

# Minutes of the Meeting of Riverina Water County Council held on Thursday 27 June 2024

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**The meeting of the Riverina Water County Council Board was declared open at 10:02am.**

## **Present**

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

## **In Attendance**

Chief Executive Officer	(Andrew Crakanthorp)
Director Corporate Services	(Emily Tonacia)
Director Engineering	(Troy van Berkel)
Governance & Corporate Planning Officer	(Wendy Reichelt)
Executive Assistant to Chief Executive Officer	(Melissa Vincent)
Customer & Communication Team Leader	(Josh Lang)
Customer & Engagement Officer	(Derek Motion)
Trainee ICT Officer	(Riley Campton)
People & Culture Business Partner	(Justin Wunsch)

## **Livestreaming of Meeting**

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

## **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.

## Acknowledgment of Country

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

## Apologies

Nil

## Declaration of pecuniary and non-pecuniary interests

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

Chairperson Tim Koschel declared a significant pecuniary interest in R2 Investment policy the reason being working for a financial institute which is named in the report and left the meeting during the discussion.

## Confirmation of Minutes

**24/053 RESOLVED:**

On the Motion of Councillors T Quinn and J McKinnon

**That the minutes of the meeting of 18 April 2024, having been circulated and read by Members, were confirmed as a true and accurate record of the proceedings.**

**CARRIED**

## Correspondence

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

Staff Consultative Committee: Forwarding a copy of Minutes of the meeting held on 28 March 2024 & 23 May 2024

Work Health & Safety Committee: Forwarding a copy of Minutes of the meeting held on 12 June 2024

**24/054 RESOLVED:**

On the Motion of Councillors D Meyer OAM and M Henderson

**That the correspondence be received.**

**CARRIED**

## Procedural Motion – En Globo

**24/055 RESOLVED:**

On the Motion of Councillors G Davies and J McKinnon

**That the standing orders be varied for the meeting as set out hereunder:**

- **Items where the Board Members intend to vote against the recommendation;**
- **Items where the Board Members wish to speak on**

**CARRIED**

**24/056 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That R1, R4, R6, R8, R9, R11, R12, R15, R16, R18, R19, CONF 1 be adopted as recommended in the business paper.**

**CARRIED**

## Open Reports

**R1 List of Investments**

**24/057 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That the Board receive and note the report detailing external investments for the months of April 2024 and May 2024.**

**CARRIED**

*Tim Koschel left the meeting at 10:08am*

**R2 Investments Policy**

**24/058 RESOLVED:**

On the Motion of Councillors T Quinn and J McKinnon

**That Council:**

- Note the proposed changes to POL 4.10 – Investments Policy;**
- Place the draft POL 4.10 – Investments Policy on public exhibition from 28 June 2024 to 26 July 2024 and invite public submissions on the draft policy; and**
- Receive a further report following the exhibition and submission period:**
  - Addressing any submissions made in respect of the proposed POL 4.10 – Investments Policy**
  - Proposing the adoption of the Policy unless there are any recommended amendment deemed to be substantial and requiring a further public exhibition period**

**d) Further review the policy with regards to the sustainability provisions to ensure consistency of application.**

**CARRIED**

*Tim Koschel returned to the meeting at 10:11am*

**R3 Extraordinary Board Meeting - 29 August 2024 to approve financial statements**

**24/059 RESOLVED:**

On the Motion of Councillors T Quinn and G Davies

**That the Board approve the holding of an extraordinary meeting of the Board to occur on Thursday 29 August 2024 at 9.30am to approve the annual financial statements.**

**CARRIED**

**R4 Donations and Sponsorships 2023/24**

**24/060 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That Council receive and note the report.**

**CARRIED**

**R5 Delegation - Writing off rates and charges**

**24/061 RESOLVED:**

On the Motion of Councillors M Henderson and J McKinnon

**That:**

**Delegate authority to the CEO to write off rates and charges up to the value of \$5,000 in the case of debt management, financial hardship or eligible undetected leak rebate in accordance with the Local Government (General) Regulation 2021**

**b) That any amounts above this delegation be referred to the Board for determination via resolution**

**c) That the Board receive a six monthly report of rate and charges write offs related to debt management and financial hardship, in addition to the summary of undetected leak rebates**

