

**Business Paper of a duly convened Ordinary Meeting of the
Hawkesbury River County Council to be held at 6 Walker St, South Windsor on
Thursday, 11 June 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 April 2015** 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. REPORT ON MONIES INVESTED

Reason for Report: Statutory

The report presented to the last Ordinary Meeting, displayed the total amounts recorded on 2 April 2015 : investment accounts \$1,500,000, on-call account \$72,466.15 and transaction account \$5,577.02.

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

On 8 April 2015 a term deposit of \$300,000 invested with ME Bank for a period of 182 days at 3.45%, was redeemed at maturity.

On 10 April 2015, a term deposit of **\$250,000** was invested with Bank of Queensland for a period of 180 days at 2.95%, maturing on 7 October 2015.

On 13 May 2015, a term deposit of \$200,000 invested with WAW Credit Union for a period of 272 days at 3.6%, was redeemed at maturity.

On 22 May 2015, a term deposit of **\$100,000** was invested with Macquarie Bank Ltd. for a period of 270 days at 3.0%, maturing on 16 February 2016.

A term deposit of **\$250,000** remains invested with Bank of Sydney Ltd. for a period of 91 days at 3.15%, maturing on 10 June 2015.

A term deposit of **\$150,000** remains invested with Maitland Mutual Building Society for a period of 91 days at 3.1%, maturing on 10 June 2015.

A term deposit of **\$600,000** remains invested with AMP for a period of 279 days at 3.5%, maturing on 24 June 2015.

On **28 May 2015 (EOD)**;

The total amount invested is **\$1,350,000***.

The total amount invested in the on-call account (at 2.55%) is **\$52,602.70**.

The total amount in our transaction account (at 0%) is **\$21,350.24**

The RBA Cash Rate was 2.00%.

**This includes Sydney NSW Weeds Action Program funding (\$48,293.16 at 30/4/2015) 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 GM 2. HRCC OPERATIONAL PLAN 2015-16

Reason for Report: Statutory

Background

The main strategic direction for HRCC is provided through the Integrated Planning and Reporting (IPR) framework.

Last year, on 13 June 2013 HRCC adopted the following documents:

- HRCC Business Activity Strategic Plan (BASP) 2013-2023
- HRCC Delivery Program 2013-2017

As the BASP and Delivery Program are still current, and HRCC is still in the process of implementing its guidance, only the Operational Plan is required to be updated in 2015. At the Ordinary Meeting of 9 April 2015 Council resolved (#1767-4) to place on public exhibition the Draft HRCC Operational Plan 2015/16 for a period of 28 days.

Exhibition Process

The General Manager placed the draft plan on exhibition on 10 April 2015 up until 28 May 2015. This was done by making the document available on our website and through our office. Hard copies were provided free upon request. The member Councils were informed directly via the HRCC Management Network, and the General Managers were written to directly indicating the expected amount of member contribution for 2015/16.

There were no submissions received.

Document Changes

There were no changes to the draft document.

ENCLOSURE_GM2	HRCC Operational Plan 2015-2016
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Recommendation

1. *That the report is received and noted.*
2. *That Council adopts the HRCC Annual Operational Plan 2015-2016.*
3. *That the General Manager places the adopted document on the Council website within 28 days.*
4. *That the General Manager informs the NSW Minister for Local Government, the Director General and all constituent Council General Managers by providing a copy of the URL link to access the adopted plans.*

ITEM GM3. NSW WEEDS ACTION PROGRAM REPORT

Reason for Report: Informative

WAP Year 5 Financial Progress Report

The Profit and Loss statement for Q3 is attached below. Year to date expenditure vs budget is summarised below.

	Budget*	YTD \$	YTD %
5-3100 WAP Project Admin – Salary	\$70,543	\$44,535	63.3%
5-3200 WAP Project Grants	\$900,724	\$880,647	97.77%
5-3300 WAP Project Admin – Operating	\$16,121	\$5,880	36.47%
TOTAL	\$987,388	\$931,062	94.29%

*Based on adjusted budget following receipt of grant funds from NSW DPI and within 10% of budget approved by Council in May 2014.

98% of WAP project funds (5-3200) have been spent. Only \$20,077 remains unallocated, of which \$20,000 has been earmarked for a GIS/Mapping project led by the Sydney Weeds Committees.

