



**Business Paper of a duly convened Ordinary Meeting of the Hawkesbury River County Council to be held at Lily's Function Centre, 5 Quinn Ave, Seven Hills on Thursday, 10 December 2015 commencing at 6.00pm**

**1. LEAVE OF ABSENCE**

**2. APOLOGIES**

**3. CONFIRMATION OF MINUTES**

Minutes of the Ordinary Meeting of the Council held on Thursday, **9 October 2014** to be confirmed or altered.

**4. DECLARATIONS OF PECUNIARY INTEREST**

## 5. REPORTS FROM COUNCIL'S OFFICERS:

### a) From the General Manager

To the Chairperson and Council Members

I submit these Reports for Council's consideration:

#### **ITEM GM 1. HRCC MEETING SCHEDULE 2016**

##### ***Reason for Report: Statutory***

The below draft schedule of Council Meetings has been developed after taking into consideration the Council Meeting of Members. It follows the traditional pattern of meeting on the second Thursday evening bi-monthly and adjusted slightly at the direction of the Chairman.

The proposed meeting schedule is as follows:

Table 1: HRCC Council Meetings 2016

<b>February Meeting</b>	<b>6.00pm Thursday 11 February 2016</b> at HRCC Office Depot, South Windsor.
<b>April Meeting</b>	<b>6.00pm Thursday 7 April 2016</b> at HRCC Office Depot, South Windsor.
<b>June Meeting</b>	<b>6.00pm Thursday 9 June 2016</b> at HRCC Office Depot, South Windsor.
<b>August Meeting</b>	<b>6.00pm Thursday 18 August 2016</b> at HRCC Office Depot, South Windsor.
<b>October Meeting</b>	<b>6.00pm Thursday 27 October 2016</b> at HRCC Office Depot, South Windsor.
<b>December Meeting</b>	<b>6.00pm Thursday 8 December 2016</b> at HRCC Office Depot, South Windsor.

##### ***Recommendations:***

- 1. That the report be received and noted*
- 2. That the times and dates indicated in the meeting schedule for 2016, referred to in this Report, be adopted.*
- 3. That the Meeting Schedule is advertised on Council's website and all Constituent Council General Managers are informed directly.*

## **ITEM GM 2. REPORT ON MONIES INVESTED**

### ***Reason for Report: Statutory***

The report presented to the last Ordinary Meeting, displayed the total amounts recorded on 29 September 2015 (EOD); investment accounts \$1,800,000; on-call account \$61,733.33 and transaction account \$5,310.30.

Since that report, the following investment decisions have been made:

On 7 October 2015 a term deposit of \$250,000 invested with Bank of Queensland for a period of 180 days at 2.95% was redeemed at maturity.

On 8 October 2015 a term deposit of **\$100,000** was invested with Bank of Queensland for a period of 181 days at 2.95%, maturing on 6 April 2016.

On 8 October 2015 a term deposit of \$100,000 was invested with Bank of Sydney for a period of 33 days at 2.65%, maturing on 10 November 2015.

On 10 November 2015 a term deposit of \$100,000 invested with Bank of Sydney for a period of 33 days at 2.65% was redeemed at maturity.

A term deposit of **\$250,000** remains invested with Bank of Queensland for a period of 227 days at 2.95%, maturing on 25 January 2016.

A term deposit of **\$200,000** remains invested with AMP Bank for a period of 182 days at 2.90%, maturing on 27 January 2016.

A term deposit of **\$100,000** remains invested with Macquarie Bank Ltd. for a period of 270 days at 3.0%, maturing on 16 February 2016.

A term deposit of **\$200,000** remains invested with NAB for a period of 180 days at 2.88%, maturing on 16 March 2016.

A term deposit of **\$100,000** remains invested with NAB for a period of 180 days at 2.93%, maturing on 28 March 2016.

A term deposit of **\$200,000** remains invested with AMP Bank for a period of 270 days at 2.9%, maturing on 17 May 2016.

A term deposit of **\$500,000** remains invested with People's Choice Credit Union for a period of 364 days at 2.93%, maturing on 23 June 2016.