**d) Note that delegations to the CEO will be reviewed and updated in line with this resolution, and that the CEO will operationally review delegations for other staff accordingly**

**CARRIED**

**R6 Assistance for Undetected Water Leaks Provided 2023-24**

**24/062 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That Council receive and note the report.**

**CARRIED**

**R7 2024 Customer Satisfaction Survey**

**24/063 RESOLVED:**

On the Motion of Councillors G Davies and J McKinnon

**That Council:**

- a) Receive and note the report; and**
- b) Acknowledge and thank staff for their ongoing good work as reflected in the consistent results of the community satisfaction survey results year-on-year.**

**CARRIED**

**R8 Draft Donations and Sponsorship Policy**

**24/064 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That Council adopt the Donations and Sponsorships Policy, noting there were no submissions received during the public exhibition period.**

**CARRIED**

**R9 Proposed Donation of Permanent Filling Station**

**24/065 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That Council:**

- a) Approve funding of up to \$6000 to Erin Earth for the purchase of a permanent water bottle filling station, to be funded from the unused annual allocation for member Councils**
- b) That Erin Earth be required to provide an acquittal to Riverina Water at completion of the project**

**CARRIED**

**R10 Adoption revised Delivery Program 2022/23-2025/26 and Operational Plan 2024/25**

**24/066 RESOLVED:**

On the Motion of Councillors T Quinn and G Davies

**That Council:**

- a) Adopt the 2024-25 Operational Plan and revised Delivery Program 2022/23 – 2025/26, as exhibited and following close of public comments, subject to the proposed changes listed in the body of this report; and**
- b) Confirm Fees and Charges for the 2024-25 financial year, as outlined in the 2024-25 Operational Plan.**

**CARRIED**

**R11 Determination of fees for Board Members, Chairperson and ARIC members**

**24/067 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That Council:**

- a) Approve a 3.75% increase in board member and chairperson fees for the 2024/25 financial year in line with the determination made by the Local Government Remuneration Tribunal.**
- b) Approve a 3.75% increase in ARIC member and chairperson fees for the 2024/25 financial year.**
- c) Receive a report in June 2025 for the newly elected board to resolve the basis of annual increase for ARIC Chairperson and member fees.**

**CARRIED**

**R12 Role of the Chairperson and Board Members during the Election Caretaker Period**

**24/068 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That Council:**

- a) Receive and note the report**
- b) Note that a further report will be submitted to the August meeting to assign delegated authority in the period following the election until a Chairperson is elected at the first meeting of the new Board**
- c) Note that a further report will be submitted to the August 2024 meeting with a view to rescheduling the October 2024 ordinary meeting of the Board.**

**CARRIED**

Jenny McKinnon left the meeting at 10:45am

**R13 Lost Time Injury Statistics July 2023 - 14 June 2024**

**24/069 RESOLVED:**

On the Motion of Councillors T Quinn and G Davies

**That the Board receive and note the statistics report for Lost Time Injuries for the period July 2023 to March 2024.**

**CARRIED**

Jenny McKinnon returned to the meeting at 10:47am

**R14 Local Government NSW - 2024 Water Management Conference**

**24/070 RESOLVED:**

On the Motion of Councillors T Quinn and G Davies

**That:**

- a) Riverina Water be represented at the Local Government New South Wales 2024 Water Management Conference**
- b) The Chairman or his nominee attend as a voting delegate**
- c) Nominations of other Board Members to attend be called**
- d) The Chief Executive Officer and Manager Operations or their nominees attend as observers**

**CARRIED**

Councillors Quinn and Bourke expressed an interest in attending should schedules allow it.

**R15 Local Government NSW Annual Conference**

**24/071 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That Council:**

- a) Approve the attendance of the Chairperson and the CEO at the 2024 LGNSW Annual Conference to be held in the Tamworth Regional Entertainment and Conference Centre from Sunday 17 November to Tuesday 19 November 2024**
- b) elect the Chairperson as Council's voting at the Conference**
- c) Nominations be called for other Board Members to attend in late October 2024.**