\$9,456 Lead Agency Administration fee yet to be recorded against 5-3300.

Adjusted expenditure v budget

	Budget*	Adjusted YTD \$	Adjusted YTD %
5-3100 WAP Project Admin – Salary	\$70,543	\$51,290	72.7%
5-3200 WAP Project Grants	\$900,724	\$880,647	97.77%
5-3300 WAP Project Admin – Operating	\$16,121	\$15,336	95.1%
TOTAL	\$987,388	\$947,273	95.94%

Hawkesbury River County Council

P.O Box 6021

South Windsor Delivery Centre 2756

Job Profit & Loss Statement

January 2015 through March 2015

9/04/2015

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Account Name	elected Period	Year to Date
SWC Grants	Sydney Weeds Committee	
Income		
Unspent funds from prev years	\$0.00	\$86,135.77
Grant - Weeds Action Project	\$0.00	\$901,253.00
Total Income	<u>\$0.00</u>	<u>\$987,388.77</u>
Cost of Sales		
WAP Project Admin - Salary	\$11,841.94	\$44,535.44
WAP Project Grants	\$0.00	\$880,647.00
WAP Project Admin - Operating	\$718.08	\$5,879.81
Total Cost of Sales	<u>\$12,560.02</u>	<u>\$931,062.25</u>
Net Profit (Loss)	<u>-\$12,560.02</u>	<u>\$56,326.52</u>

Recommendation

1. That the report is received and noted.

ITEM GM 4. GREATER SYDNEY WEEDS ACTION PROGRAM PROJECT BUDGET 2015/16

Reason for Report: Decision Required

Background

The Sydney Weeds Action Program (WAP) project is a five year grant project funded by the NSW Department of Primary Industries (NSW DPI) to address priority weed issues in the Greater Sydney Region.

2015/16 represents the first year of a new five year project (WAP2015-2020). As the incumbent Lead Agency, HRCC has prepared an application on behalf of the region for funding for the next five years.

In its capacity as Lead Agency for the project HRCC will be required to enter into a contractual agreement with NSW DPI, and thus will be responsible for distributing annual grant funds to 20 project partners across Sydney, Central Coast and the Blue Mountains.


NSW DPI has advised that up to 10% of the project grant may be retained for project administration, and the remaining 90% must be expended on on-ground activities (ie inspections, surveillance, management of high risk weeds and education/capacity building) as per the project application.

A forecasted budget (Table 2) has been prepared for the 2015/16 FY. The proposed budget includes the expected funding allocation from NSW DPI, anticipated payment of grant allocations, and administration costs.

Notes

- Weeds Action Project Grant – NSW DPI (\$1,016,600) estimate based on 2014-15 allocation plus 2% CPI increase and \$100,000 for new Central Coast Councils (i.e. Gosford and Wyong).
- WAP Project Officer - Salary (\$72,700) includes base salary, superannuation, worker's compensation and accommodation expenses.
- WAP Project Operating (\$22,300) includes lead agency administration fee.
- Total project administration (Salary + Operating) is within 10% of estimated grant allocation.

Table 2: Greater Sydney WAP Program Budget 2015/16

<p>Greater Sydney Weeds Action Program Operating Budget 2015-16</p>	
<p>Item</p>	<p>Income</p>
<p>Weeds Action Project Grant – NSW DPI</p>	<p>\$1,016,600</p>
<p>Total</p>	<p>\$1,016,600</p>
<p></p>	<p></p>
<p>Item</p>	<p>Expenditure</p>
<p>WAP Project Officer – Salary</p>	<p>\$72,700</p>
<p>WAP Project - Operating</p>	<p>\$22,300</p>
<p>Project Partner Grants</p>	<p>\$921,600</p>
<p>Total</p>	<p>\$1,016,600</p>

Recommendations

1. *That the report is received and noted.*
2. *That Council approves the Sydney Weeds Action Program Operating Budget for 2015-16.*

ITEM GM 5. HRCC POLICY REVIEW – HRCC ANTI-BULLYING POLICY

Reason for Report: Statutory

The HRCC Workplace Bullying Policy was formally reviewed by Council in June 2013. It has been written to protect both staff workplace bullying, and management from vexatious claims made against them. There has only been occasional claims of bullying since this policy was introduced (2011) and the policy guidelines were employed to resolve the incident in all cases.