**On 3 December 2015;**

The total amount invested in Term Deposits is **\$1,650,000\***.

The total amount invested in the on-call account (at 2.55%) is **\$348,491.84**

The total amount in our transaction account (at 0%) is \$9988.72

The RBA Cash Rate was 2.00%.

*\*This includes Sydney NSW Weeds Action Program funding (\$1,024,376 at 31/10/2015) as per our role as “Lead Agency” for the Sydney Application to Department of Primary Industries. This funding is quarantined against any HRCC operational or capital expenditure, and is specifically for the purposes of the NSW Weeds Action Program as per guidelines established by agreement with the Department of Primary Industries.*

**Recommendation:**

1. *That the report is received and information noted.*

### **ITEM GM3: HRCC FINANCIAL REVIEW – 1<sup>ST</sup> QUARTER 2015-16**

*Reason for Report: Statutory*

The 1<sup>st</sup> Quarter (July-Sep) Financial Review 2015-16 has been conducted by the General Manager and is enclosed with this report. It shows HRCC reporting a surplus of \$23,831 for the period. This is explained by lower than budgeted staffing running at -5% due to delayed recruitment of trainees. This situation is currently being reversed as we increase staffing in Q2 by 25%. Depreciation calculations were also higher than expected (-17%), further providing the organisation with a surplus buffer.

On the revenue side the NSW Weeds Action Program allocation was slightly higher than anticipated during the budgeting process (+3%). This was the result of continuing to align HRCC operations tightly with NSW Biosecurity Strategy goals. Private property works was significantly lower than expected (-51%). This is due to less work being conducted in the cooler months and also some delayed invoicing in order to verify quality control.

ENCLOSURES_GM3:	HRCC 1 <sup>st</sup> Quarter Financial Review 2015-16
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## **ITEM GM 4. MEMBER FOR HAWKESBURY, THE Hon. DOMINIC PERROTTET MP** **VISIT TO HRCC**

### ***Reason for Report: Informative***

On Monday 2 November 2015, Chairman Clr. Mark Taylor MP hosted Dominic Perrottet MP, Minister for Finance and Services for a morning tea at HRCC. Also present was Clr. Robyn Preston and seven HRCC operational staff. The proceedings included a short presentation by the General Manager on the history and function of HRCC, with a particular focus on our efficiency gains and potential future service delivery innovations.

The opportunity was also taken for the Minister to present HRCC Weed Officers Richie Benson and Daniel Warrick with their graduation TAFE certificates. It was a highly successful morning and a great opportunity to meet another local member.



### ***Recommendation:***

- 1. That the report is received and noted.*

**ITEM GM 5. GENERAL MANAGER MEETING WITH PRESIDENT AND CEO OF LOCAL GOVERNMENT NSW**

***Reason for Report: Informative***

On Wednesday 11 November 2015, the General Manager met with the President of Local Government NSW, Clr. Keith Rhoades and the CEO, Ms Donna Rygate. The meeting purpose was to provide LGNSW with feedback on their service delivery standard to HRCC. A number of issues were raised including industrial relations and the annual conference.

***Recommendation:***

1. *That the report is received and noted.*

## **ITEM GM 6. STAFFING**

### ***Reason for Report: Informative***

Since the last Council meeting held on 9 October 2014 there have been the following changes in staffing.

- Resignation of Weeds Officer – Mr Roger Vukobratovic
- Current recruitment process underway for three (3) Trainee Weed Officers.

HRCC currently employs a total of 12 people (at FTE of 11.2).

### ***Recommendation:***

1. *That the report is received and noted.*



## **ITEM GM 7. NSW WEEDS ACTION PROGRAM UPDATE**

### ***Reason for Report: Informative***

#### **WAP1520 Year 1 Financial Progress Report**

The \$814,915 balance of Year 1 WAP1520 funds were deposited by DPI into the HRCC account on 15 October 2015. At the end of October 2015, 1% of the WAP project funds had been spent.

