

**MINUTES of the MEETING of RIVERINA WATER COUNTY COUNCIL,
held at 91 HAMMOND AVENUE, WAGGA WAGGA,
on WEDNESDAY, 22ND FEBRUARY 2017 at 9.30 am**

PRESENT: Clr. Y. Braid, Clr. P. Funnell, Clr. V. Keenan, Clr. T. Koschel, Clr. D Meyer OAM, Clr. T. Quinn and Clr. G. Verdon.

The General Manager, Director of Engineering and Corporate Services Manager.

ACKNOWLEDGEMENT OF COUNTRY

- 17/1 Chairperson Clr. Verdon read out the Acknowledgement of Country.
- 17/2 Apologies for non-attendance were received from Clr. G. Conkey and Mr. I. Kreuzberger, and a leave of absence for Clr. Conkey was GRANTED on the motion of Clrs. Quinn and Funnell.

DECLARATION OF PECUNIARY & NON-PECUNIARY INTEREST

- 17/3 No declarations of Pecuniary & Non-pecuniary interest received.

CONFIRMATION OF MINUTES

- 17/4 The Minutes of the Meeting of 9th December 2016 having been circulated and read by the Members, were taken as being CONFIRMED on the motion of Clrs. Meyer OAM and Braid.

CORRESPONDENCE

LOCAL GOVERNMENT NSW: forwarding a copy of Weekly Circulars 49/16 – 06/17.

STAFF CONSULTATIVE COMMITTEE: (5 January 2017) forwarding Minutes of the Staff Consultative Committee Meeting held 13 December 2016.

HEALTH AND SAFETY COMMITTEE: (14 December 2016) forwarding Minutes of the Health and Safety Committee Meeting held 14 December 2016.

HEALTH AND SAFETY COMMITTEE: (21 February 2017) forwarding Minutes of the Health and Safety Committee Meeting held 15 February 2017.

- 17/5 RESOLVED, on the motion of Clrs. Koschel and Quinn that the correspondence be received.

GENERAL MANAGER'S REPORT

FINANCIAL STATEMENTS – LIST OF INVESTMENTS

- 17/6 RESOLVED on the motion of Clrs. Meyer OAM and Koschel that the report detailing Council's external investments for the months of December 2016 and January 2017 be received.

QUARTERLY BUDGET REVIEW – PERIOD ENDED 31ST DECEMBER 2016

- 17/7 RESOLVED on the motion of Clrs. Braid and Quinn that the Quarterly Budget Review for the period ended 31st December 2016 be received and adopted.

OPERATIONAL PLAN – PERFORMANCE TARGETS

- 17/8 RESOLVED on the motion of Clrs. Funnell and Braid that the report detailing progress as at 31st December 2016, achieved towards the various objectives set out in the 2016/2017 Operational Plan be noted and received.

CUSTOMER ADVISORY COMMITTEE

- 17/9 RESOLVED on the motion of Clrs. Quinn and Funnell that Council establish a Customer Advisory Committee consisting of all Riverina Water Councillors, plus three additional persons nominated from industrial, commercial and residential users respectively. The three Shire constituent councils being invited to jointly nominate one representative, and Wagga Wagga City Council nominate two representatives.

REVIEW OF CODE OF CONDUCT

- 17/10 RESOLVED on the motion of Clrs. Meyer OAM and Braid that Riverina Water County Council defer its review of Policy 1.1 Code of Conduct until such time as the Office of Local Government issues a revised Draft Code of Conduct.

REVIEW OF CODE OF MEETING PRACTICE

- 17/11 RESOLVED on the motion of Clrs. Meyer OAM and Braid that Riverina Water County Council defer its review of Policy 1.2 Code of Meeting Practice until such time as the Office of Local Government issues a revised Draft Code of Meeting Practice.

POLICY 1.17 INTERNAL AUDIT

- 17/12 RESOLVED on the motion of Clrs. Meyer OAM and Funnell that Riverina Water County Council adopt Policy 1.17 Internal Audit Policy.

DRAFT POLICY 1.16 ACKNOWLEDGEMENT OF COUNTRY

17/13 RESOLVED on the motion of Clrs. Meyer OAM and Funnell that Riverina Water County Council adopt Draft Policy 1.16 Acknowledgement of Country.

DRAFT POLICY 1.22 BUSINESS CONTINUITY

17/14 RESOLVED on the motion of Clrs. Meyer OAM and Funnell that Riverina Water County Council adopt Draft Policy 1.22 Business Continuity.

DRAFT POLICY 1.23 INVESTMENTS

17/15 RESOLVED on the motion of Clrs. Meyer OAM and Funnell that Riverina Water County Council adopt Draft Policy 1.23 Investments.

POLICY 1.25 SPONSORSHIPS

17/16 RESOLVED on the motion of Clrs. Meyer OAM and Funnell that Riverina Water County Council adopt Policy 1.25 Sponsorships.