This policy review therefore only presents minor updates and changes.

HRCC staff have been consulted directly about this policy by the General Manager, and all staff are given time to make a submission in line with this review.

At the meeting held on 9 April 2015 it was resolved (#1769-2) to place the policy on public exhibition for a period of 28 days. The policy was on public exhibition from 10 April 2015 to 21 May 2015. No submissions were received, and no changes were made to the draft policy.

ENCLOSURE_GM5:	HRCC Workplace Anti-Bullying Policy April 2015
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Recommendations:

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

ITEM GM 6. STAFFING

Reason for Report: Informative

Since the last Council meeting held on 9 April 2015 Council [REDACTED] has ceased employment at HRCC.

HRCC currently employs a total of 14 people (at FTE of 13.9).

Recommendation:

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

ITEM GM 7. SIGNING OF GENERAL MANAGER CONTRACT

Reason for Report: Contractual

As per Ordinary Meeting of 9 April 2015, resolution 1777, the General Manager contract for Mr Chris Dewhurst will be signed by the Chairperson and Deputy Chairperson at this meeting.

Recommendations:

1. *That the report is received and noted.*
2. *That the signing of the contract document "General Manager Contract between Hawkesbury River County Council and Mr Chris Dewhurst" takes place.*

ITEM GM 8. STRATEGIC ALLIANCE (SA) OF COUCILS

Reason for Report: Informative

The General Manager was made aware of the recent Strategic Alliance (SA) developed between three Councils in our region: Penrith, Hawkesbury and the Blue Mountains. It is envisaged that HRCC could assist in the delivery of services via this model, reducing cost and leveraging our existing capacity.

Some of the roles we could provide include:

- Provision of operational services in weed and pest animal management.
- A business agency role for project management and joint contracts on behalf of the SA Board.
- Employment, management and accommodation of staff on behalf of the SA Board.

Recommendation:

1. *That the report is received and noted.*
2. *The General Manager continues to explore opportunities with the Strategic Alliance and report back to Council as appropriate.*

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

Summary

Sustained periods of rainfall this reporting period have had a dramatic impact upon council works, and the county's weed infestations. The torrential rain caused the local creeks and rivers to rise significantly and flush any aquatic weed populations well downstream and into the lower Hawkesbury estuary. The rain negatively affected herbicide applications for a number of weeks, control works were still carried out, with many young woody weed species such as Boneseed, Green cestrum, Pampas grass, African olive and Privet being easily physically removed from the saturated soils.

Blacktown LGA

Weed control throughout the Blacktown area has focused heavily on woody weed species in council reserves. Boneseed again figures prominently in weed control efforts, this Class 1 weed species is beginning to slow in terms of germinating seed, due to the control efforts of our staff. No new infestations of this species have been detected in the Blacktown area for some time now, hopefully weed control teams have the upper hand on this species and can concentrate on eradicating the known infestations of this menace.

Maintenance of the Cumberland Plain Woodland sites in Nurragingy reserve at Doonside has taken place recently. These sites were part of former WAP grant project sites and require infrequent weed control to maintain the investment council has placed into these areas, large areas of regeneration can be seen at these locations. Spot spraying of Mother of Millions has commenced with initial control works taking place in areas such as Riverstone, Schofields, Marsden Park and Mt. Druitt. There is quite a bit of control to be carried out in these areas.

Salvinia had been found in Woodcroft Lake some time ago. Council has put considerable effort into manually removing this weed from the reed beds at the lake, however latest inspection has revealed a growing infestation. The prime areas of infestation have been contained with booms, and the *Cyrtobagous* weevil has been introduced to provide a long-term, herbicide free control on the lake.

Additionally, Ribbon Weed in Woodcroft Lake is being harvested as part of an ongoing maintenance program to manage non-noxious weeds in the lake. Council has been engaged as contractors to fulfill this duty.

Hawkesbury LGA

The *Salvinia molesta* collected in the Hawkesbury River behind the weed containment boom has been thoroughly flushed downstream to where it is no longer a threat. The recent rains and associated rise in the river has sent a good flush throughout the river and inflowing creek lines, carrying any floating aquatic weed with it well downstream into the Hawkesbury estuary, where the saltwater will quickly kill these plants. Although densities of aquatic weeds were not high, problem weed species were seen. Species that were recorded moving in the flood current were *Salvinia*, Water Hyacinth, Senegal Tea Plant, *Azolla* and some Alligator Weed.

