.27 Without limiting clause 15.18, a contravention of clause 15.26 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.18. Any person who contravenes or attempts to contravene clause 15.26, may be expelled from the meeting as provided for under section 10(2) of the Act.
- 15.28 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by Riverina Water or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

16. Conflicts of interest

- 16.1 All board members and, where applicable, all other persons, must declare and manage any conflicts of interest they may have in matters being considered at meetings of the Board and committees of the Board in accordance with the Code of Conduct. All declarations of conflicts of interest and how the conflict of interest was managed by the person who made the declaration must be recorded in the minutes of the meeting at which the declaration was made.
- 16.2 Board members attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the Riverina Water Code of Conduct. Where a board member has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the board member's audio-visual link to the meeting must be suspended or terminated and the board member must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the Board or committee, or at any time during which the Board or committee is voting on the matter.

17. Decisions of the Board

Board decisions

- 17.1 A decision supported by a majority of the votes at a meeting of the Board at which a quorum is present is a decision of the Board.

Note: Clause 17.1 reflects section 371 of the Act.

- 17.2 Decisions made by the Board must be accurately recorded in the minutes of the meeting at which the decision is made.

Rescinding or altering board decisions

- 17.3 A resolution passed by the Board may not be altered or rescinded except by a motion to that effect of which notice has been given in accordance with this Code.

Note: Clause 17.3 reflects section 372(1) of the Act.

- 17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

Note: Clause 17.4 reflects section 372(2) of the Act.

- 17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with this Code.

Note: Clause 17.5 reflects section 372(3) of the Act.

- 17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) board

members if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

Note: Clause 17.6 reflects section 372(4) of the Act.

- 17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

Note: Clause 17.7 reflects section 372(5) of the Act.

- 17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

Note: Clause 17.8 reflects section 372(7) of the Act.

- 17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.12 with the consent of all signatories to the notice of motion.
- 17.10 A motion to alter or rescind a resolution of the Board may be moved on the report of a committee of the Board and any such report must be recorded in the minutes of the meeting of the Board.

Note: Clause 17.10 reflects section 372(6) of the Act.

- 17.11 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the Board may be moved at the same meeting at which the resolution was adopted, where:
- (a) a notice of motion signed by three (3) board members is submitted to the Chairperson, and
 - (b) a motion to have the motion considered at the meeting is passed, and
 - (c) the Chairperson rules the business that is the subject of the motion is of great urgency on the grounds that it requires a decision by the Board before the next scheduled ordinary meeting of the Board.
- 17.12 A motion moved under clause 17.11(b) can be moved without notice. Despite any other provision of this Code, only the mover of a motion referred to in clause 17.11 (b) can speak to the motion before it is put.
- 17.13 A resolution adopted under clause 17.11(b) must state the reasons for the urgency.

Recommending resolutions to correct an error

- 17.14 Despite the provisions of this Part, a board member may, with the leave of the Chairperson, move to recommit a resolution adopted at the same meeting:
- (a) to correct any error, ambiguity or imprecision in the Board's resolution, or
 - (b) to confirm the voting on the resolution.

- 17.15 In seeking the leave of the Chairperson to move to recommit a resolution for the purposes of clause 17.14(a), the Board member is to propose alternative wording for the resolution.
- 17.16 The Chairperson must not grant leave to recommit a resolution for the purposes of clause 17.14(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.
- 17.17 A motion moved under clause 17.14 can be moved without notice. Despite any other provision of this Code, only the mover of a motion referred to in clause 17.14 can speak to the motion before it is put.
- 17.18 A motion of dissent cannot be moved against a ruling by the Chairperson under clause 17.14.
- 17.19 A motion moved under clause 17.14 with the leave of the Chairperson cannot be voted on unless or until it has been seconded.

18. After the meeting

Minutes of meetings

- 18.1 Riverina Water is to keep full and accurate minutes of the proceedings of meetings of the Board.

Note: Clause 18.1 reflects section 375(1) of the Act.

- 18.2 At a minimum, the CEO must ensure that the following matters are recorded in the Board's minutes:
 - (a) the names of board members attending a board meeting, and whether they attended the meeting in person or by audio-visual link
 - (b) details of each motion moved at a board meeting and of any amendments moved to it,
 - (c) the names of the mover and seconder of the motion or amendment,
 - (d) whether the motion or amendment was passed or lost, and
 - (e) such other matters specifically required under this Code.

- 18.3 The minutes of a board meeting must be confirmed at a subsequent meeting of the Board.

Note: Clause 18.3 reflects section 375(2) of the Act.

- 18.4 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.
- 18.5 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

Note: Clause 18.5 reflects section 375(2) of the Act.

- 18.6 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.
- 18.7 The confirmed minutes of a board meeting must be published on Riverina Water's website. This clause does not prevent Riverina Water from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

Access to correspondence and reports laid on the table at, or submitted to, a meeting

- 18.8 The Board and committees of the Board must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

Note: Clause 18.8 reflects section 11(1) of the Act.

- 18.9 Clause 18.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

Note: Clause 18.9 reflects section 11(2) of the Act.

- 18.10 Clause 18.8 does not apply if the Board or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

Note: Clause 18.10 reflects section 11(3) of the Act.

- 18.11 Correspondence or reports to which clauses 18.9 and 18.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

Implementation of decisions of the council

- 18.12 The CEO is to implement, without undue delay, lawful decisions of the Board.

Note: Clause 18.12 reflects section 335(b) of the Act.

19. Council committees

Application of this Part

- 19.1 This Part only applies to committees of Riverina Water whose members are all board members.

Riverina Water committees whose members are all board members

- 19.2 The Board may, by resolution, establish such committees as it considers necessary.
- 19.3 A committee of the Board is to consist of the Chairperson and such other board members as are elected by the members or appointed by the Board
- 19.4 The quorum for a meeting of a committee of the Board is to be:

- (a) such number of board members as the Board decides, or
- (b) if the Board has not decided a number – a majority of the Board members of the committee.

Functions of committees

- 19.5 The Board must specify the functions of each of its committees when the committee is established, but may from time to time amend those functions.

Notice of committee meetings

- 19.6 The CEO must send to each board member, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:
 - (a) the time, date and place of the meeting, and
 - (b) the business proposed to be considered at the meeting.
- 19.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

Attendance at committee meetings

- 19.8 A committee member (other than the Chairperson) ceases to be a member of a committee if the committee member:
 - (a) has been absent from three (3) consecutive meetings of the committee without having given reasons acceptable to the committee for the member's absences, or
 - (b) has been absent from at least half of the meetings of the committee held during the immediately preceding year without having given to the committee acceptable reasons for the member's absences.
- 19.9 Clause 19.8 does not apply if all of the members of the Board are members of the committee.

Non-members entitled to attend committee meetings

- 19.10 A board member who is not a member of a committee of the Board is entitled to attend, and to speak at a meeting of the committee. However, the Board member is not entitled:
 - (a) to give notice of business for inclusion in the agenda for the meeting, or
 - (b) to move or second a motion at the meeting, or
 - (c) to vote at the meeting.

Chairperson and deputy chairperson of board committees

- 19.11 The chairperson of each committee of the Board must be:
 - (a) the Chairperson, or

- (b) if the Chairperson does not wish to be the chairperson of a committee, a member of the committee elected by the Board, or
 - (c) if the Board does not elect such a member, a member of the committee elected by the committee.
- 19.12 The Board may elect a member of a committee of the Board as deputy chairperson of the committee. If the Board does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.
- 19.13 If neither the Chairperson nor the Deputy Chairperson of a committee of Riverina Water is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.
- 19.14 The Chairperson is to preside at a meeting of a committee of the Board. If the Chairperson is unable or unwilling to preside, the Deputy Chairperson (if any) is to preside at the meeting, but if neither the Chairperson nor the Deputy Chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

Procedure in committee meetings

- 19.15 Subject to any specific requirements of this Code, each committee of the Board may regulate its own procedure. The provisions of this Code are to be taken to apply to all committees of the Board.
- 19.16 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the Board or the committee determines otherwise in accordance with clause 19.15.
- 19.17 Voting at a board committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

Chairperson minutes

- 19.18 The provisions of this Code relating to Chairperson minutes also apply to meetings of committees of the Board in the same way they apply to meetings of the Board.

Closure of committee meetings to the public

- 19.19 The provisions of the Act and Part 14 of this Code apply to the closure of meetings of committees of the Board to the public in the same way they apply to the closure of meetings of the Board to the public.
- 19.20 If a committee of the Board passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the Board. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.

- 19.21 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 19.20 during a part of the meeting that is livestreamed where practicable.
- 19.22 The CEO must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to public, to be published on Riverina Water's website as soon as practicable after the information contained in the business papers ceases to be confidential.
- 19.23 The CEO must consult with the committee and any other affected persons before publishing information on Riverina Water's website under clause 19.22 and provide reasons for why the information has ceased to be confidential.

Disorder in committee meetings

- 19.24 The provisions of the Act, the Regulation and this Code relating to the maintenance of order in board meetings apply to meetings of committees of the Board in the same way as they apply to meetings of the Board.

Minutes of Board committee meetings

- 19.25 Each committee of the Board is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:
 - (a) the names of board members attending a meeting and whether they attended the meeting in person or by audio-visual link
 - (b) details of each motion moved at a meeting and of any amendments moved to it,
 - (c) the names of the mover and seconder of the motion or amendment,
 - (d) whether the motion or amendment was passed or lost, and
 - (e) such other matters specifically required under this Code.
- 19.26 All voting at meetings of committees of the Board (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of board members who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.
- 19.27 The minutes of meetings of each committee of the Board must be confirmed at a subsequent meeting of the committee.
- 19.28 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.
- 19.29 When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.
- 19.30 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

- 19.31 The confirmed minutes of a meeting of a committee of the Board must be published on Riverina Water's website. This clause does not prevent Riverina Water from also publishing unconfirmed minutes of meetings of committees of the Board on its website prior to their confirmation.

20. Irregularities

- 20.1 Proceedings at a meeting of the Board or a board committee are not invalidated because of:
- (a) a vacancy in a civic office, or
 - (b) a failure to give notice of the meeting to any board member or committee member, or
 - (c) any defect in the election or appointment of a board member or committee member, or
 - (d) a failure of a board member or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a board or committee meeting in accordance with Riverina Water's Code of Conduct, or
 - (e) a failure to comply with this Code.

Note: Clause 20.1 reflects section 374 of the Act

21. Definitions

the Act	the <i>Local Government Act 1993</i>
act of disorder	an act of disorder as defined in clause 15.10 of this Code
amendment	In relation to an original motion, means a motion moving an amendment to that motion
audio recorder	Any device capable of recording speech
audio-visual link	Means a facility that enables audio and visual communication between persons at different places
business day	any day except Saturday or Sunday or any other day the whole of part of which is observed as a public holiday throughout New South Wales
chairperson	In relation to a meeting of the Board – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this Code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.09 of this Code
this code	Riverina Water's adopted <i>Code of Meeting Practice</i>
committee of the Board	a committee established by the Board in accordance with clause 20.2 of this Code (being a committee consisting only of board members) or the Board when it has resolved itself into committee-of-the-whole under clause 12.1
council official	includes board members, members of staff of Riverina Water, administrators, board committee members, delegates of Riverina Water and any other person exercising functions on behalf of Riverina Water and the Board
day	calendar day
division	a request by two members under clause 11.7 of this Code requiring the recording of the names of the members who voted both for and against a motion
Livestream	A video broadcast of a meeting transmitted across the internet concurrently with the meeting
open voting	voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	a decision made in the exercise of a function of a council under the <i>Environmental Planning and Assessment Act 1979</i>

	including any decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	an order issued under section 438A of the Act
quorum	the minimum number of board members or committee members necessary to conduct a meeting
the Regulation	<i>the Local Government (General) Regulation 2021</i>
year	the period beginning 1 July and ending the following 30 June

22. Policy details

Policy number	Policy 1.02
Responsible area	Chief Executive Office
Approved by	Riverina Water Board – Res
Approval date	
Legislation or related strategy	Local Government Act 1993 Model Code of Meeting Practice Best practice guidelines on public forums Closure of council meetings to the public guidelines Livestreaming guidelines Model Code of Conduct 2018 Procedures for the Administration of the Code of Conduct 2018
Documents associated with this policy	Policy 1.01 Code of Conduct Policy 1.6 Conflict of Interest Policy 1.3 Good Governance Policy 1.14 Fraud & Corruption Prevention Policy 1.28 Related Parties Disclosure
Policy history	22 June 2022 (Res 22/087) Amended 26 Aug 2020 (Res 20/081) 26 June 2019 (Res 19/86) Replaces Code of Meeting Practice 2017 (Res 17/136)

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

R12 Resignation of Chairperson

Organisational Area Chief Executive Officer

Author Andrew Crakanthorp, Chief Executive Officer

Summary This report formally notes the resignation of Councillor Tim Koschel as a Councillor with Wagga Wagga City Council (WWCC) and by association, his subsequent resignation as Chairperson and Board Member of Riverina Water County Council

RECOMMENDATION that Council:

- a) note the resignation of Councillor Tim Koschel, effective from 31 January 2026
- b) acknowledge the significant contribution made and express appreciation for Councillor Koschel's dedicated service to Riverina Water across three terms, including his role as Chairperson of Riverina Water since February 2022.

Report

Councillor Tim Koschel has advised in writing that he will resign from WWCC, effective 31 January 2026, creating a casual vacancy for WWCC. Councillor Koschel's resignation also triggers his resignation from Riverina Water County Council (Riverina Water) as a Board Member and Chairperson also with effect from 31 January 2026.

Councillor Koschel was first elected to WWCC in 2016 and has served both the City of Wagga Wagga and Riverina Water continuously across the 2016–2020, 2021–2024 and 2024–2028 terms. During this period, he has made a significant contribution to both Council's and the community.

It is appropriate that Riverina Water formally acknowledges his service prior to the vacancy taking effect. In addition to his duties as a Board Member, Councillor Koschel served as Council's representative on REROC and Riverina Joint Organisation.

At its meeting of 14 October 2024, WWCC resolved that any casual vacancy occurring within the first 18 months of the term be filled using the countback method. As the 2024 Local Government election was administered by the NSW Electoral Commission (NSWEC), the vacancy must be filled in accordance with the Local Government Act 1993 and Schedule 9A of the Local Government (General) Regulation 2021.

The Regulation sets out how candidates become eligible to participate in a countback. The returning officer must notify all persons who were candidates at the original 2024 ordinary election, who were not elected and did not withdraw, and who may therefore be entitled to apply.

Eligible applicants must:

- lodge a formal application with the returning officer before 12 noon on the 10th day after the public notice is issued, and
- confirm they consent to be elected and continue to meet eligibility requirements.

Applicants who lodge a valid application and do not withdraw before the close of applications become "eligible candidates". Previously elected councillors and the vacating councillor cannot apply or participate.

There is considerably more detail regarding the count back process and interested Board Members are directed to the Business Paper for the WWCC Council meeting dated 1 December 2025.