DRAFT INTERNAL POLICY 3.16 STAFF TRAVEL EXPENSES

17/17 RESOLVED on the motion of Clrs. Meyer OAM and Funnell that Riverina Water County Council adopt Draft Internal Policy 3.16 Staff Travel Expenses.

DRAFT POLICY 4.1 EQUAL EMPLOYMENT OPPORTUNITY POLICY

17/18 RESOLVED on the motion of Clrs. Meyer OAM and Funnell that the Draft Policy 4.1 Equal Employment Opportunity and Anti-Discrimination be adopted.

POLICY 4.2 SMOKE FREE ENVIRONMENT

17/19 RESOLVED on the motion of Clrs. Meyer OAM and Funnell that Riverina Water County Council adopt Policy 4.2 Smoke Free Environment.

APPOINTMENT OF INDEPENDENT MEMBERS OF THE AUDIT AND RISK COMMITTEE

17/20 RESOLVED on the motion of Clrs. Meyer OAM and Koschel that the Council consider the General Manager's Report "Appointment of Independent Members of the Audit and Risk Committee" whilst the meeting is closed to the public as it relating to personnel matters about an individual, as prescribed by Section 10A(2)(a) of the Local Government Act 1993.

PERFORMANCE REVIEW – GENERAL MANAGER

- 17/21 RESOLVED on the motion of Clrs. Meyer OAM and Koschel that the Council consider the Chairman’s Report “Performance Review – General Manager” whilst the meeting is closed to the public as it relating to personnel matters about an individual, as prescribed by Section 10A(2)(a) of the Local Government Act 1993.

RECRUITMENT OF GENERAL MANAGER

- 17/22 RESOLVED on the motion of Clrs. Meyer OAM and Koschel that the Council consider the General Manager’s Report “Recruitment of General Manager” whilst the meeting is closed to the public as it relates to commercial information of a confidential nature that would, if disclosed: prejudice the commercial position of the person who supplied it, as prescribed by Section 10A(2)(d)(i) of the Local Government Act 1993.

COUNCIL RESOLUTION SHEET

- 17/23 RESOLVED on the motion of Clrs. Funnell and Braid that Council receive and note Council’s Resolution Sheet.

DIRECTOR OF ENGINEERING’S REPORT FOR MONTH OF DECEMBER 2016

- 17/24 RESOLVED on the motion of Clrs. Braid and Funnell that the Director of Engineering’s report covering the month of December 2016 be received and noted.

DIRECTOR OF ENGINEERING’S REPORT FOR MONTH OF JANUARY 2017

- 17/25 RESOLVED on the motion of Clrs. Braid and Funnell that the Director of Engineering’s report covering the month of January 2017 be received and noted.

Clr. Keenan entered the meeting, the time being 10.16am.

CONTRACT W195 – WATER TREATMENT PLANT (WTP) PROGRESS REPORTS

- 17/26 RESOLVED on the motion of Clrs. Funnell and Koschel that Council receive and note these reports.

CONTRACT W195 – WATER TREATMENT PLANT (WTP) PROGRESS REPORT

17/27 RESOLVED on the motion of Clrs. Funnell and Koschel that the Council consider the Director of Engineering's Report "Contract W195 – Water Treatment Plant (WTP) Progress Report" whilst the meeting is closed to the public as it relates to commercial information of a confidential nature that would, if disclosed: prejudice the commercial position of the person who supplied it, as prescribed by Section 10A(2)(d)(i) of the Local Government Act 1993.

QUESTIONS AND STATEMENTS

17/28 Clr. Quinn: Asked what Director of Engineering's position is of Riverina Water connecting to Greater Hume Council's Villages Water Scheme.

Director of Engineering: Take on notice, 8 km could be approximately \$150,000 - \$200,000.

Chairperson: Needs to be an invitation from Greater Hume for Riverina Water County Council to investigate?

17/29 Clr. Funnell: Received a few calls, intensive flushing in Beckwith Street.

Director of Engineering: Two water main bursts, Sunday night, affected Forsyth/Morgan Streets, the first one resulted in the 2nd burst, getting a sample of pipe to see if it needs replacing. One section replaced 15 years ago and the original burst in a very old cast iron main. Not sure if second burst was at the join.

Clr. Funnell left meeting at 10.45 am.

17/30 Clr. Meyer OAM: Issue with meter – fixed in a couple of hours.

Director of Engineering: Customer Survey carried out 12months ago, response time improved, good responses to customer requests.

17/31 Clr. Meyer OAM: Noticed water usage from Filling Stations vary, are Councils drawing water out?

Director of Engineering: Following up unorthodox extraction techniques. Water filling stations run at a loss, never make up installation cost. Community service to those that don't have water connected. Looking at extending Water Filling Stations to Urana.

17/32 Clr. Keenan: Apology for lateness, commend staff for policy reviews, particularly Acknowledgement of Country and Customer Advisory Committee.