<b>WAP1520 Year 1 – 2015/16 Cost code</b>	<b>Budget</b>	<b>YTD \$</b>	<b>YTD %</b>
5-3100 WAP Project Admin – Salary	\$56,000	\$11,268.18	20%
5-3150 WAP Project Admin - Superannuation	\$5,200	\$1,070.48	21%
5-3160 WAP Project Admin – Worker's Compensation	\$2,600	\$833.32	32%
5-3200 WAP Project Grants	\$772,348	\$4,000	0%
5-3250 WAP Other Activities & contingency	\$37,300	\$0	0%
5-3300 WAP Project Admin – Operating Expenses, Accommodation & Lead Agency Fee	\$29,692	\$1,362.62	5%
<b>TOTAL</b>	<b>\$934,915</b>	<b>\$10,057.73</b>	<b>1%</b>

Total WAP Project Grant funds available for 2015/16 is \$934,915. \$772,348 or 83% has been allocated directly to project partners in the form of project grants. Funding has been allocated to the project partners as shown in Figure 1. Allocations by activity type are shown in Figure 2.

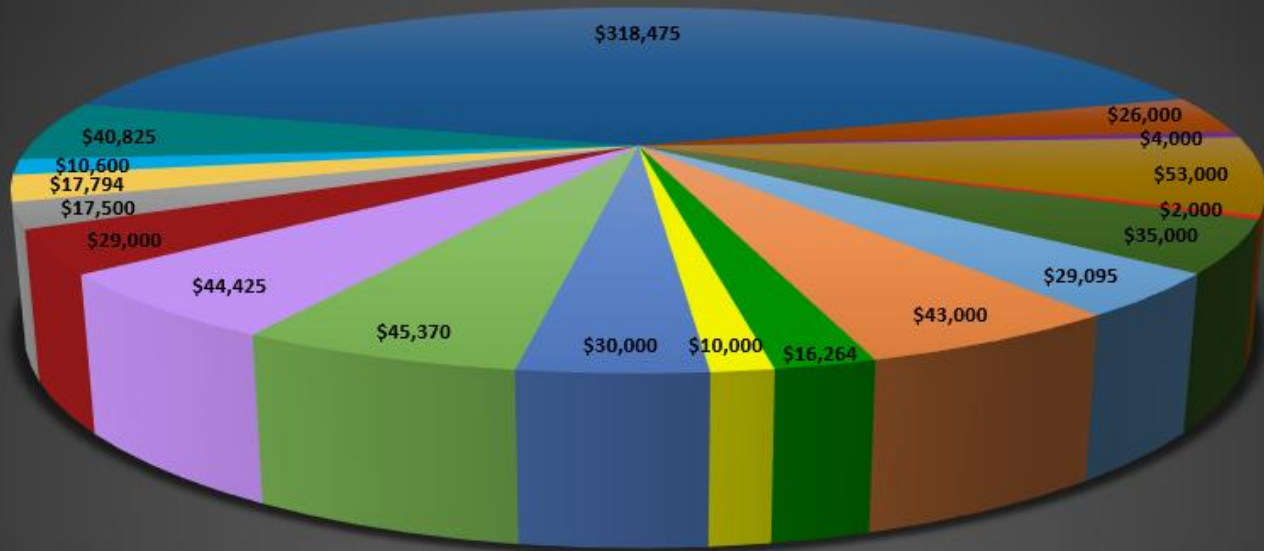
The WAP Project Officer has drafted Funding Deed Contracts to govern these grants. Contracts will better protect the legal interests of HRCC than the Memorandums of Understanding that were used through WAP1015 and ensure that the burden of responsibility in delivering the Greater Sydney WAP1520 project is more equitably distributed among the 18 project partners and lead to improved accountability. The contracts have been distributed to the project partners for review.

The WAP project officer will submit a revised grant application for the Greater Sydney WAP1520 project to DPI by Friday 11 December, as required by DPI. The revised application amount will be only for the \$934,915 that was allocated to the region, and is to include only those activities, targets and funding allocations that were approved by the regional assessment panel in September. The General Manager of Greater Sydney Local Land Services must sign off on this final submission.