In line with past usual practice WWCC will conduct an election for the vacant position on the Board of Riverina Water. This will take place following the election of a new Councillor to WWCC (at a date to be determined by the NSW Electoral Commission)

The CEO has written to the NSW Office of Local Government advising of the resignation of Chairperson Koschel and stating that further correspondence will follow advising of the new Board Member and new Chairperson following the meeting of the Board on 26 February 2026

› **R12.1 Notice of Resignation - Tim Koschel**  

Strategic Alignment

Our Community

Build stronger relationships with our diverse communities

Financial Implications

There are no financial implications associated with the resignation of Councillor Koschel.

Workforce Implications

Not applicable

Risk Considerations

Corporate Governance and Compliance	
Low	Riverina Water has low appetite for risk of failure to comply with legislation, regulations, policy/procedures and transparent, ethical decision making. Minor breaches are expected from time to time but it will be reported and responded to.

Risk Alignment

This report commences a process for the replacement of a Board Member and Chairperson to ensure compliance with the Local Government Act 1993.

Melissa Vincent

Subject: FW: Notice of Resignation – Effective 31 January 2026

From: Tim Koschel <tkoschel@rwcc.nsw.gov.au>

Sent: Monday, 17 November 2025 5:57 PM

To: Brian Liston <bliston@rwcc.nsw.gov.au>; Lea Parker <lparker@rwcc.nsw.gov.au>; Gail Driscoll <gdriscoll@rwcc.nsw.gov.au>; Patrick Bourke <pbourke@rwcc.nsw.gov.au>; Andrew Crakanthorp <acrakanthorp@rwcc.nsw.gov.au>; Emily Tonacia <etonacia@rwcc.nsw.gov.au>; Troy van Berkel <tvanberkel@rwcc.nsw.gov.au>

Subject: Fwd: Notice of Resignation – Effective 31 January 2026

Dear Councillors,

I hope you are all well.

After more than nine years of service, I am writing to let you know that I have made the difficult decision to resign from my elected role on Wagga Wagga City Council, as well as my position with Riverina Water, effective 31st January 2026.

This has not been an easy decision. However, due to increasing commitments outside of Council associated with my new role in the workplace, I am no longer able to dedicate the time, focus and energy that these responsibilities deserve.

It has been an absolute privilege to serve alongside each of you. I want to sincerely thank you all for your support, collaboration, and friendship over the years. Together we have navigated many challenges and achieved outcomes that will continue to benefit our community for years to come. I am proud of what we have accomplished as a team.

While I step away from my formal duties, I remain committed to the success and wellbeing of our city and region. I look forward to staying connected and continuing to support the work you do in any way I can.

Thank you again for the opportunity to serve, and for the trust you have shown in me throughout my time on Council.

Tim Koschel

Councillor Tim Koschel

1300 292 442

m: 0437992109

e: Koschel.Tim@wagga.nsw.gov.au

Wagga Wagga City Council · 243 Baylis Street (PO Box 20) · Wagga Wagga NSW 2650

Wagga Wagga – a vibrant, growing and sustainable regional city

Wagga Wagga City Council acknowledges the traditional custodians of the land, the Wiradjuri people, and pays respect to Elders past, present and future and extends our respect to all First Nations Peoples in Wagga Wagga. We recognise and respect their cultural heritage, beliefs and continuing connection with the land and rivers. We also recognise the resilience, strength and pride of the Wiradjuri and First Nations communities.

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Tim Koschel

Board Member

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R13 Local Government (Elections) Regulation

Organisational Area Chief Executive Officer

Author Andrew Crakanthorp, Chief Executive Officer

Summary The NSW Office of Local Government (OLG) is undertaking a statutory review of the Local Government Regulation and seeking input from Council's and Joint Organisations as part of that review.

RECOMMENDATION that Council consider and endorse the attached draft submission to the statutory review of the Local Government Regulation being undertaken by the NSW Office of Local Government.

Report

The Office of Local Government (OLG) within the Department of Planning, Housing and Infrastructure (DPCI) is the primary regulator of the local government sector in NSW, and is responsible for strengthening its sustainability, performance, integrity, transparency and accountability.

OLG is undertaking a statutory review of the LG Regulation prior to new regulations being made. A Regulatory Impact Statement (RIS) has been prepared to satisfy the requirements of the *Subordinate Legislation Act (SL Act)* and the NSW Government Guide to Better Regulation 2019.

Following the consideration of five options outlined in the attached RIS, it is proposed that the LG Regulation be remade into three stand-alone instruments:

- a Local Government (Elections) Regulation
- a Local Government (Council Governance and Operations) Regulation, and
- a Local Government (Approvals) Regulation

The attached RIS provides considerably more detail on the proposed changes including exploring five options

This report recommends that Riverina Water engage with the Review and endorse the draft attached feedback form (informed by any feedback provided by Board Members prior to or during the December meeting of the Board (and noting submission will be received until 12 December 2025.)

- › **R13.1** [Local Government \(Elections\) Regulations - Regulatory Impact Statement](#) 
- › **R13.2** [OLG Regulation Review Feedback Form - Riverina Water submission](#) 

Strategic Alignment

Our Operations

Provide effective leadership and governance

Financial Implications

There are no financial implications associated with this report.

Workforce Implications

There are no workforce implications associated with this report.

Risk Considerations

Corporate Governance and Compliance	
Low	Riverina Water has low appetite for risk of failure to comply with legislation, regulations, policy/procedures and transparent, ethical decision making. Minor breaches are expected from time to time but it will be reported and responded to.

Risk Alignment

By engaging in the review process, Riverina Water is assisting the NSW Government improve overall governance practices for the local government sector.

Department of Planning, Housing and Infrastructure

dphi.nsw.gov.au



Local Government (Elections) Regulation

Regulatory Impact Statement (RIS)

November 2025





Acknowledgement of Country

The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land. We acknowledge the Traditional Custodians of the land, and we show our respect for Elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

Published by NSW Department of Planning, Housing and Infrastructure

dphi.nsw.gov.au

Local Government (Elections) Regulation

Department reference number: A967582

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Executive Summary

The Office of Local Government (OLG) within the Department of Planning, Housing and Infrastructure (DPCI) is the primary regulator of the local government sector in NSW, and is responsible for strengthening its sustainability, performance, integrity, transparency and accountability. OLG strives to work collaboratively with the sector and is the key advisor to the NSW Government on local government matters.

OLG administers the *Local Government Act 1993* (LG Act), the key legislation under which local government is constituted, governed and which enables it to carry out its functions. The Local Government (General) Regulation 2021 (LG Regulation) plays a crucial role in supporting the implementation of the LG Act which falls within the portfolio of responsibilities of the Minister for Local Government.

The LG Regulation is to be repealed on 1 September 2026. If the LG Regulation is not remade before then, it will be repealed on that date.

OLG is undertaking a statutory review of the LG Regulation prior to new regulations being made. A Regulatory Impact Statement (RIS) has been prepared to satisfy the requirements of the *Subordinate Legislation Act 1989* (SL Act) and the NSW Government Guide to Better Regulation 2019 (Better Regulation Guide).

Following the consideration of five options outlined in this RIS, it is proposed that the LG Regulation be remade into three stand-alone instruments:

- a Local Government (Elections) Regulation (LG Elections Regulation),
- a Local Government (Council Governance and Operations) Regulation (LG Council Governance and Operations Regulation), and
- a Local Government (Approvals) Regulation (LG Approvals Regulation).

This will be done in stages with a focus on the election provisions as the first step of the statutory review and the making of a new LG Elections Regulation.

The transfer of the election provisions of the existing LG Regulation to a stand-alone LG Elections Regulation is the first step in the statutory review and is the subject of this RIS.

Submissions are invited on any of the matters raised in the RIS and any other matter contained in the proposed LG Elections Regulation. All submissions will be carefully considered and may result in amendments to the proposed LG Elections Regulation.

The proposed LG Elections Regulation will be finalised and commence in early 2026 by publication on the NSW Legislation website.

Consultation and submissions on this RIS

This RIS, a consultation Feedback Form (Attachment 1) and supporting information is available for interested parties, including councils, other stakeholders and the wider community to provide submissions until the close of business on Friday, 12th December 2025.

Details are available on the NSW Government's 'Have Your Say' webpage at <https://www.nsw.gov.au/have-your-say> and linked from OLG's 'Local Government (General) Regulation Review' webpage at www.olg.nsw.gov.au.

Privacy notice

When you provide your submission, OLG will collect your personal information, including:

- name
- postal address
- telephone number
- email address
- role/position (if applicable)
- any other personal information you provide in your submission.

Providing a submission is entirely voluntary and you are under no obligation to provide OLG with any of your personal information, except as otherwise required by law.

OLG will review and evaluate all submissions received, and amendments may be made to the proposed LG Elections Regulation.

A copy of your submission will be provided to the Legislation Review Committee of the NSW Parliament along with a final version of the proposed LG Elections Regulation following the making of the instrument.

A copy may be made publicly available on OLG's 'LG Elections Regulation' webpage at www.olg.nsw.gov.au.

Alternatively, if you do not want a copy of your submission and/or personal information published on OLG's webpage, please clearly state this when you submit your Feedback Form – see Question 7 in 'Your Details'.

You can elect to have your personal information withheld from publication on OLG's webpage. If you choose this option, please do not include any personal information in the body of your submission, including any comments to the Targeted Questions, or in any attachment that may be provided as part of your submission.

OLG may choose to withhold from publication any submission considered offensive, threatening, defamatory or inappropriate.

If you want to access or amend your personal information, or want more details about privacy, please contact OLG at olg.nsw.gov.au or on (02) 4424 4100.

Have your say

Interested parties, including councils, other stakeholders and the wider community, are invited to submit written comments using the Feedback Form to OLG.

Online: NSW Government's 'Have Your Say' webpage at <https://www.nsw.gov.au/have-your-say>

By email: olg@olg.nsw.gov.au, with the subject 'LG Elections Regulation', or

By post: LG Elections Regulation
Council Governance Team
Office of Local Government
Locked Bag 3015
Nowra NSW 2541

What will happen with submissions?

OLG will review and evaluate the submissions received, and amendments may be made to the proposed LG Elections Regulation. Copies of submissions will be provided to the Legislation Review Committee of the NSW Parliament along with a final version of the proposed LG Elections Regulation following the making of the instrument.

Submissions may be published on OLG's 'LG Elections Regulation' webpage at www.olg.nsw.gov.au. If you do not want your personal details or your submission published, please clearly state this when you make your submission.

OLG may choose to withhold from publication any submission considered offensive, threatening, defamatory or inappropriate.

Introduction

As the democratic institution closest to the community, it is important that council election processes are clear and effective and align with contemporary practice. Most procedural requirements for council elections are prescribed under the LG Regulation, which needs to be reviewed and updated regularly.

This RIS has been prepared to satisfy the requirements of the SL Act and the Better Regulation Guide in relation to a review of the election provisions of the LG Regulation.

The purpose of these requirements and consultation is to ensure that the economic and social impacts of proposed regulations are thoroughly assessed. This allows Ministers and the community to be confident that the regulations serve the public interest and that their benefits outweigh the costs.

The objective of this RIS is to assess the impact – both costs and benefits – of remaking the election provisions of the LG Regulation into a stand-alone LG Elections Regulation. The goal is to determine whether this approach offers the most effective and accessible regulatory framework, providing clear and effective policy guidance on the conduct of local government elections.

The simplification and modernisation of the current LG Regulation are key considerations in the proposal to split the LG Regulation into three separate instruments focussing on elections, approvals, and council governance and operations. The transfer of the election provisions of the LG Regulation to a stand-alone LG Elections Regulation is the first step in the statutory review, aimed at maintaining the efficiency and effectiveness of local government elections.

Further information about the next steps will be published on OLG's website as it becomes available.

Future opportunities to provide submissions on the LG Council Governance and Operations Regulation and LG Approvals Regulation will be published in the NSW Government Gazette, on the Government's 'Have your say' webpage and on OLG's Local Government (General) Regulation Review webpage.

Legislation

The Local Government Act 1993

The election provisions of the LG Act are contained under 'Chapter 10 How are people elected to civic office?'

One of the main goals of the LG Act's election provisions is to make sure that the governing bodies of councils are chosen through democratic elections. For certain rural and remote councils, this may include a mix of elected and appointed members, as allowed by section 7(c) of the LG Act.

The Local Government (General) Regulation 2021

The election provisions of the LG Regulation are currently included in 'Part 11 Elections, referendums and polls' and Schedules 4–11 of the LG Regulation.

This Part (except Division 12) applies to the election of the councillors (by ward or area) and the mayor (by area) of an area by the persons entitled to vote in the area. However, Schedules 7–10 do not apply to these elections.

Division 12 and Schedules 7–10 apply to other matters as specified in Division 12 (i.e. the election of a mayor or deputy mayor by councillors, the election of the members of, and the chairperson of, a county council, and constitutional referendums, de-amalgamation referendums and council polls).

These regulations are not directly passed by Parliament but are made by the Executive branch (i.e. by the Governor on the advice of the Executive Council) based on the powers granted to them by the Act.

Proposed LG Elections Regulation

As part of the review of the LG Regulation, it is proposed that a new LG Elections Regulation be made. This new regulation would be subordinate to the LG Act and focus specifically on election-related requirements.

The current election provisions contained under Part 11 Elections, referendums and polls and Schedules 4–11 of the LG Regulation would be moved into the new LG Elections Regulation.

RIS requirements

Regulation is one of the tools governments use to help achieve important community goals—like supporting the economy, protecting the environment, and promoting social wellbeing. But regulation can also create administrative and compliance costs for businesses, not-for-profits, consumers, government, and the wider community. That is why it is important to regularly review regulations to make sure the benefits still outweigh the costs.

Under the SL Act, regulations are automatically repealed after five years unless a postponement has been granted. When a regulation is due for repeal, the responsible agency must review it and determine whether it is still needed, or if any amendments are required. The agency then decides whether to remake the regulation.

As part of this process, a RIS is prepared to outline the proposed changes and their expected impacts. Submissions on the RIS are invited from the public. This section looks at the requirements applicable to the RIS as set out by the SL Act and Better Regulation Guide.

SL Act requirements applying to the RIS

Schedule 2 of the SL Act includes the following requirements:

- 1 A RIS must include:
 - (a) A statement of the objectives sought to be achieved and the reasons for them.
 - (b) An identification of the alternative options by which those objectives can be achieved (whether wholly or substantially).
 - (c) An assessment of the costs and benefits of the proposed statutory rule, including the costs and benefits relating to resource allocation, administration and compliance.
 - (d) An assessment of the costs and benefits of each alternative option to the making of the statutory rule (including the option of not proceeding with any action), including the costs and benefits relating to resource allocation, administration and compliance.
 - (e) An assessment as to which of the alternative options involves the greatest net benefit or the least net cost to the community.
 - (f) A statement of the consultation program to be undertaken.
- 2
 - (1) Wherever costs and benefits are referred to in this Schedule, economic and social costs and benefits, both direct and indirect, are to be taken into account and given due consideration.