General Manager: Will write to Councils for nominations to Customer Advisory Committee.

17/33 Clr. Koschel: Apology for absence at last week's General Manager's Review and thank you to Clr. Braid for stepping in. Asked for update on Junction Motor Inn?

General Manager: RWCC had renewed all the water main adjacent and near driveway. Not all the remainder in front of the motel, but this will be abandoned in 12 months. RWCC to repair grass, sprinkler system and footpath when weather permits.

17/34 Clr. Braid: Thank you for itemised reporting system.

17/35 Clr. Verdon: Asked Director of Engineering that the staff replacing of mains in back lane, asked if it could investigated to be extended down further to Corner Yerong and Britten Streets.

17/36 General Manager: There is proposed to be meeting with Water County Councils in Sydney in May with Minister of Water.

17/37 Director of Engineering: Undertaking a trial of ice pigging in Oura, have received a number of complaints on the colour of water over the years. Plug of ice inserted up the pipe under pressure, if successful, implementing program in old central part of Wagga Wagga.

17/38 Clr. Verdon: Next Meeting will be Wednesday, 27th April 2016.

RESOLUTION TO MOVE INTO CLOSED COUNCIL

17/39 RESOLVED, on the motion of Clrs. Funnell and Meyer OAM that Council now resolve itself into Closed Council to consider business identified.

Council closed its meeting at 11.00 am.

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.

CLOSED COUNCIL

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.

17/40 RESOLVED, on the motion of Clrs. Funnell and Meyer OAM that:

1. Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business is to be considered is classified confidential under the provisions of section 10A(2)(a) as outlined above.

2. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required under section 11(2) of the Local Government Act 1993.

APPOINTMENT OF INDEPENDENT MEMBERS OF THE AUDIT AND RISK COMMITTEE

This item is classified as confidential under Section 10A(2)(a) of the Local Government Act which permits the meeting to be closed to the public for business relating to the following:

Personnel matters concerning particular individuals.

- 17/41 RESOLVED, on the motion of Clrs. Meyer OAM and Braid that Council appoint the persons names in this report as the two (2) independent members of Council's Audit and Risk Committee.

PERFORMANCE REVIEW – GENERAL MANAGER

This item is classified as confidential under Section 10A(2)(A) of the Local Government Act which permits the meeting to be closed to the public for business relating to the following:

Personnel matters concerning particular individuals.

- 17/42 RESOLVED, on the motion of Clrs. Meyer OAM and Braid that his report be received and that, under the provisions of Clause 8.3 of his employment contract, the total remuneration package of the General Manager be increased to \$216,733.43 commencing 17 January 2017.

RECRUITMENT OF GENERAL MANAGER

This item is classified as confidential under Section 10A(2)(d)(i) of the Local Government Act which permits the meeting to be closed to the public for business relating to the following:

Commercial information of a confidential nature that would, if disclosed: prejudice the commercial position of the person who supplied it.

- 17/43 RESOLVED, on the motion of Clrs. Meyer OAM and Keenan that:
1. Council appoint a selection panel to manage the appointment process of a new General Manager, comprising:
 - Chairperson, Deputy Chairperson and Cr Meyer OAM and Cr Braid.
 - a suitably qualified independent person.
 2. Council delegate to the Chairperson (after consultation with the selection panel) the authority to appoint a recruitment agency and a suitably qualified independent person to assist it in the recruitment of a new General Manager

3. Council adopt the following timetable for the recruitment process:
- Appoint recruitment agency before 1st March 2017
 - Recruitment Committee work with recruitment agency to finalise recruitment strategy
 - Council and recruitment agency finalise selection criteria
 - Commence advertising 28th April 2017 (6 weeks)
 - Recruitment agency to be contact in advertisement.
 - Applications close 9th June 2017
 - Committee assess applications 12th June to 23rd June 2017 (2 weeks)
 - Interviews conducted 3rd July, 2017
 - Recommendation to Council 23rd August, 2017
 - General Manager commences 2nd January 2018.

3 nominations received from Clrs. Meyer OAM, Braid and Keenan for position on recruitment panel.

CONTRACT W195 – WATER TREATMENT PLANT (WTP) **PROGRESS REPORT**

This item is classified as confidential under Section 10A(2)(d)(i) of the Local Government Act which permits the meeting to be closed to the public for business relating to the following:

Commercial information of a confidential nature that would, if disclosed: prejudice the commercial position of the person who supplied it.

- 17/44 RESOLVED, on the motion of Clrs. Quinn and Koschel that Council receive and note this report.

OPEN COUNCIL

- 17/45 RESOLVED, on the motion of Clrs Quinn and Meyer OAM that Council move out of Closed Council and into Open Council.

DECISIONS READ ALOUD

The Chairman read aloud the decisions of the Council made whilst the meeting was closed to the public.

The Meeting concluded at 11.23 am