**CARRIED**

**R16          Acting Chief Executive Officer for 1 July 2024 - 30 June 2025**

**24/072      RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That:**

- a) **The Board appoints the Director Engineering to act in the role of Chief Executive Officer when the Chief Executive Officer is absent between 1 July and 30 September 2024;**
- b) **The Board appoints the Director Corporate Services to act in the role of Chief Executive Officer when the Chief Executive Officer is absent between 1 October and 31 December 2024;**
- c) **The Board appoints the Director Engineering to act in the role of Chief Executive Officer when the Chief Executive Officer is absent between 1 January and 31 March 2025;**
- d) **The Board appoints the Director Corporate Services to act in the role of Chief Executive Officer when the Chief Executive Officer is absent between 1 April and 30 June 2025.**
- e) **In the event a Director acting in the role of Chief Executive Officer is absent, the other Director act in the role of Chief Executive Officer.**

**CARRIED**

**R17          Council Resolution Sheet**

**24/073      RESOLVED:**

On the Motion of Councillors T Quinn and G Driscoll

**That the report detailing the status of the active resolutions of Riverina Water be received.**

**CARRIED**

**R18          Works Report covering April 2024**

**24/074      RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That the Works Report covering April 2024 be received and noted.**

**CARRIED**

**R19          Works Report covering May 2024**

**24/075      RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That the Works Report covering May 2024 be received and noted.**

**CARRIED**

## Questions and statements

The following questions and statements were made by those present:

1. Ms Tonacia provided an update to the Board on the Flow Project. She further advised that the payroll system went live on Monday 24 June 2024 and all employee based tasks (i.e. leave requests etc) are now being done in the new system. On Monday 1 July the Finance and Assets modules will be turned on as the remainder of the project.
2. Councillor Koschel thanked Emily and her staff for their hard work for the duration of the project
3. Mr Crakanthorp also acknowledged the hard work by the whole team and noted we were fortunate to have a project manager for the duration of the project. Infor have helped fund a celebration for staff involved. Management are now turning attention to a self-service customer portal.

## Closed Council

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

No members of the public were present or made representations.

**24/076 RESOLVED:**

On the Motion of Councillors D Meyer OAM and M Henderson

**That the Council now resolve itself into a Closed Council, the time being 10:56am.**

**CARRIED**

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

## Confidential Reports

**CONF-1 Confidential Minutes of Audit, Risk and Improvement Committee held on 8 May 2024**

**24/077 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That Council endorses the recommendations contained in the minutes of the Confidential Audit, Risk and Improvement Committee meeting held on 8 May 2024.**

**CARRIED**

*Georgie Davies left the meeting at 11:01am*

*Georgie Davies returned to the meeting at 11:04am*

*Tony Quinn left the meeting at 11:04am*

**CONF-2 Transport for NSW Compulsory Land Acquisition of part 89-91 Hammond Ave East Wagga Wagga**

**24/078 RESOLVED:**

On the Motion of Councillors G Driscoll and J McKinnon

**That the Board accept \$10,000 compensation offer from Transport for NSW (TfNSW) for the compulsory acquisition of 37.4m long x 4m wide strip of land required for the Marshalls Creek bridge reconstruction project and delegate authority to the CEO to sign relevant documents in relation to the acquisition.**

**CARRIED**

*Tony Quinn returned to the meeting at 11:09am*

**CONF-3 Tender - RFT2024/04 W320 - Sludge Thickening Tank Remediation**

**24/079 RESOLVED:**

On the Motion of Councillors G Driscoll and J McKinnon

**That the Board**

- a) Accepts the Tender Submission from National Concrete Solutions Pty Ltd under a lump sum contract for the amount specified in the report in accordance with Specification W320.**
- b) Authorise the Chief Executive Officer to enter into a contract for the Sludge Thickening Tank Remediation project.**
- c) Approve additional budget (as outlined in the report) for the remediation of the Wagga Wagga Water Treatment Plant Sludge Thickening Tank project within the 2024/25 Capex budget.**

**CARRIED**

**Reversion to Open Council**

**24/080 RESOLVED:**

On the Motion of Councillors G Davies and M Henderson

**That this meeting of the Closed Council revert to an open meeting of the Council, the time being 11:10am.**

**CARRIED**

**Decisions Read Aloud**

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

*Gail Driscoll left the meeting at 11:11am*

*Gail Driscoll returned to the meeting at 11:12am*

**This concluded the meeting of the Riverina Water County Council Board which rose at 11:12am**