- (2) Costs and benefits should be quantified, wherever possible. If this is not possible, the anticipated impacts of the proposed action and of each alternative should be stated and presented in a way that permits a comparison of the costs and benefits.

Better Regulation Guide requirements

The Better Regulation Guide assists agencies in developing regulation which is required, reasonable and responsive to the economic, social, and environmental needs of NSW through seven Better Regulation Principles. The below principles guide the development of a RIS:

- Principle 1: The need for government action should be established. Government action should only occur where it is in the public interest, that is, where the benefits outweigh the costs.
- Principle 2: The objective of government action should be clear.
- Principle 3: The impact of government action should be properly understood, by considering the costs and benefits (using all available data) of a range of options, including non-regulatory options.
- Principle 4: Government action should be effective and proportional.
- Principle 5: Consultation with business, and the community, should inform regulatory development.
- Principle 6: The simplification, repeal, reform, modernisation or consolidation of existing regulation should be considered.
- Principle 7: Regulation should be periodically reviewed, and if necessary reformed, to ensure its continued efficiency and effectiveness.

This RIS addresses these principles by examining the key elements of the proposal to move the local government election provisions into a new, stand-alone LG Elections Regulation.

It details and compares the costs and benefits of the preferred option with other possible approaches, to help ensure the best outcome for councils and their communities, and the broader public.

Further information is available in the Better Regulation Guide here:

https://www.productivity.nsw.gov.au/sites/default/files/2022-05/TPP19-01_Guide-to-Better-Regulation.pdf.

Discussion of proposed LG Elections Regulation

The LG Regulation is large and covers a wide range of policy and process

In 2005, the Local Government (General) Regulation 2005 replaced 9 regulations, making it the largest regulation in the NSW statute book. The existing regulation covers processes for regulatory approvals and orders, procurement processes, investigation requirements, fees and charges and elections, amongst other matters. This consolidation has made it challenging to undertake an efficient and timely review given the number of policy areas that would need to be considered and addressed in a review.

In 2021, the Regulation was remade but a statutory review was not undertaken. Under the SL Act, the LG Regulation is due to be automatically repealed on 1 September 2026 unless remade before then.

The proposal to split the LG Regulation into three stand-alone instruments aims to address this challenge and improve regulation for the local government sector.

Proposal to split the LG Regulation into stand-alone regulations

The Better Regulation Guide emphasises the principles of simplification, repeal, reform, and consolidation to achieve efficient and effective legislation. Regular reviews of regulations are conducted to ensure these objectives are met. However, the size and scope of the LG Regulation presents challenges in conducting such reviews.

To improve clarity and better support councils, it is proposed that the current LG Regulation be divided into three stand-alone regulations. This change would allow each regulation to focus more directly on specific areas, making them easier to understand and apply.

The three proposed instruments would cover:

- Elections
- Council Governance and Operations, and
- Approvals.

The transfer of the election provisions under Part 11 and Schedules 4 to 11 of the LG Regulation to a stand-alone LG Elections Regulation is the first step in the statutory review and aims to ensure the continued efficiency and effectiveness of local government elections and promote public confidence in their outcomes.

A more comprehensive review of the policy and intent of the election provisions can then be undertaken ahead of and as part of the preparation for a forthcoming election.

Under the SL Act, OLG must prepare and consult on a RIS for any new regulation which supports the administration of the LG Act to ensure that it is the best option available to achieve the objectives, considering both costs and benefits.

Summary of proposed changes

As part of the statutory review, it is planned to improve the structure and readability of the Regulation. Key changes include:

- Better alignment of sections – grouping actions and functions, including those related to conducting local government elections,
- Renaming Parts and Divisions – to more accurately reflect their content and purpose
- Renumbering of Sections, Parts and Divisions – due to the creation of a new stand-alone instrument,
- Modernised language – simplifying wording to make the regulation clearer and more accessible, and
- Removal of outdated and repealed references – eliminating sections that have already been repealed and are no longer required and better aligning the Regulation with recent legislative changes.

Proposed structure and content

The below provides a general outline of the proposed structure and content of the new LG Elections Regulation:

- Part 1 Preliminary provisions including the name, commencement date, application of the regulation and interpretation of terms used
- Part 2 Administration of elections, including functions of the election manager, advertising by the election manager and changes to wards
- Part 3 Electoral rolls, including the closing date, advertising of enrolments, enrolment forms and information and its use
- Part 4 Notice of election and nominations, including vacancies, nomination day, notice of election, nomination proposals, candidate information sheets, returning officer nomination of candidates and declaration of uncontested elections
- Part 5 Polling places for attendance elections, including pre-poll voting offices
- Part 6 Preparation for poll, including notice of contested election, grouping of candidates and order on ballot-papers and form of ballot-papers
- Part 7 Further preparation for attendance elections, including supply of rolls and ballot-papers and general handling of ballot-papers

- Part 8 Special voting at attendance elections, including postal voting and handling of postal ballot-papers, registration of registered early voters, closing time and receipt of postal ballot-papers, provisional voting, including persons already marked off or omitted from the roll, enrolling, re-enrolling and transfer of enrolment, pre-poll voting procedure, offices and times, declared institution voting, mobile booths
- Part 9 Technology assisted voting, including application to vote by means of technology assisted voting, determination and procedures, auditing and monitoring, protection of hardware and software, and scrutineers
- Part 10 Ordinary voting at attendance elections, including polling place arrangements, hours of voting, and scrutineers
- Part 11 Voting at postal elections, including scrutineers, issuing of ballot-papers, and postal voting procedures
- Part 12 Scrutiny and counting, including informal ballot-papers, counting places, scrutiny of ballot-papers and counting of votes, finalising the count and recount, and declaration of the election
- Part 13 Provisions relating to activities during regulated periods, including non-complying electoral material, offences applicable during the regulated period, on pre-poll voting days and on election days, and registration of electoral material
- Part 14 Offences including penalty notices, misconduct, false statements, breach of secrecy, obstruction, and electoral bribery
- Part 15 Miscellaneous provisions including suspension, adjournment or postponement of voting, assistance to certain electors, special format of ballot-papers, security of election materials, exercise of council functions during the caretaker period and countback elections
- Part 16 Mayors, county councils and referendums, including election of mayors by councillors, chairpersons and members of county councils, and constitutional referendums and council polls
- Schedule 1 Counting of votes under optional preferential system
- Schedule 2 Counting of votes under proportional system
- Schedule 3 Election of mayor by councillors
- Schedule 4 Election of chairpersons of joint organisations
- Schedule 5 Election of chairpersons of county councils
- Schedule 6 Election of members of county councils
- Schedule 7 Countback elections
- Schedule 8 Constitutional referendums and council polls, and
- Schedule 9 Forms.

Potential for further amendments

There is a potential for further amendments if the Local Government Amendment (Elections) Bill 2025 is passed by the NSW Parliament.

The Bill, as tabled, proposes a range of amendments to the LG Act and LG Regulation relating to the administration of council elections. If passed, the proposed amendments will remove the option for councils to engage a private electoral services provider to administer their elections and provide that the NSW Electoral Commissioner is to administer all council elections in the future.

The Bill, as tabled, also contains amendments to limit pre-poll voting to 6 days, require polling places at council elections to be located in the relevant council's area except where permitted by the Regulation, and remove the option for councils to fill vacancies using a countback election from September 2028 and replace it with a requirement that, where the vacating councillor was a member of a group on the ballot paper at the election at which they were elected, they are to be replaced by the highest listed candidate from the same group who was not elected at that election. Other vacancies will be filled using a by-election.

The elections provisions of the LG Regulation are also reviewed prior to ordinary local government elections in consultation with the NSW Electoral Commission. It is intended that this review will be conducted in 2026-2027 in preparation for the local government elections in 2028 and will consider the Commission's recommendations in its report on the 2024 Local Government Elections.

The need for government action and policy objectives

The Better Regulation Guide requires that a RIS establish the need for government action in relation to proposed regulations, and that the objective of government action should be clear.

Government action is needed

One of the strengths of our democratic system of local government is that council decisions on service delivery, planning, infrastructure investment and regulation are made by councillors who are members of the local community and who are elected by and accountable to that community for their decisions. The election provisions of the LG Regulation are critical to ensuring this democratic accountability and promoting community confidence in council elections and their outcomes.

The LG Regulation will be automatically repealed on 1 September 2026 unless remade before then. The LG Regulation prescribes the detailed rules and procedures that facilitate implementation of the principles of the LG Act. These rules are essential for guiding how councils operate and ensuring they can effectively support their communities. The consequence of a repeal is that the provisions prescribing a range of council operations, including elections, would be repealed.

Without the LG Regulation, the NSW Government would have limited ability to assist and guide councils in carrying out key responsibilities – such as approving developments, managing public land, issuing orders, setting rates and charges, holding meetings and elections, delivering services, and maintaining good governance.

Without the election provisions, it would not be possible to hold council elections every 4 years and to fill casual vacancies as required under the LG Act. This would impact councils' ability to function effectively and to meet community needs. For example, without the LG Regulation, the 2028 local government elections could not be conducted. This would disrupt the democratic process and prevent communities from electing their local representatives.

The policy objectives

The NSW Government is reviewing the LG Regulation to ensure it continues to support councils and their communities effectively. Its main policy objectives are to:

- deliver a responsive and accessible regulatory framework that provides clear and effective policy guidance to councils,
- create a modern and user-friendly regulation that adapts to the evolving needs of local government, and

- empower councils to efficiently fulfill their functions and foster strong, healthy, and prosperous communities.

To achieve this the key objectives of the statutory review are to:

- ensure regulations continue to be in place to guide councils' operations by remaking the LG Regulation into three stand-alone instruments that focus on elections, council governance and operations, and approvals, and
- simplify and modernise regulation.

The key objectives of creating three stand-alone instruments and staggering the statutory review are to:

- reduce the burden on stakeholders by making it easier to effectively review the proposed new regulations and provide feedback,
- make it easier for councils to implement requirements to meet their obligations,
- allow for more manageable and transparent regulatory review process, and
- ensure a new stand-alone LG Elections Regulation is in place by early 2026 to support the delivery of council elections in 2028.

Options considered to achieve policy objectives

The following options have been considered as part of the review of the impact, including costs and benefits, of remaking the LG Regulation.

Option 1: Base case (no action)

Under this option, the current LG Regulation would not be replaced and would be automatically repealed on 1 September 2026.

If this happens, there would be no regulations to support local councils in the exercise of their functions, such as providing approvals, issuing orders, public land management, levying rates and charges, conducting meetings and elections, providing services and maintaining good conduct.

Without the LG Regulation, councils would face serious challenges in serving their communities effectively. For example, it would not be possible to hold local government elections in 2028, because the necessary rules governing the delivery of council elections would no longer exist. This would disrupt the democratic process and impact on the ability of communities to elect their local representatives.

This option does not meet the principles of better regulation and would fail to achieve the goals of the statutory review.

Option 2: LG Regulation is remade as is (status quo)

Under this option, the LG Regulation would be remade prior to its automatic repeal, but no statutory review would be undertaken.

This means that the LG Regulation would remain unchanged from the current 2021 version, which was not comprehensively reviewed. As a result, many provisions may not reflect current needs or practices and will not have been thoroughly evaluated for their continued efficiency and effectiveness.

This option does not align with better regulation principles, which call for:

- clear and effective government action
- consultation with councils, communities and other stakeholders, and
- continued simplification and modernisation of regulations.

Without a proper review, this option risks keeping outdated rules in place and misses an opportunity to improve how councils serve their communities.

Option 3: LG Regulation is remade into three stand-alone regulations in stages starting with the election provisions (simplified review) PROPOSED OPTION

This option proposes a staged approach to reviewing and remaking the LG Regulation. The first step would be to create a new standalone LG Elections Regulation by early 2026. A further two standalone regulations, the LG Council Governance and Operations Regulation and LG Approvals Regulation will be made progressively following a statutory review of the relevant provisions similar to this process.

By staggering the review process, the impact on the resources and time of interested stakeholders will be minimised, allowing them to more effectively review and provide input into the proposed new regulations.

This option is best aligned with the better regulation principles, because it allows for:

- a structured and manageable review process
- more time for consultation with councils, communities and stakeholders, and
- a modern, simplified and more effective regulation.

The election provisions are routinely reviewed prior to ordinary local government elections in consultation with the NSW Electoral Commission. For example:

- a full review was completed in 2019 ahead of the 2021 elections,
- updates were made in 2020 in response to the COVID-19 pandemic, and
- further amendments were made in 2024 ahead of the 2024 elections.

The prescription of a standalone LG Elections Regulation will better facilitate these regular reviews ensuring that the regulation of council elections continues to be fit for purpose and aligned with best practice. The making of a standalone LG Elections Regulation in 2026 will allow a further review to be undertaken of the Regulation ahead of the 2028 local government elections.

Option 4: LG Regulation is remade as one regulation (major review)

Under this option, the LG Regulation would be remade as a single document, following a comprehensive and detailed review. However, this would require significant resources and time to undertake appropriate consultation.

While this approach would allow for a comprehensive update, it risks the automatic repeal of the LG Regulation on 1 September 2026, due to the extensive resources and time required for a thorough statutory review. Additionally, this option may limit the review parameters, impacting the efficiency and effectiveness of local government, as well as the simplification and modernisation of the current LG Regulation.

The impact on the resources and time of interested stakeholders would be substantial, potentially hindering their ability to effectively review the proposed new regulations and provide feedback. Similarly, the resources and time required from councils to implement the requirements would be significant, making it more challenging for them to meet their obligations.

Reforms are underway to implement a number of NSW Government and sector priorities including to reform the Councillor Conduct Framework, improve councils' financial sustainability and the development of comprehensive, new procurement guidelines for local government. Remaking the LG Regulation as one regulation before September 2026 would be impacted by the requirement to direct resources to the priority reforms and further complicated by these concurrent reforms which will all need new regulatory provisions.

Option 5: LG Regulation is remade into three stand-alone regulations in one stage (complex review)

This option proposes remaking the Local Government Regulation by creating three stand-alone instruments at the same time—covering elections, council governance and operations, and approvals.

While this approach would result in a complete update, it would require significant resources and time to undertake appropriate consultation. The complexity of this process may confuse stakeholders, making it difficult for them to understand the content of each instrument and provide feedback on the areas they are interested in.

Additionally, the extensive resources and time required for a thorough statutory review may risk the automatic repeal of the LG Regulation on 1 September 2026 before it can be remade. This option may also limit the review parameters, impacting the efficiency and effectiveness of local government, as well as the simplification and modernisation of the current LG Regulation.

The impact on the resources and time of interested stakeholders would be substantial, potentially hindering their ability to effectively review the proposed new regulations and provide feedback. Similarly, the resources and time required from councils to implement the requirements would be significant, making it more challenging for them to meet their obligations.

Costs and benefits of options

Regulatory burdens are costs imposed by regulatory requirements, including unnecessary regulation (or 'red tape').