### ***Recommendation***

1. *That the report is received and noted.*

# WAP1520 - Year 1 Project partner allocations



- Blue Mountains City Council
- Campbelltown City Council
- Fairfield City Council
- Hawkesbury River County Council
- Liverpool City Council
- Parramatta City Council
- Strathfield Municipal Council
- Sydney Weeds Committee Inc
- Wollondilly Shire Council
- Camden Council
- Canterbury City Council
- Gosford City Council
- Hornsby Shire Council
- Office of Environment and Heritage (NPWS)
- Pittwater City Council
- Sutherland Shire Council
- Warringah Council
- Wyong Shire Council

Figure 1: WAP1520 Year 1 project partner allocations

## YEAR 1 WAP1520 FUNDING ALLOCATION BY ACTIVITY TYPE

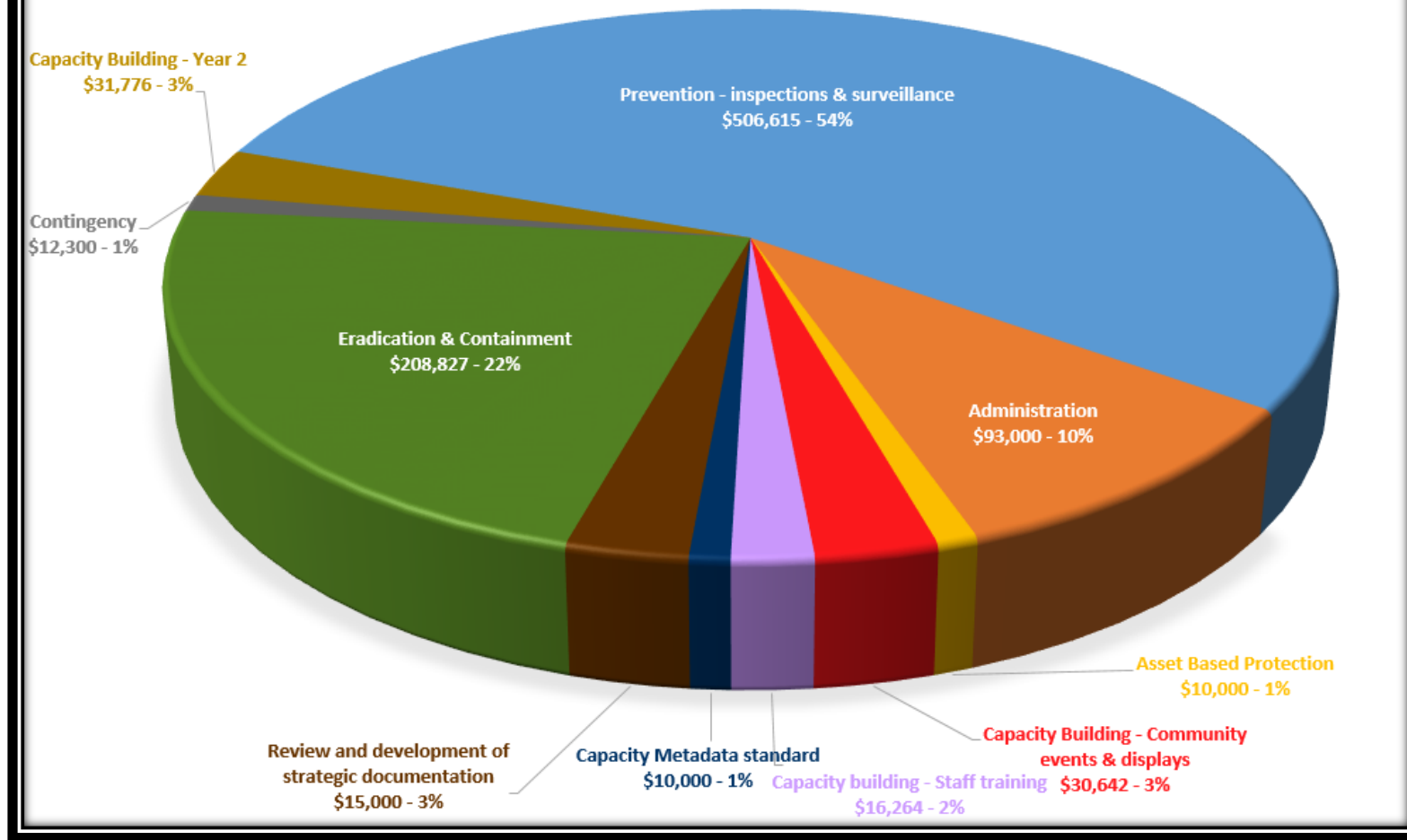


Figure 2: WAP1520 Year 1 funding allocations by activity type

## 5. REPORTS FROM COUNCIL'S OFFICERS:

### (b) Operations Manager

To the Chairperson and Council Members,

I submit the following for your consideration:

#### **ITEM OM1. OPERATIONAL REPORT**

##### ***Reason for Report: Statutory***

##### **1.1 Weed Control**

Frequent rain events and stifling hot weather have featured heavily over this reporting period, resulting in high levels of weed growth across the county. Weed control teams have continued to treat seasonally growing weeds. The germination rates of these weed species (Boneseed, Green cestrum, African boxthorn, Privet, Blackberry and Pampas grass) have been furious.

The weather conditions have also meant that the teams have spent longer treating each site before moving to the next site, due to high weed densities and the physical limitations of the weather whilst carrying out weed control.

##### **Blacktown City Council**

Green cestrum control has been carried out in Doonside, Nurragingy reserve, Glendenning, Rooty Hill and Marayong. Cestrum has been treated with cut and paint techniques using Vigilant herbicide, and basal barking larger plants over 2 metres tall with Garlon and diesel.

Green cestrum is germinating in massive numbers at present and will definitely pose a control challenge. Boneseed has completed flowering for the year however, plant growth remains high as excellent weather conditions for plant establishment continue to be experienced over the LGA. Glenwood and Lalor Park continue to be the focus of weed control efforts.

Various woody weed species such as African boxthorn, Privet, Green cestrum and Blackberry have been treated along Lalor creek and the associated reserves. Cut and paint, physical removal and basal barking were used to treat weeds at these sites due to the sensitive nature of the creek banks and the investment BCC has put into these areas with remediation works.

##### **Hawkesbury City Council**

Green cestrum has also been heavily targeted within the Hawkesbury LGA, due to the numbers of cattle put at risk by this toxic weed species. Treatment sites for Green cestrum in the Hawkesbury LGA have been Windsor, Wilberforce, Pitt town and

Scheyville. Blackberry occurring along roadsides and in council reserves has been treated in Cattai, Scheyville and Pitt town, these infestations have been treated with foliar application of herbicide.

Sites where multiple woody weed species occur (Privet, Cestrum, African boxthorn, St. John's wort, Blackberry and Boneseed) have been treated across the LGA at Ebenezer, Pitt town, North Richmond, Lower Portland and Windsor. Boundary road at Vineyard through to Maraylya has been treated for the various weeds mentioned above.

African olive treatment has been carried at North Richmond and along roadsides in Vineyard, Oakville and Oakville, basal barking with Garlon and diesel were used to treat these olive infestations.

Mother of millions have finished flowering activity for the year, however a number of sites required attention around the Pitt town and Scheyville.

Aquatic weed treatment has commenced within the LGA with waterfront reserves being treated for Alligator weed and Senegal tea plant. Areas treated were Windsor, Wilberforce, Ebenezer, North Richmond and Yarramundi.

### **The Hills Shire Council**

Boneseed activity within the Hills shire has been strong this reporting period. The areas where Boneseed was treated were Kellyville, Bella Vista, Norwest Business Park and Baulkham Hills. These infestations are found in council reserves, along roadsides and T-way corridors. Cut and painting of the weed stump is the preferred option for controlling this weed species.

Green cestrum has also featured with treatment for this weed species occurring in Annangrove, Dural, Kenthurst, Kellyville, Castle hill and North Sackville. These infestations were treated with a mix of foliar spraying, basal barking and cut stump techniques. The majority of treatment sites were roadside with a lesser amount of Cestrum located in council reserves.