Costs may be borne by businesses, government, and the community, and include:

- **administrative compliance costs** – associated with demonstrating compliance with a regulation (such as paperwork and record-keeping costs),
- **substantive compliance costs** – related to required capital and production expenditure (such as equipment and training expenses),
- **financial costs** – which are payments made directly to the Government (such as fees, levies and fines),
- **social impacts** – considerations such as quality of life, equity, community norms, public health and safety, crime reduction, and human rights protection. While these impacts often have a financial dimension, they are harder to quantify than purely financial and economic impacts, as they typically lack market value,
- **environmental impacts** – such as improved air quality, are difficult to quantify in financial terms because they lack traditional market value. However, they should still be considered in any impact assessment process, and
- **indirect costs** – relating to the impact that regulation has on market structures, and consumption patterns (such as restrictions on innovation and barriers to entry through licensing) and the cost of delays.

Well designed, and properly targeted regulation can also bring benefits to businesses, government and the community through reduced burdens. The benefits of undertaking of a statutory review may include:

- streamlined, predictable and consistent processes – eliminating those that are redundant or have negative side effects can reduce the time and effort required for businesses to comply, leading to increased efficiency and productivity,
- improved quality – enhancing the quality of products and services through effective regulatory measures,
- improved compliance and administrative – decreasing the financial and resource burdens of regulations while still achieving their intended goals,
- enhanced innovation – by reducing unnecessary regulatory burdens, businesses can allocate more resources to research and development, fostering innovation and competitiveness,
- improved transparency and public trust – transparent and effective regulations can enhance public trust in government institutions and businesses, leading to a more stable and supportive community environment,
- environmental protection – regulations aimed at reducing pollution and conserving natural resources can lead to a healthier environment, benefiting both the community and future generations,
- economic growth – by creating a fair and predictable regulatory environment, businesses are more likely to invest and expand, contributing to overall economic growth and job creation, and
- social equity – regulations that promote fair labour practices and protect vulnerable populations can lead to a more equitable society, improving the quality of life for all community members.

Options analysis

The following table highlights the cost-benefit analysis that has been undertaken for each of the identified options.

Table 1: Cost-benefit analysis

Costs	Benefits
Option 1 Base case (no action)	
<ul style="list-style-type: none"> • the cost of allowing the LG Regulation to lapse would be significant, • will incur the greatest cost to local communities as they will be unable to receive services from councils, • prevents councils from exercising many of their functions, including but not limited to, providing approvals, issuing orders, public land management, levying rates and charges, 	<ul style="list-style-type: none"> • there are no benefits arising from the option of allowing the automatic repeal of the LG Regulation to proceed.

Costs	Benefits
<p>conducting meetings and elections, providing services and maintaining good conduct,</p> <ul style="list-style-type: none"> will prevent authorised persons from enforcing the LG Act or applying penalties for offences, and prevents local government elections from being conducted in 2028, significantly impacting democratic decision making and outcomes. 	
Option 2 LG Regulation is remade as is (status quo)	
<ul style="list-style-type: none"> will not achieve policy objectives, requires ongoing substantial resources and time for consultation process for any future reviews, missed opportunity to undertake a comprehensive review, does not enable the creation of efficiencies or improvement to the effectiveness of regulation, and does not enable the simplification or modernisation of regulation. 	<ul style="list-style-type: none"> will enable councils to continue to exercise their functions, and limited resources required to remake the LG Regulation in this way.
Option 3 LG Regulation is remade into three stand-alone regulations in stages starting with the elections provisions (simplified review)	PROPOSED OPTION
<ul style="list-style-type: none"> will have a resource and time cost for stakeholders and local communities. There is a theoretical cost in that a regulated approach doesn't recognise innovation in the running of elections and locks in the processes of the State Electoral Commission. However, in practice the Parliament has rejected the idea of each council setting its procedures for elections, 	<ul style="list-style-type: none"> will enable the new LG Elections Regulation to be made by early 2026, will enable a structured and staged review of the LG Regulation, reducing the impact on required resources and time to undertake appropriate consultation, will enable a more complete review to be undertaken, will clarify requirements around conducting local government elections, approvals, and governance and operations for councils and communities, will enable simplification and modernisation of the LG Elections Regulation, will enable continued efficiency and effectiveness of local government, will reduce the impact on the resources and time of interested stakeholders and their ability to effectively review the proposed new regulations and provide feedback,

Costs	Benefits
	<ul style="list-style-type: none"> • will reduce the impact on the resources and time of councils to implement requirements and make it easier for them to meet obligations
<p>Option 4 LG Regulation is remade as one regulation (major review)</p> <ul style="list-style-type: none"> • will not achieve policy objectives, • will require significant resources and time to undertake appropriate consultation, • risks ability to remake the LG Regulation prior to the automatic repeal, • may limit the review parameters and impact the efficiency and effectiveness to enable it to be remade before the automatic repeal, • may limit the simplification and modernisation of the current LG Regulation to enable it to be remade before the automatic repeal, • will impact on the resources and time of interested stakeholders and the community's ability to effectively review the proposed new regulations and provide feedback, and • will impact on the resources and time of councils to implement requirements and ease for them to meet obligations. 	<ul style="list-style-type: none"> • will enable councils to continue to exercise their functions, • will enable a thorough review of all provisions, and • If the review can be completed on time, allows the update and modernisation of provisions.
<p>Option 5 LG Regulation is remade into three stand-alone regulations in one stage (complex review)</p> <ul style="list-style-type: none"> • will require significant resources and time to undertake appropriate consultation, • may be confusing for stakeholders to clearly understand the split in provisions and how to provide feedback on the areas they are interested in, • will require significant resources and time to undertake appropriate consultation, • may risk the automatic repeal of the LG Regulation on 1 September 2026 prior to it being remade due to the resources and time required for an appropriate statutory review, • may limit the review parameters and impact the efficiency and effectiveness of local government, and the simplification and modernisation of the LG Elections Regulation, LG Approvals Regulation and LG Council Governance and Operations Regulation, 	<ul style="list-style-type: none"> • will clarify requirements around conducting local government elections, approvals, and governance and operations for councils and communities, and • will enable continued efficiency and effectiveness of local government.

Costs	Benefits
<ul style="list-style-type: none"> • will impact on the resources and time of interested stakeholders and their ability to effectively review the proposed new regulations and provide feedback, and • will impact on the resources and time of councils to implement requirements and ease for them to meet obligations. 	

Conclusion

Preferred option

Option 3 is the preferred option to achieve the objectives stated above.

The current LG Regulation is the largest regulation in the NSW statute book covering a wide range of policy areas. This has posed an insurmountable challenge to undertaking the periodic reviews and updates required under the SL Act. Splitting the LG Regulation and remaking it into three stand-alone regulations in stages starting with the election provisions will address this and allow a balanced review approach.

Option 3 is the only option that will ensure that councils can continue to operate effectively beyond 1 September 2026, by allowing enough time for a proper review and the Government to make the proposed LG Elections Regulation, LG Council Governance and Operations Regulation, and LG Approvals Regulation in 2026 prior to the automatic repeal of the LG Regulation.

While Option 3 will require a significant commitment of resources, it:

- minimises the impact on councils and stakeholders
- allows for focused consultation on each area
- improves clarity and useability of the regulations
- supports better regulation principles, including transparency, effectiveness and proportionality, and
- provides the opportunity to simplify and modernise the regulations.

Importantly, no significant costs are expected from remaking the LG Regulation in stages.

Option 3 is considered the best way forward because it would allow for a more focused and targeted approach to regulation, clarity around requirements, and enhance the efficiency and effectiveness of local government.

It also mitigates against the risks expected to arise under Options 1, 2, 4 and 5. Further, Option 3 is the most cost-effective option. No significant costs are expected to arise from the making

of the proposed LG Elections Regulation, LG Approvals Regulation and LG Council Governance and Operations Regulation in stages or as stand-alone instruments.

Option 3 will provide DPHI and OLG an opportunity to modernise these instruments, including by simplifying their format, structure, content and language. These changes will improve readability and minimise confusion amongst affected stakeholders.

Alternative unviable options

To ensure councils can continue to operate effectively, the LG Act must be supported by a regulation that provides clear rules and procedures. Without it, councils would face serious governance challenges, confusion, and a lack of guidance – impacting their ability to serve communities and uphold democratic processes.

Option 1 will have a significant negative impact on local democratic decision making and outcomes as no supporting rules or procedures will exist to support local government functions.

This option will not comply with better regulation principles which require effective and proportional government action, informed regulatory development through consultation with business and the community and simplification and modernisation of regulatory requirements. For these reasons, Option 1 – Base case (no action) is not considered a viable option.

Remaking the LG Regulation without a statutory review would maintain the status quo and may be seen as an easy option. However, Option 2 – LG Regulation is remade as is (status quo), is not considered a viable option because it does not promote the better regulation principles, will not achieve policy objectives and would be a missed opportunity to make more informed improvements.

Undertaking a major review of the LG Regulation at one time requires substantial resources and timeframes to appropriately undertake the necessary consultation. Option 4 – LG Regulation is remade in its current form (major review) is not considered a viable option as the size and scope of the LG Regulation presents challenges in conducting such a review. This option will have a significant impact on the ability of interested stakeholders to provide feedback and the ability of councils to implement any changes. While this option will achieve the policy objectives, it is too resource intensive and risks missing the deadline to have the LG Regulation remade before its automatic repeal on 1 September 2026.

Undertaking a complex review of the LG Regulation that includes making three stand-alone instruments at the same time presents the same challenges and additional complexity that may cause confusion when consulting. Embarking on this option would take substantial resources and timeframes for the necessary consultation process, which may distract from other necessary reforms. This will also have a significant impact on the ability of interested

stakeholders to provide feedback and the ability of councils to implement any changes. While this option may achieve the policy objectives, it is resource intensive and risks missing the deadline to have the three instruments made prior to the automatic repeal of the LG Regulation.

For efficient and timely review and for these reasons Option 5 – LG Regulation is remade into three stand-alone regulations in one stage (complex review) is not considered a viable option.

Overall, an assessment of the costs and benefits of the 5 options indicates that Option 3 is the preferred option because it offers the greatest net benefits and lowest costs when compared with Options 1, 2, 4 and 5.

Consultation

The proposal to split the LG Regulation into three stand-alone instruments is supported by the NSW Government.

OLG has advised the NSW Electoral Commission about the proposal and the Commission will be invited to provide feedback as part of the statutory review process. OLG will also work closely with the Commission in 2026-2027 to undertake a further review of the election provisions in preparation for the local government elections in 2028.

Broader community feedback on the proposal to make the LG Elections Regulation is being sought, and the community is invited to provide submissions. Submissions on the remake of the other instruments will be sought from the public in due course.

Attachments

Attachment	Title
1	Feedback Form

Local Government (General) Regulation Review

Feedback Form – Local Government (Elections) Regulation

Introduction

The Local Government (General) Regulation 2021 (LG Regulation) will be automatically repealed on 1 September 2026 unless remade before then. The Office of Local Government (OLG) is proposing to transfer the existing provisions of the LG Regulation to three stand-alone instruments being:

- Local Government (Elections) Regulation (**LG Elections Regulation**),
- Local Government (Council Governance and Operations) Regulation (**LG Council Governance and Operations Regulation**), and
- Local Government (Approvals) Regulation (**LG Approvals Regulation**).

The first step of this process focuses on the transfer of the existing election provisions of the LG Regulation to the new LG Elections Regulation largely unamended. A more substantive review of the election provisions will be undertaken prior to the 2028 local government elections.

OLG is seeking submissions from councils, other stakeholders and the wider community on the proposed regulatory framework outlined in the Regulatory Impact Statement (RIS) for the new LG Elections Regulation

Privacy notice

When you provide your submission, OLG will collect your personal information, including:

- name
- postal address
- telephone number
- email address
- role/position (if applicable)
- any other personal information you provide in your submission.

Providing a submission is entirely voluntary and you are under no obligation to provide OLG with any of your personal information, except as otherwise required by law.

OLG will review and evaluate all submissions received, and amendments may be made to the proposed LG Elections Regulation.

A copy of your submission will be:

1. Provided to the Legislation Review Committee of the NSW Parliament along with a final version of the proposed LG Elections Regulation following the making of the instrument.
2. Made **publicly available** on OLG's 'LG Elections Regulation' webpage at www.olg.nsw.gov.au.

Alternatively, if you do not want a copy of your submission and/or personal information published on OLG's webpage, please clearly state this when you submit your Feedback Form – see **Question 7 in 'Your Details'**.

You can elect to have your personal information withheld from publication on OLG's webpage. If you choose this option, please do not include any personal information in the body of your submission, including any comments to the Targeted Questions, or in any attachment that may be provided as part of your submission.

OLG may choose to withhold from publication any submission considered offensive, threatening, defamatory or inappropriate.

If you want to access or amend your personal information, or want more details about privacy, please contact OLG at olg@olg.nsw.gov.au or on (02) 4424 4100.

Have your say

To have your say on this statutory review, you must

Please complete and submit this Feedback Form:

- Online: Via the NSW Government's 'Have Your Say' webpage at <https://www.nsw.gov.au/have-your-say>
- By email: With the subject 'LG Elections Regulation' to olg@olg.nsw.gov.au, or
- By post: LG Elections Regulation
Council Governance Team
Office of Local Government
Locked Bag 3015
Nowra NSW 2541

Further information about the next steps for the new LG Approvals Regulation and the LG Council Governance and Operations Regulation will be provided as it becomes available.

OLG's Council Governance Team is available to answer any questions in relation to the proposed regulatory framework outlined in the RIS on (02) 4428 4100.

Feedback Form

Your Details (Personal Information)	
1. Name <i>(required field)</i> :	Andrew Crakanthorp
2. Name of Organisation and Role/Position <i>(if applicable)</i> :	Riverina Water County Council CEO
3. Postal Address:	PO Box 456, Wagga Wagga, NSW 2650
4. Telephone:	02 69220603
5. Email Address:	acrakanthorp@rwcc.nsw.gov.au
6. Which of the following best describes you? <i>(required field)</i> :	<input type="checkbox"/> Council Metro <input type="checkbox"/> Council Metro- fringe <input type="checkbox"/> Council Regional <input type="checkbox"/> Council Rural <input checked="" type="checkbox"/> County Council <input type="checkbox"/> Joint Organisation/Regional Organisation of Councils <input type="checkbox"/> Industry / advocacy organisation <input type="checkbox"/> Member of the public <input type="checkbox"/> NSW State Government agency <input type="checkbox"/> Other <i>(please specify)</i> : <hr/>
7. I approve the publication of my personal information and submission on OLG's webpage <i>(required field)</i> :	<input checked="" type="checkbox"/> Yes - I approve the publication of my personal information and submission on OLG's webpage. <input type="checkbox"/> Yes - I approve the publication of my submission only on OLG's webpage, and do not approve the publication of my personal information on OLG's webpage. <input type="checkbox"/> No – I do not approve the publication of my personal information and feedback on OLG's webpage.
Targeted Questions (Submission)	
<p>Question 1. Do you agree with the proposal to create three new stand-alone regulations?</p>	

Answer 1. Yes No

The current Regulation is too large and unwieldy

Question 2. Do you agree with the proposal for a staged approach to the review?

Answer 2. Yes No

The staged approach makes a lot of sense and the impact on the resources and time of interested stakeholders will be minimised allowing us to more effectively review and provide input

Question 3. Will this proposal achieve the desired objectives in the RIS?

Answer 3. Yes No

It is a structured and considered approach

Question 4. Will this proposal have any unintended consequences?

Answer 4. Yes No

No unintended consequences can be identified in the RIS

Question 5. Have we missed a critical consideration in the proposed approach?

Answer 5. Yes No

The proposed approach is considered and able to be implemented

R14 Council Resolution Sheet

Organisational Area Chief Executive Officer

Author Andrew Crakanthorp, Chief Executive Officer

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

RECOMMENDATION that the report detailing the status of the active resolutions of the Board of Riverina Water be noted and received.

Report

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

› R14.1 Council Resolution Sheet 

Strategic Alignment

Our Operations

Proactively manage risks and opportunities

Financial Implications

Nil

Workforce Implications

Nil

Risk Considerations

Corporate Governance and Compliance	
Low	Riverina Water has low appetite for risk of failure to comply with legislation, regulations, policy/procedures and transparent, ethical decision making. Minor breaches are expected from time to time but it will be reported and responded to.

Risk Alignment

Not Applicable

OUTSTANDING ACTIONS REPORT

Printed: Tuesday, 2 December
2025 8:24:11 AM

Meeting	Date	Officer	Title	Target
Board Meeting 26/10/2022	26/10/2022	Vidler, Greg	The Rock Reservoir Land Acquisition	9/11/2022
Resolution				

22/183 **RESOLVED:**

On the Motion of Councillors D Meyer OAM and T Quinn

That Council:

- (a) proceed with the compulsory acquisition of the land described as 4376 Olympic Highway, The Rock, NSW (part Lot 1 in Deposited Plan 596611), in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and
- (b) make an application to the Minister and the Governor for approval to acquire 4376 Olympic Highway, The Rock, NSW (part Lot 1 in Deposited Plan 596611), for the purpose of the construction of the Rock Reservoir and associated access in accordance with Section 186(1) of the Local Government Act 1993
- (c) upon acquisition, classify the land as operational land in accordance with the Local Government Act.
- (d) Delegate authority to the CEO to sign all documents relating to the compulsory acquisition and pay requisite compensation for the land.

CARRIED**Notes For Action****07 Dec 2022 9:50am Vincent, Melissa**

The acquisition process continues as planned.

14 Feb 2023 11:20am Vincent, Melissa

The acquisition process continues again more slowly than expected. Council's solicitor has carriage of the process

08 Jun 2023 3:18pm Vincent, Melissa

The RMS rejected the proposed access which has put the project behind schedule. Revised plans have been completed and it is expected that Riverina Water will gain title to the required land by March 2024.

19 Jun 2024 4:10pm Vincent, Melissa

A workshop to update the Board on this matter was held on 27 June 2024.

29 Nov 2024 8:33am Vincent, Melissa

Riverina Water have engaged NSW Public Works to finalise the land acquisition by June 2025

16 Jun 2025 8:17am Vincent, Melissa

Work continues on the land acquisition by NSW Public Works with a meeting held with the landowner in June

10 Oct 2025 9:00am Vincent, Melissa

Our application for compulsory acquisition can commence from the 31 October 2025, as the nominal end of the six-month negotiation period required by the Just Terms Act and the Office of Local Government (OLG) annual "PAN Pause" period during which compulsory acquisitions are not permitted. We are still in discussions with the landowner who have indicated they are seeking an independent valuation. If no agreement is reached with the landowner by the 31 October 2025, we will initiate compulsory acquisition

02 Dec 2025 8:23am Vincent, Melissa

NSW Public Works lodged paperwork as the next step in the acquisition on November 12. The NSW Office of Local Government are expected to process the application by December 17". The Landowner remains difficult to contact and negotiate with. The compulsory acquisition process will now continue to allow Riverina Water to conclude this matter in the coming months

R15 Works Report covering October 2025

Organisational Area Engineering

Author Stephen Farrelly, Acting Director Engineering

Summary This report provides an overview of water usage, connections, maintenance and water quality matters during October 2025.

RECOMMENDATION that the Works Report covering October 2025 be received and noted

Report

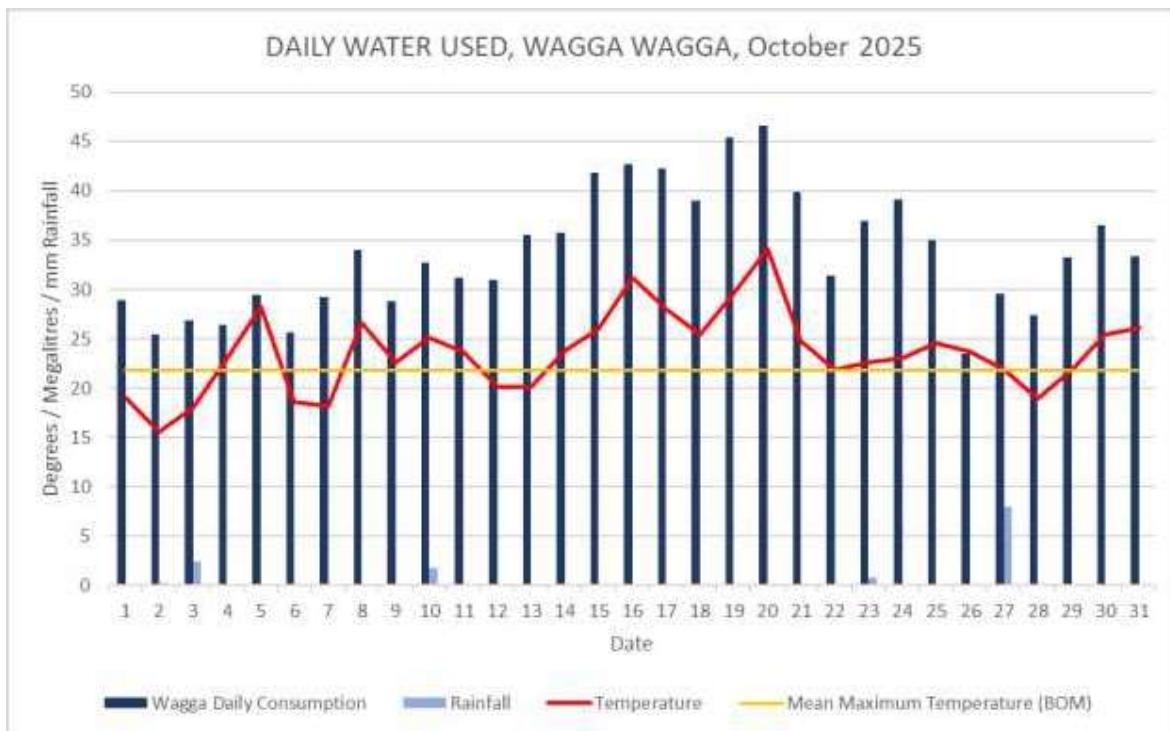
This report provides an overview of water usage, connections, maintenance and water quality matters from the 1 to 31 October 2025.

Water Sourced and Used

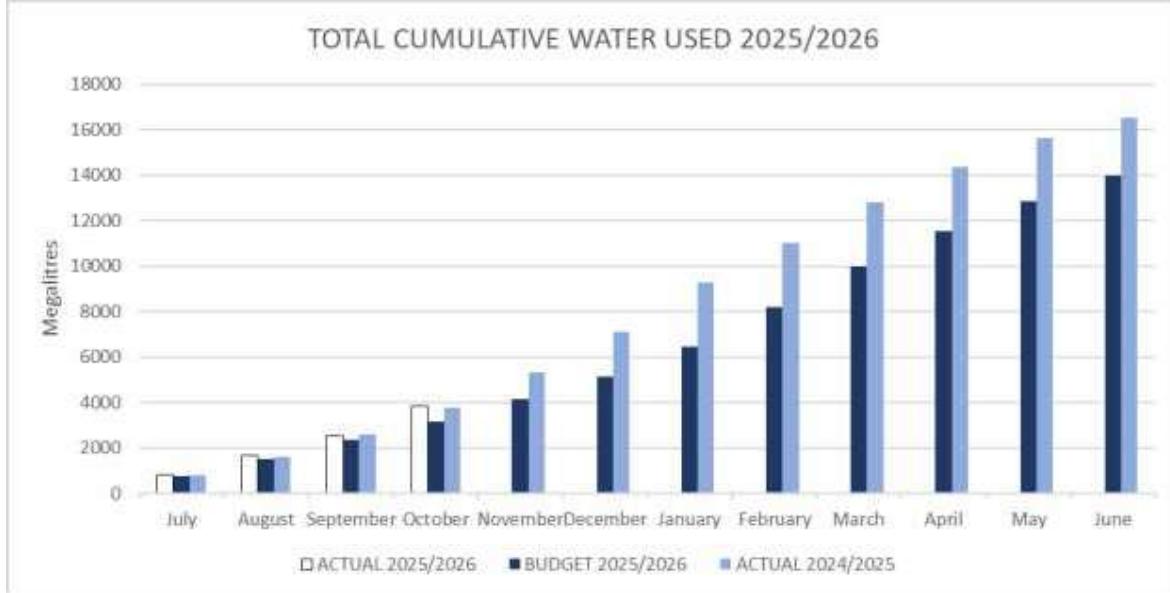
WATER SOURCED - Megalitres [ML]		October		
		2023	2024	2025
Rainfall [mm]		33.0	24.0	13.2
Wet Days		7	4	5
Surface Water Sources				
Murrumbidgee Regulated River Water	Sub-Total	252.3	331.0	460.9
Wagga Wagga - Murrumbidgee River		251.4	330.2	460.2
Morundah - Yanco Creek		0.92	0.79	0.69
Urana - Colombo Creek		0.0	0.0	0.0
Groundwater Sources	Sub-Total	1,074.7	909.6	881.7
Wagga Wagga Alluvial Groundwater				
East Wagga Wagga		336.7	430.0	380.6
West Wagga Wagga		364.1	117.6	374.6
North Wagga Wagga		282.0	252.6	0.7
Oura		3.8	3.8	4.2
Mid Murrumbidgee Zone 3 Alluvial Groundwater				
Collingullie		8.0	6.8	8.0
Bulgary		41.8	51.0	61.4
Billabong Creek Alluvial Groundwater				
Walla Walla (near Culcairn)		0.0	8.8	18.8
Ralvona		26.5	27.4	18.7
Walbundrie		2.3	3.6	2.3
Gundagai Alluvial Groundwater (Tarcutta)		4.2	3.6	5.5
Lachlan Fold Belt MDB Groundwater				
Woomargama		1.1	1.0	1.3
Humula		0.4	0.7	0.6
Goldenfields Water (bulk supply)		4.0	2.8	5.0
Surface and Groundwater - TOTAL		1,327.0	1,240.6	1,342.6

WATER SUPPLIED - Megalitres [ML]		October		
		2023	2024	2025
Greater Wagga Wagga	Wagga Wagga System	Sub-Total	800.4	735.9
	Wagga Low Level		159.4	91.0
	Wagga High Level		542.4	530.3
	Bellevue/Glenoak Level		91.7	75.7
	Ladysmith		6.9	6.2
	Gregadoo			32.7
	North Wagga System	Sub-Total	290.8	254.0
	North Wagga/Bomen		65.3	81.7
	East Bomen		22.6	26.1
	Estella		159.5	111.0
Rural	Rural - Brucedale		25.2	20.3
	Rural - The Gap/Tooyal			9.8
	Rural - Currawarna/Cottee		18.2	5.2
	GREATER WAGGA WAGGA - TOTAL	1,091.2	989.9	1,089.4
	Southern Trunk System	Sub-Total	119.1	117.0
	(Southern Trunk- Rural Connections)			44.6
	San Isadore			6.6
	Kapooka			11.9
	Uranquinty			11.3
	The Rock			8.1
Independent Villages	Mangoplah			1.9
	Yerong Creek			1.9
	Pleasant Hills			9.0
	Milbrulong			0.3
	Henty			11.7
	Morven			3.6
	Walla Walla			6.3
	Transferred to Western Trunk			0.0
	Western Trunk System	Sub-Total	43.1	51.0
	(Western Trunk - Rural Connections)			30.2
Independent Villages	Lockhart			11.0
	Boree Creek			1.6
	Urana			4.2
	Oaklands			3.9
	Transferred from Southern Trunk			0.0
	Independent Villages	Sub-Total	40.1	40.2
	Collingullie			6.4
	Humula			0.7
	Morundah			0.7
	Oura			3.8
RURAL - TOTAL		202.3	208.1	236.0
GREATER WAGGA WAGGA & RURAL - TOTAL		1,293.5	1,198.0	1,325.4