African olive treatment continues within the LGA, reinforcing the AO containment line. Roadside infestations were detected around the Glenhaven and Castle hill areas. These plants were basal barked with a Garlon and diesel mix under APVMA permit. Mixed noxious weed infestations were also treated by staff when conducting weed control in council reserves. These infestations usually hold common weed species such as Privet, Green cestrum, African olive, Blackberry and African boxthorn. The preferred herbicide used in this situation is Grazon extra used to treat all of these species as a low pressure foliar application.

### **Penrith City Council**

The primary focus of weed control in the Penrith LGA this reporting period was African olive treatment of the large tracts of germinating olive seed along the Northern road. The treatment zone stretched from the western motorway at St. Clair through to Elizabeth drive at Luddenham. These young plants were treated via foliar herbicide application with pump packs and back packs.

Green cestrum has also featured in HRCC activities in the Penrith LGA. Green cestrum was targeted in Regentville, South Penrith and Wallacia. This control activity

was conducted alongside a property inspection program that focussed on Green cestrum in these areas. Sites that were treated for multiple weed species in the Penrith LGA were Oxley Park, St. Marys, Regentville and Wallacia. Roadside culverts, roadsides, and Tench reserve were the focus of this activity.

St. John's wort is very prominent this season within the LGA, by the time this report is delivered. A planned spraying program in the south west of council area will have been completed. The areas that require this treatment are South Penrith, Orchard Hills, Mulgoa, Wallacia, Luddenham, Kemps creek and Mt. Vernon.

## **1.2 Private Property Inspection Program**

Property inspections continue to be carried out within the county by HRCC staff. 242 property inspections were carried out throughout the county. In the Penrith LGA Regentville was targeted for Green cestrum, which is again increasing in small acreages and suburban gardens. Beethoven Street in Seven hills was inspected for general woody weeds to increase the buffer zone of weed growth from the nearby council reserve.

Reactive inspections that result from members of the public calling in to report to weed issues resulted in a further 55 inspections ranging from Bamboo issues to unusual plants growing in farm dams.

The upcoming quarter is shaping up to be a busy time for our inspectors, as there are some impressive inspection targets to reach.

## **1.3 Hawkesbury/Nepean Aquatic Weed Maintenance Program**

General conditions along the Hawkesbury/Nepean river continue to be high. Little weed material is present, minimal rubbish and woody debris is being flushed downstream and caught behind our containment booms. The most encouraging evaluation of the river condition is the feedback our staff are receiving from members of the public. Swimmers, boaters, paddlers and recreational anglers are all commenting on the clean state of the river, and the abundance of life in the river. Inspection of the aquatic weed composition at various points along the river found the following species – ribbon weed, curly pond weed and hydrilla, all of which are resident native species in this system and behaving in a natural fashion.

Floating aquatic weed species, Salvinia and Water hyacinth which were present in the river earlier this year are only occasionally seen along the foreshore during inspection and will not pose a significant risk to river usage over the summer months.

Council will be conducting aquatic weed control works in the new year, targeting class 1 noxious weed species such as Senegal tea plant, these works will be in effect from North Richmond – downstream to Lower Portland and will target aquatic weeds with spot spraying of approved herbicides. The spray program runs from mid – December 2015 through to the end of April 2016.

With numbers of rivers users increasing daily, the Hawkesbury/Nepean river is in good condition to provide an enjoyable spot to see out the hot summer days.

ENCLOSURES_OM1:	Operational Maps Dec 2015
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***Recommendation:***

- 1. That the report is received and noted.*

## 6. COUNCIL CORRESPONDENCE REPORT

From the Office of the General Manager, to the Chairperson and Members, I submit the following report on, correspondence of note, which has been received and sent by Council since the last Ordinary meeting:

1. **SENT – 27 October 2015** – Letter to Mr Tony Hodgson, Manager, Hazardous Waste, NSW EPA re: HRCC Pesticide Use Notification plan compliance.
2. **SENT – 27 October 2015** – Letter to all Member Council General Manager's, Local Land Services, Office of Local Government and Local Government NSW. Re: HRCC election results.

### ***Recommendation:***

1. *That the report on Correspondences is received and information noted.*

## 7. GENERAL BUSINESS / QUESTIONS WITHOUT NOTICE

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