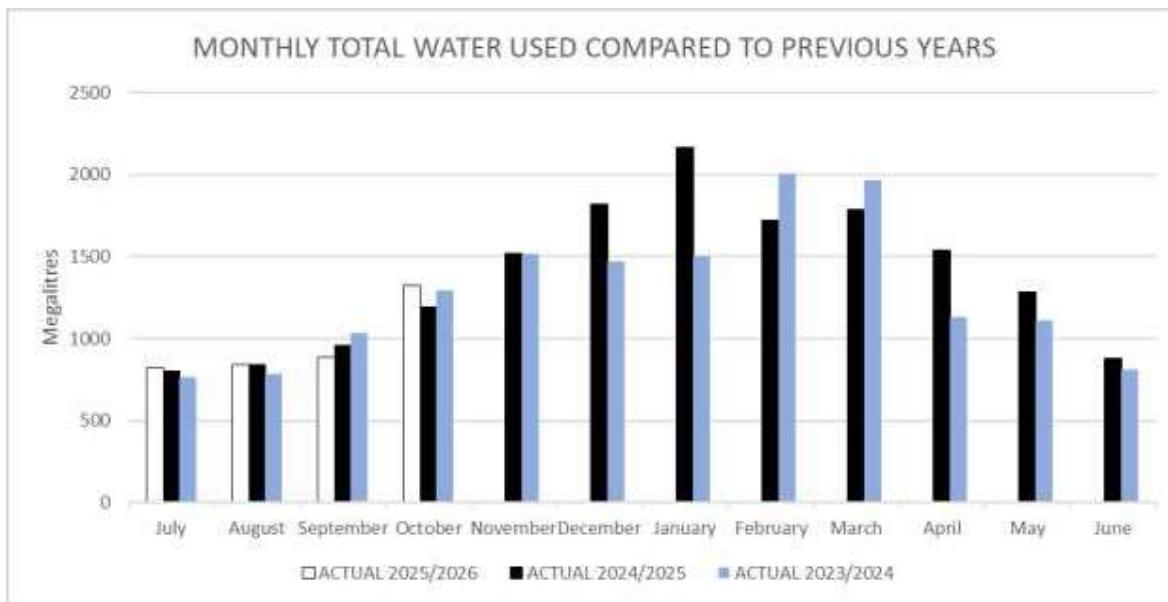
Graph 1



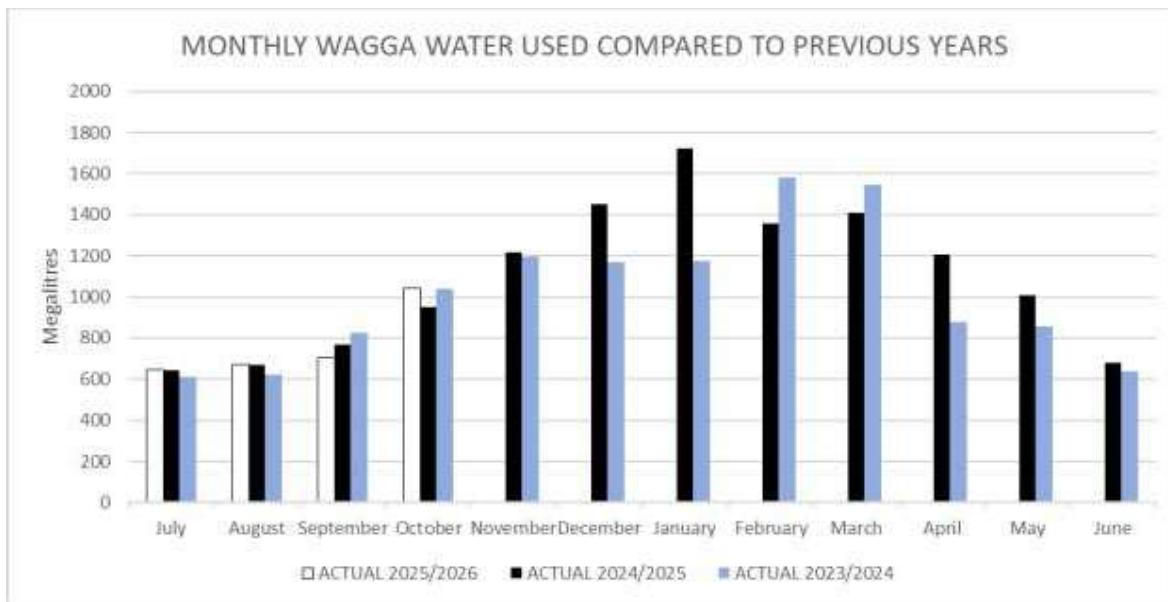
Graph 2



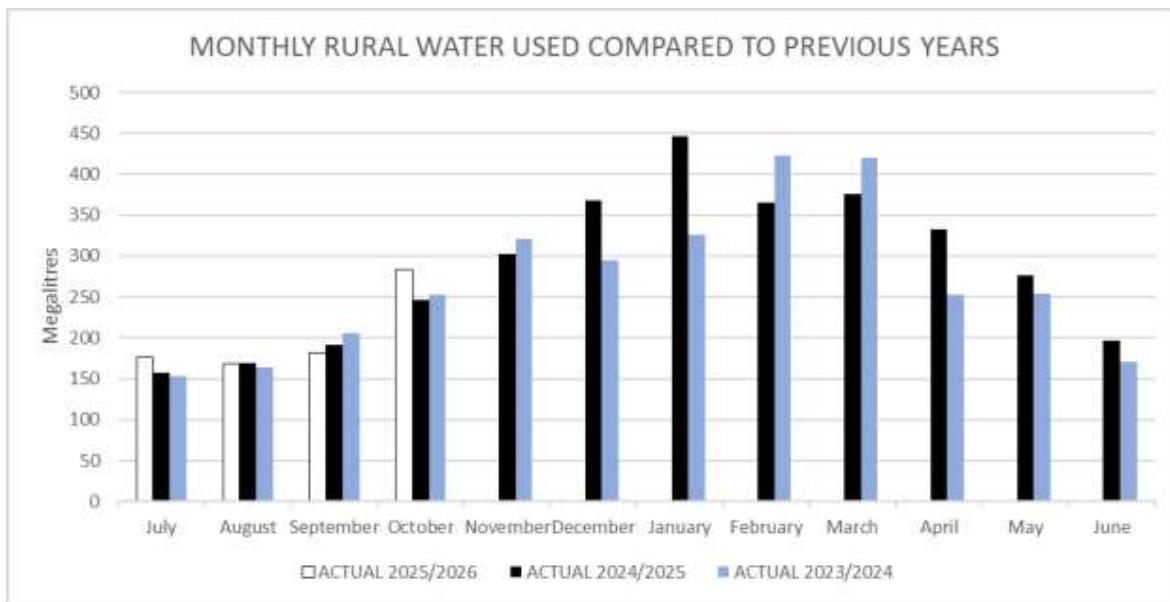
Graph 3



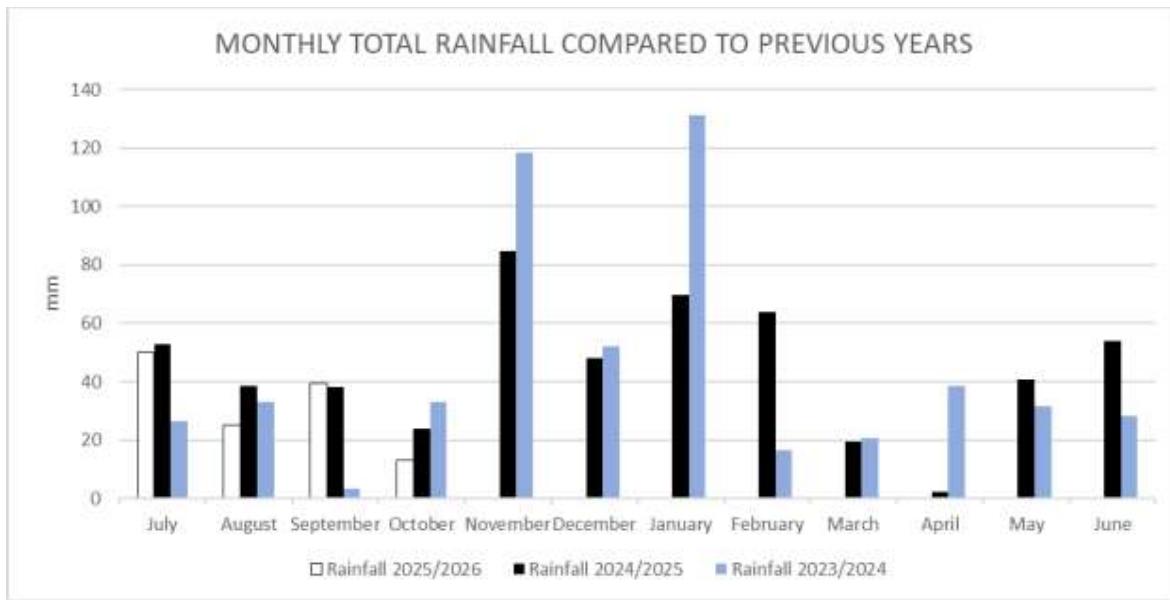
Graph 4



Graph 5



Graph 6



Repairs, Meters, Locations and Complaints

Suburb	LOCATE	METERMODIFY	DISCONNECT	WATERDOUR	HYDMANT	PRESSURE	METERCOCKFAIL	WATERDIRTY	METERLEAK	WATERLEAK	Grand Total
Suburb Not Recorded										10	10
ASHMONT					1			6	2	9	
BOOROOMA	1										1
BOURKELANDS							1	1			2
BRUCEDALE					2			3	2	7	
COLLINGULLIE										1	1
EAST WAGGA WAGGA			1					1	4	6	
ESTELLA					1	1			2	4	
FOREST HILL					1		1	3		5	
GLENFIELD PARK	1					1	4	2	3	11	
GOBBAGOMBALIN							1	2			3
HENTY					3						3
HENTY TO HOLBROOK					1						1
HOLBROOK						1	2	2	6	2	13
KOORINGAL						2	1	4	5	12	
LADYSMITH									1		1
LAKE ALBERT			1	1			1	8	3	14	
LLOYD							2		3	5	
LOCKHART						1		1	2	4	
MOUNT AUSTIN						2	1		4	7	
NORTH WAGGA WAGGA					1			2	3	6	
PLEASANT HILLS										1	1
SAN ISIDORE					1		1				2
SPRINGVALE							1			1	2
TARCUTTA									1	2	3
TATTON	1				1		2	2	2	8	
TOLLAND					2	1	1	3	1	8	
TURVEY PARK						1		1	5	7	
WAGGA TO THE ROCK							4				4
WAGGA WAGGA		1	2	5	6	3	8	3	3	28	
WALLA WALLA					1	1				3	5
YERONG CREEK				1							1
URANA						1					1
WALBUNDRIE									1		1
BOREE CREEK									1		1
THE ROCK TO HENTY					1						1
Grand Total	1	1	1	1	5	20	22	26	57	64	198

New Connections

Activity	Suburb	Count of #	Resp.				Grand Total
			CONSGANGS	NEWSERVICE	RURALGANG	WORKS	
■ MTRINST				3			3
	BOMEN			1			1
	BOOROOMA			4			4
	CURRAWARNA			1			1
	FOREST HILL			1			1
	GOBBAGOMBALIN			6			6
	LADYSMITH			1			1
	LAKE ALBERT			5		7	12
	LLOYD			2		3	5
	LOCKHART				1		1
	NORTH WAGGA WAGGA	1					1
	Oaklands				1		1
	SPRINGVALE					1	1
	THE ROCK				1		1
	URANA				1		1
	WAGGA WAGGA		1	1			13
							15
Grand Total		2	25		4	24	55

Water System Repairs

Activity	Date	Suburb	AssetType	Problem	Count of #
■ MAINRPR	■ 1/10/2025	■ URANA	■ Water Main	JOINTLEAK	1
	■ 5/10/2025	■ WALLA WALLA	■ Water Main		1
	■ 9/10/2025	■ LOCKHART	■ Water Main	ROUNDSPLIT	1
	■ 11/10/2025	■ COLLINGULLIE	■ Water Main		1
		■ WAGGA WAGGA	■ Water Main	GROUNDMOVE	1
	■ 13/10/2025	■ PLEASANT HILLS	■ Water Main	JOINTLEAK	1
	■ 14/10/2025	■ THE GAP	■ Water Main	GROUNDMOVE	1
	■ 15/10/2025	■ WALLA WALLA	■ Water Main	JOINTLEAK	1
	■ 17/10/2025	■ WALLA WALLA	■ Water Main	JOINTLEAK	1
	■ 19/10/2025	■ KOORINGAL	■ Water Main	GROUNDMOVE	1
		■ MOUNT AUSTIN	■ Water Main	GROUNDMOVE	1
	■ 20/10/2025	■ BOOROOMA	■ Water Main		1
		■ PLEASANT HILLS	■ Water Main		1
		■ MANGOPLAH TO THE ROC	■ Water Main	JOINTLEAK	1
	■ 21/10/2025	■ MANGOPLAH	■ Water Main	JOINTLEAK	1
		■ MOUNT AUSTIN	■ Water Main	GROUNDMOVE	1
	■ 23/10/2025	■ BOREE CREEK TO URANA	■ Water Main	ROUNDSPLIT	1
	■ 24/10/2025	■ BRUCEDALE	■ Water Main	EXCESSWEAR	1
	■ 27/10/2025	■ WAGGA WAGGA	■ Water Main	EXCESSWEAR	1
	■ 29/10/2025	■ TURVEY PARK	■ Water Main	LONGSPLIT	1
	■ 30/10/2025	■ COLLINGULLIE	■ Water Main	ROUNDSPLIT	1
		■ HOLBROOK	■ Water Main	JOINTLEAK	1
		HOLBROOK	■ Water Main	ROUNDSPLIT	1
		■ TURVEY PARK	■ Water Main	TREEROOTS	1
	■ 31/10/2025	■ NORTH WAGGA WAGGA	■ Water Main	EXCESSWEAR	1
Grand Total					25

Water Quality Complaints

Types	Date	Suburb	Action Taken	Count of SR#
WATERODOUR	21/10/2025	WAGGA WAGGA	Internal Water Quality Matter, suspect internal Zone Contamination.	1
WATERDIRTY	2/10/2025	TOLLAND	Flushed at meter	1
	9/10/2025	GLENFIELD PARK	Flushed water main	1
		LLOYD	Water at meter clear. No issues inside house. Appears issue with hose	1
		SPRINGVALE	Flushed dead end	1
		WAGGA WAGGA	Flushed hydrant	1
	10/10/2025	WAGGA WAGGA	Flushed water main	1
	11/10/2025	GLENFIELD PARK	Flushed main	1
	14/10/2025	WAGGA TO THE ROCK	Flushed service. Very clean. Rang consumer	1
		WAGGA TO THE ROCK	Flushed service. Very clean. Turbidity 1.01 chlorine 0.74	1
	15/10/2025	LAKE ALBERT	Flushed service	1
	16/10/2025	BOURKELANDS	Flushed service until clear	1
		GLENFIELD PARK	Flushed meter	1
		GLENFIELD PARK	Was clean at meter.Flushed nearby culdesac	1
		GOBBAGOMBALIN	Flushed at meter, water was clear	1
	17/10/2025	MOUNT AUSTIN	Gal pipe on owners side	1
	19/10/2025	FOREST HILL	Flushed until clear	1
	21/10/2025	LLOYD	Flushed at meter and street hydrant	1
	23/10/2025	SAN ISIDORE	Flushed meter	1
	24/10/2025	KOORINGAL	Gal pipes on our side put down to get renewed	1
	27/10/2025	TATTON	Flushed main	2
		WAGGA WAGGA	Customer needs to replace gal on there side	1
	29/10/2025	HOLBROOK	Tests were all within ADWG	1
Grand Total				24

New water mains laid – New and Replacement

Summary	WO#	Asset Type	Width	Type	Sum of Meters
Lloyd Stage 11-12, 73 Lot Subdivision 1,113m 100mm oPVC - DICL *Construction Fees paid only	8441	Water Main	100	OPVC	390
50 Ashfords Road, Gregadoo NSW 2650 Lot 1, DP 524499 130m 100mm oPVC re alignment due to substation road access	9329	Water Main	100	DICL	60
		Water Main	100	OPVC	160
The Gap Rd up Becks lane for 1km	8959	Water Main	100	DICL	30
		Water Main	100	OPVC	1660
Old Narrandera Rd The Gap	7674	Water Main	100	OPVC	714
Gossett St main replacement - Gurwood St to Kincaid St	9905	Water Main	100	DICL	186
In front of Yerong Creek Primary School Mains Lowering for LSC table drain work Plans Attached	7175	Water Main	150	DICL	12
Grand Total					3212

Major Repairs / Overhauls

Facility	Work done
Wagga Wagga WTP	Preventative Maintenance
Tarcutta	Filling station upgrades
Tarcutta WTP	Manganese Filter Replacement

Oura WTP	SCADA Upgrades
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Water Filling Station Activity

Location	Number of fills
Bomen Hereford Street	141
Estella Farrer Road	158
Forest Hill Elizabeth Avenue	332
Glenfield Red Hill Road	196
Henty Olympic Way	8
Holbrook Millswood Road	38
Lake Albert Plumpton Road	84
Lockhart Napier Road	108
Pleasant Hills Manson Street	11
Tarcutta	120
The Rock	158
Urana Federation Way	53
Walla Walla Short St	6
Woomargama Murray St	2
Yerong Creek Finlayson Street	6

Fleet Disposals

Vehicle No	Description	Vehicle Type	Make & Model	Year	KMs	Method	Price (ex GST)
453		Extra Cab C/C	Isuzu D-Max SX	2021	112,403	Auction	\$27,045.45
082	Damaged	Box Trailer	With fuel pod	1981	-	Auction	\$210.91
054		Box Trailer		1988	-	Auction	\$273.64
080		Box Trailer		1988	-	Auction	\$182.73
083		Box Trailer	Mirra	1995	-	Auction	\$254.55
084		Box Trailer		1973	-	Auction	\$237.27

456		Box trailer	Roshar	2022	-	Auction	\$590.91
457		Wagon	VW Tiguan	2022	87647	Auction	\$21,590.91
417		Wagon	Ford Everest	2019	102023	Auction	\$27,045.45
098	combination	Mower & trailer	Dean	2011	-	Auction	\$4,181.82
286							
372		Backhoe	JCB 3CX	2016	4920HRS	Auction	\$51,363.64

Fleet Acquisitions

Vehicle No	Tenders received	Accepted Tenderer	Vehicle type	Make/Model	Price ex GST
517	2	Wagga Trucks	11Tonne Truck	Hino FD1124	\$172,696.84
518			Wagon	VW Tiguan	\$53,350.00
520			Wagon	Ford Everest	\$52,207.43
521			Dual cab	Ford Ranger	\$54,111.99
522	5	TotalAg	Tractor & Slasher	Kubota M100GX	\$114,863.64
523	5	Intersales	Backhoe	JCB 3CX Pro	\$248,000.00
524	"	"	Backhoe	JCB 3CX Pro	\$248,000.00
525			Box Trailer 6x4 1400kg	RivSteel	\$2,559,09
526			Box Trailer 7x5 1600kg	RivSteel	\$3,200.00

Strategic Alignment

Our Operations

Assure ongoing service delivery

Financial Implications

Nil

Workforce Implications

Nil

Risk Considerations

Service delivery and Asset Management - Significant or long term disruption	
Low	Riverina Water has a low tolerance for risk of failure of infrastructure assets that would result in significant and/or prolonged disruption to our services and infrastructure that does not have the capacity to meet customer demands.

Risk Alignment

Regular reporting enables management to monitor water production, quality and infrastructure to ensure ongoing capacity to meet customer demands.

R16 Works Report covering November 2025

Organisational Area Engineering

Author Stephen Farrelly, Acting Director Engineering

Summary This report provides an overview of water usage, connections, maintenance and water quality matters during November 2025.

RECOMMENDATION that the Works Report covering November 2025 be received and noted

Report

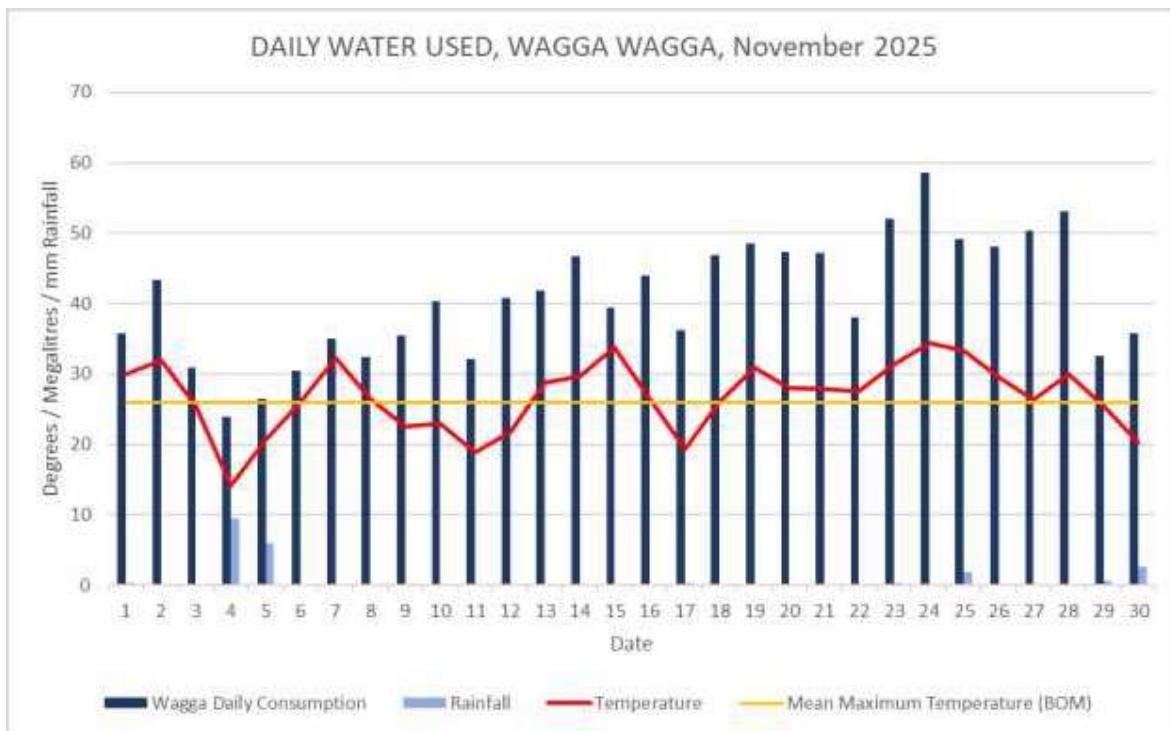
This report provides an overview of water usage, connections, maintenance and water quality matters from the 1 to 30 November 2025.

Water Sourced and Used

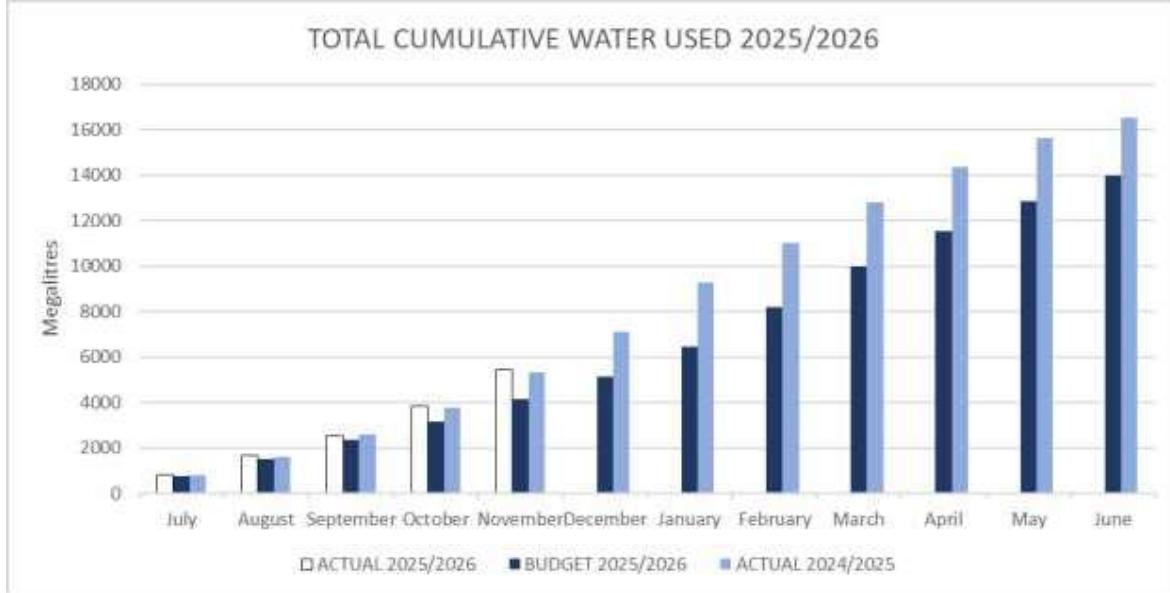
WATER SOURCED - Megalitres [ML]		November		
		2023	2024	2025
Rainfall [mm]		118.2	84.6	22.0
Wet Days		10	8	10
Surface Water Sources				
Murrumbidgee Regulated River Water	Sub-Total	600.4	851.7	1,021.3
Wagga Wagga - Murrumbidgee River		599.2	839.7	1,014.7
Morundah - Yanco Creek		1.20	1.15	0.96
Urana - Colombo Creek		0.0	10.9	5.6
Groundwater Sources	Sub-Total	936.2	739.5	609.5
Wagga Wagga Alluvial Groundwater				
East Wagga Wagga		200.6	180.2	229.9
West Wagga Wagga		304.7	140.0	235.1
North Wagga Wagga		302.9	294.2	0.0
Oura		4.5	5.1	5.1
Mid Murrumbidgee Zone 3 Alluvial Groundwater				
Collingullie		9.3	8.9	8.0
Bulgary		52.5	60.0	65.6
Billabong Creek Alluvial Groundwater				
Walla Walla (near Culcairn)		24.5	15.4	19.8
Ralvona		22.4	21.9	26.2
Walbundrie		4.5	3.3	5.3
Gundagai Alluvial Groundwater (Tarcutta)		4.6	4.9	6.1
Lachlan Fold Belt MDB Groundwater				
Woomargama		1.0	1.3	1.4
Humula		0.5	0.6	0.7
Goldenfields Water (bulk supply)		4.3	3.9	6.3
Surface and Groundwater - TOTAL		1,536.6	1,591.2	1,630.8

WATER SUPPLIED - Megalitres [ML]		November		
		2023	2024	2025
Greater Wagga Wagga	Wagga Wagga System	Sub-Total	929.3	980.7
	Wagga Low Level		170.8	125.6
	Wagga High Level		646.2	694.5
	Bellevue/Glenoak Level		105.1	104.6
	Ladysmith		7.2	8.3
	Gregadoo			47.6
	North Wagga System	Sub-Total	323.6	286.6
	North Wagga/Bomen		103.1	82.0
	East Bomen		24.7	24.3
	Estella		148.2	136.3
Rural	Rural - Brucedale		28.4	21.5
	Rural - The Gap/Tooyal			13.5
	Rural - Currawarna/Cottee		19.2	9.0
	GREATER WAGGA WAGGA - TOTAL	1,252.9	1,267.3	1,281.5
	Southern Trunk System	Sub-Total	158.1	142.7
	(Southern Trunk- Rural Connections)			53.2
	San Isadore			10.2
	Kapooka			15.1
	Uranquinty			15.6
	The Rock			9.5
Independent Villages	Mangoplah			2.3
	Yerong Creek			2.4
	Pleasant Hills			9.1
	Milbrulong			0.3
	Henty			13.0
	Morven			4.9
	Walla Walla			7.3
	Transferred to Western Trunk			0.0
	Western Trunk System	Sub-Total	60.7	60.0
	(Western Trunk - Rural Connections)			29.6
Independent Villages	Lockhart			16.1
	Boree Creek			2.4
	Urana			6.0
	Oaklands			6.0
	Transferred from Southern Trunk			0.0
	Independent Villages	Sub-Total	47.1	46.3
Independent Villages	Collingullie			8.3
	Humula			0.6
	Morundah			1.1
	Oura			5.1
	Woomargama			1.3
	Tarcutta			4.7
	Holbrook			21.9
RURAL - TOTAL	Walbundrie-Rand			26.3
				5.4
	RURAL - TOTAL	265.9	249.0	274.7
GREATER WAGGA WAGGA & RURAL - TOTAL		1,518.8	1,516.2	1,556.2

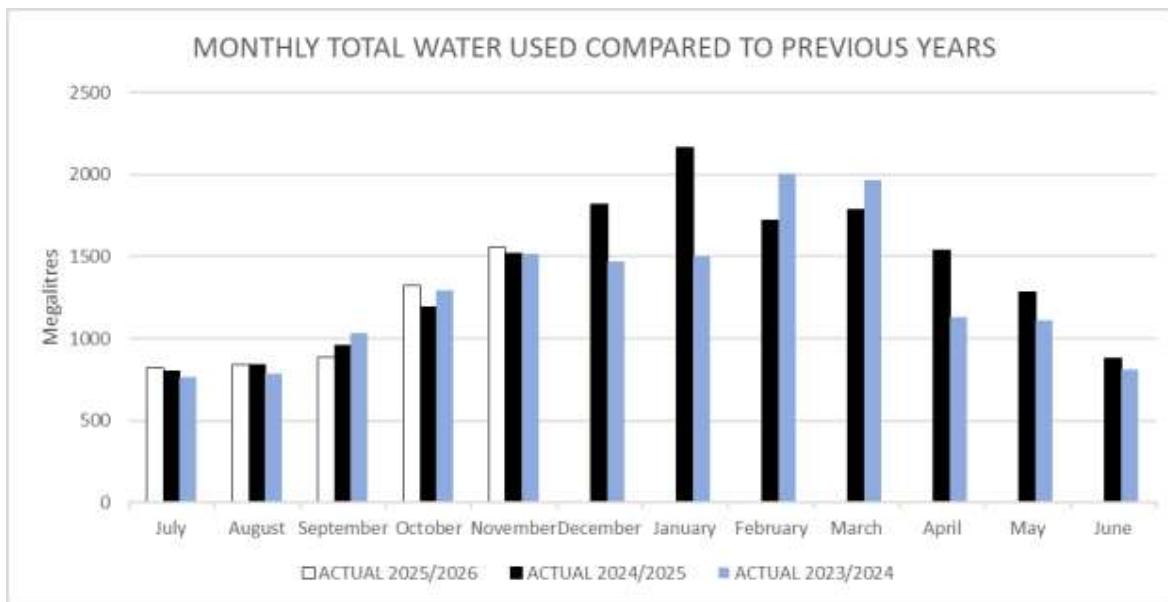
Graph 1



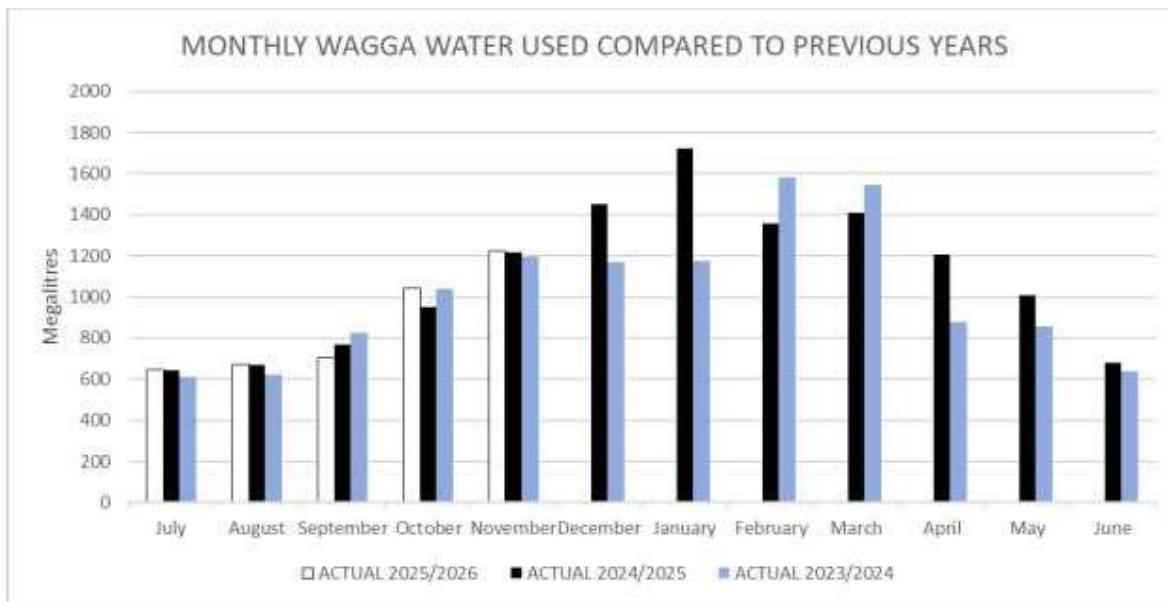
Graph 2



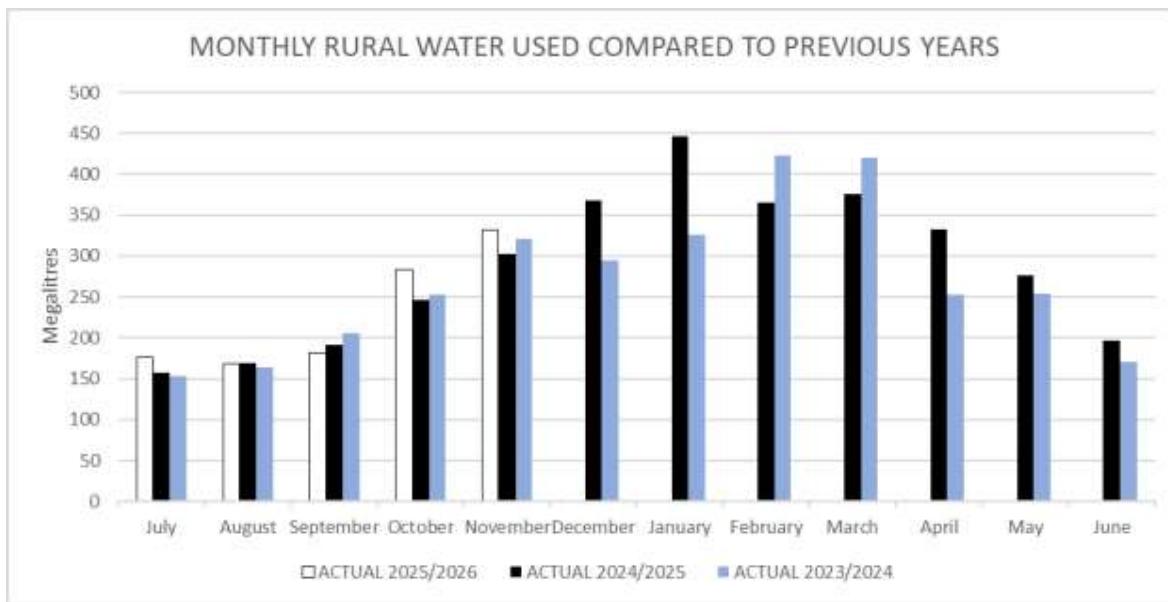
Graph 3



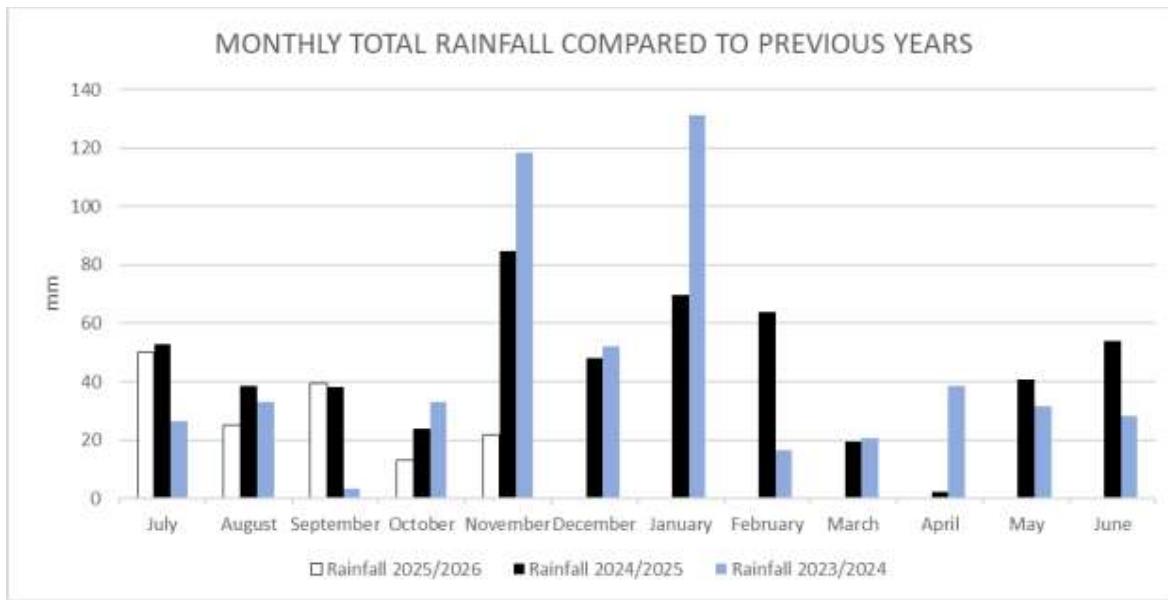
Graph 4



Graph 5



Graph 6



Repairs, Meters, Locations and Complaints

Suburb	DISCONNECT	WATERHAMMER	HYDMINT	WATERODOUR	LOCATE	WATERDIRTY	PRESSURE	METERCOCKFAIL	WATERLEAK	METERLEAK	Grand Total
Suburb Not Recorded								1	2	2	5
ASHMONT		1			1	1		1	5	7	16
BOOROOMA								1		2	3
BOURKELANDS									2		2
BRUCEDALE						1	1			1	3
COLLINGULLIE									3		3
CURRAWARNA						1					1
EAST WAGGA WAGGA									2		2
ESTELLA									1	2	3
FOREST HILL							1			4	5
GLENFIELD PARK									2	8	10
HENTY									1		1
HOLBROOK						1			1	4	6
KOORINGAL		1	1			1	4		2	6	15
LADYSMITH									2		2
LAKE ALBERT	1			1			1		2	4	9
LLOYD				1							1
LOCKHART								2			2
MOUNT AUSTIN						2	1	1	2	6	
PLEASANT HILLS										1	1
SAN ISIDORE						1					1
SPRINGVALE								1		1	2
TARCUTTA								1		2	3
TATTON			1						2	2	5
TOLLAND	1							1	1	3	6
TURVEY PARK		2	1					1	3	1	8
URANQUINTY										3	3
WAGGA TO THE ROCK						1					1
WAGGA WAGGA				1	1	4	5	9	12	32	
WALLA WALLA									2		2
LOCKHART TO THE ROCK	1					1					2
CULCAIRN										1	1
HENTY TO CULCAIRN									1		1
MOORONG						1					1
RAND			1								1
THE ROCK								1			1
OURA						2					2
BIDGEEMIA									2		2
URANA						1		1			2
OAKLANDS										1	1
BOREE CREEK								1			1
THE ROCK TO HENTY									1		1
KAPOOKA						1					1
Grand Total	1	1	2	4	4	8	15	24	48	69	176

New Connections

Activity	Suburb	Count of #	Resp.	NEWSERVICE	RURALGANG	WORKS	Grand Total
✉ MTRINST	BOOROOMA			15		3	18
	CURRAWARNA			1			1
	ESTELLA			2			2
	GOBBAGOMBALIN			4			4
	HENTY				1		1
	HOLBROOK				3		3
	KOORINGAL			1			1
	LAKE ALBERT			2		2	4
	LLOYD			3			3
	LOCKHART				1		1
	PLEASANT HILLS				2		2
	SPRINGVALE					1	1
	URANA				1		1
Grand Total		28		8		6	42

Water System Repairs

Activity	Date	Suburb	Problem	AssetType	Count of #
✉ MAINRPR	✉ 3/11/2025	✉ WALLA WALLA	✉ LONGSPLIT	Water Main	1
	✉ 5/11/2025	✉ BIDGEEMIA	✉ LONGSPLIT	Water Main	1
		✉ WAGGA WAGGA	✉ TREEROOTS	Water Main	1
	✉ 6/11/2025	✉ MILBRULONG	✉ ROUNDSPLIT	Water Main	1
	✉ 8/11/2025	✉ ASHMONT	✉ GROUNDMOVE	Water Main	1
		✉ HENTY TO CULCAIRN	✉ LONGSPLIT	Water Main	1
	✉ 10/11/2025	✉ BRUCEDALE	✉	Water Main	1
		✉ HOLBROOK	✉ JOINTLEAK	Water Main	1
	✉ 12/11/2025	✉ LAKE ALBERT	✉	Water Main	1
	✉ 13/11/2025	✉ LAKE ALBERT	✉ GROUNDMOVE	Water Main	1
	✉ 15/11/2025	✉ HENTY TO HOLBROOK	✉	Water Main	1
	✉ 18/11/2025	✉ COLLINGULLIE	✉	Water Main	1
		✉ FOREST HILL	✉ EXCESSWEAR	Water Main	1
		✉ THE ROCK	✉	Water Main	1
		✉ WAGGA WAGGA	✉ JOINTLEAK	Water Main	1
	✉ 21/11/2025	✉ NORTH WAGGA	✉ JOINTLEAK	Water Main	1
	✉ 23/11/2025	✉ PLEASANT HILLS	✉ ROUNDSPLIT	Water Main	2
	✉ 24/11/2025	✉ WALLA WALLA	✉ LONGSPLIT	Water Main	1
	✉ 25/11/2025	✉ MOUNT AUSTIN	✉ GROUNDMOVE	Water Main	1
	✉ 26/11/2025	✉ BOREE CREEK	✉ CORROSION	Water Main	1
Grand Total					21

Water Quality Complaints

Types	Date	Suburb	Action Taken	Count of SR#
WATERODOUR	4/11/2025	TURVEY PARK	Free Cl2 1.40, Total Cl2 1.48 mg/L, Turb 0.16 NTU, pH 7.36, Smelt fine, No Taste All within ADWG.	1
	19/11/2025	RAND	Called Brett 10:50am regarding chlorine levels and emailed report for Walbundrie Rand water supply	1
	25/11/2025	KOORINGAL	All tests within ADWG, Appearance Fine, No Odour, pH 7.52 mg/L, Turbidity 0.38 NTU, Free Cl2 1.74mg/L, Total mg/L 1.82 mg/L	1
WATERDIRTY	2/11/2025	ASHMONT	Flushed service	1
	3/11/2025	LAKE ALBERT	Flushed at meter	1
	6/11/2025	LLOYD	Flushed service	1
	11/11/2025	OURA	Water treatment operators sorting out dirty water issues	1
	17/11/2025	OURA	Flushed at meter until clean. Long run up to customer house means could be a issue on there side	1
	19/11/2025	MOORONG	Flushed main until clean	1
	20/11/2025	WAGGA TO THE ROCK	Flushed service. Was dirty. Consumer was happy	1
	28/11/2025	WAGGA WAGGA	Flushed at meter. Gal on our side needs replacing	1
Grand Total				11

New water mains laid – New and Replacement

Summary	WO#	Asset Type	Width	Type	Sum of Meters
Gossett St main replacement - Gurwood St to Kincaid St	9905	Water Main	100	DICL	40
Blamey St, Mitchelmore to Heath St, Turvey Park	9139	Water Main	100	DICL	18
Mate St Tarcutta replace 50mm PVC line	8971	Water Main	100	DICL	48
Fernleigh Rd, Bluett St to Heath St	9141	Water Main	100	OPVC	45
Grand Total					373

Major Repairs / Overhauls

Facility	Work done
Wagga Wagga WTP	Preventative Maintenance
West Wagga WTP	Shires pump 3 annual maintenance
Holbrook Low Level Reservoir	SCADA Upgrades
Oura WTP	SCADA Upgrades
Tarcutta WTP	Manganese Filter Replacement
Oura Reservoir	SCADA Upgrades

Water Filling Station Activity

Location	Number of fills
Bomen Hereford Street	170
Estella Farrer Road	180

Forest Hill Elizabeth Avenue	321
Glenfield Red Hill Road	230
Henty Olympic Way	15
Holbrook Millswood Road	24
Lake Albert Plumpton Road	187
Lockhart Napier Road	299
Pleasant Hills Manson Street	7
Tarcutta	97
The Rock	78
Urana Federation Way	61
Woomargama Murray St	2
Yerong Creek Finlayson Street	19

Fleet Disposals

Vehicle No	Description	Vehicle Type	Make & Model	Year	KMs	Method	Price (ex GST)
383		Dual Cab	Holden Colorado	2017	132,187	Auction	\$21,590.91

Fleet Acquisitions

Vehicle No	Tenders received	Accepted Tenderer	Vehicle type	Make/Model	Price ex GST
Nil					

Strategic Alignment

Our Operations
Assure ongoing service delivery

Financial Implications

Nil

Workforce Implications

Nil

Risk Considerations

Service delivery and Asset Management - Significant or long term disruption	
Low	Riverina Water has a low tolerance for risk of failure of infrastructure assets that would result in significant and/or prolonged disruption to our services and infrastructure that does not have the capacity to meet customer demands.

Risk Alignment

Regular reporting enables management to monitor water production, quality and infrastructure to ensure ongoing capacity to meet customer demands.

CONF-1 Confidential Minutes of Audit, Risk and Improvement Committee held on 13 November 2025

Organisational Area Chief Executive Officer

Author Melissa Vincent, Executive Assistant

Summary This report presents the minutes of the Audit, Risk and Improvement Committee meeting held on 13 November 2025

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.

CONF-2 PFAS Management update

Organisational Area Engineering

Author Troy van Berkel, Director Engineering

Summary This report provides an update to the Board on Riverina Water's proactive management of the PFAS risks across Riverina Water's supply systems and to provide an overview of broader industry developments relating to PFAS.

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:

(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

CONF-3 Electricity Contract renewal

Organisational Area Corporate Services

Author Catherine Smith, Procurement Coordinator

Summary There are two current electricity retail contracts relating to Riverina Water's large and small sites. The large site contract is due to expire on 31 December 2026, and the small site contract is due to expire 30 June 2027. The next electricity contact negotiations are expected to occur anytime during 2026 depending on opportune market conditions. To maximise favourable market conditions for electricity procurement, fast response times to negotiate and approve the best value offer is required (given very limited acceptance times frames)

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