Inspection of the middle to lower stretches of river has not detected any residual weed establishing in eddies and backwaters in the tidal freshwater.

Terrestrial weed control has seen the teams concentrating on Green Cestrum in reserves such as Deerubbin Reserve, Macquarie Park, Heritage Park, Governor Philip Park and Howe Park.

Mother of Millions control has commenced in heavily infested parts of Pitt town, Scheyville, Oakville and Ebenezer. Given the level of growth this year by this species, staff will be treating Mother of Millions for some time to come.

The Hills Shire

The weed control movements in the Hills Shire have focused on Mother of Millions, Green Cestrum, African Olive and Boneseed, primarily along council roadsides. Aquatic weed control has been sporadic due to the wet weather. Senegal Tea Plant and Alligator Weed have been treated prior to the onset of the rain.

Weed control teams have put in a concerted effort to treat roadside weed infestations throughout the shire. Common weed species make up the majority of the species treated; African olive, Privet and some Lantana. Annangrove, Nelson, Kenthurst and Middle Dural were treated during these control works.

Green Cestrum is not quite as common but has been treated in locations such as Dural, Maraylya, Glenorie, Cattai, and South Maroota. The treatment period for Green cestrum is closing shortly so as much work as practical is being carried out across the county upon this species prior to the plants shutting down in winter.

Boneseed continues to draw resources and control works remain steady. As is the case in the Blacktown LGA, the levels of Boneseed occurrence seem to be plateauing. Hopefully staff can start to eradicate the outer fringe of the core infestations of Bella Vista, Castle Hill Norwest and Annangrove. Control levels will remain high in regards to this species due to its class declaration.

Aquatic weed control has been carried out in the Hills shire, however it has been at a much reduced capacity due to the high levels of rainfall the LGA has received and the fact that the target species were covered by water for long periods of time.

Senegal Tea Plant treatment was finalised in Cattai creek, Alligator weed treatment was carried out in Cattai creek and Small's creek where Flea beetle damage was minimal and allowed herbicide application.

Kidney Leaf Mud Plantain was again physically removed and spot sprayed in Darling Mills creek at Northmead. The infestation remains at a minimal level and discussions with Hornsby council are underway to control creeks feeding into this catchment, for Kidney Leaf Mud Plantain.

Penrith LGA

Terrestrial weed control has been the primary activity conducted in Penrith this reporting period. Heavy rain and minor flooding have all but finished aquatic weed control now that winter is fast approaching. Accumulations of floating aquatic weed such as Salvinia and Water hyacinth have been comprehensively swept out of the Nepean River and washed well downstream to the saltwater stretches of the Hawkesbury River.

Terrestrial weed species that were targeted were; Mother of Millions, Green cestrum, Bitou bush, Blackberry, African olive, African boxthorn and Boneseed. Green cestrum is currently being targeted in Jamieson town and Regentville along council storm water drains and reserves. Cut and paint techniques and basal barking have been used to treat these plants.

Mother of Millions treatment has commenced. Infestation hot spots include Mulgoa, Wallacia, Kingswood, Luddenham, Werrington and South Penrith. Treatment has been via herbicide application with AF 300. Weed control teams will be targeting this weed species over the winter months within the Penrith LGA.

Blackberry control has been carried out along Mamre road and the Northern road. These weed corridors once held extensive Blackberry infestations and council staff have persisted and dramatically reduced plant numbers along these roadways.

African olive control has continued along roadsides and within council parks in the South Penrith, Kingswood, Mulgoa and Glenmore Park areas. Basal barking using Triclopyr herbicide and diesel has proven to be the most effective treatment for this woody weed species and poses very little threat of damage to surrounding vegetation. Boneseed treatment has been carried out along Erskine Park road. This location is still presenting germination from the seedbank, even though the seeding plants have been gone from the site for three years. Fortnightly treatment of this site will continue until the seedbank has been exhausted and all seedling Boneseed has been physically removed.

Bitou Bush is found in close vicinity to the Boneseed infestation at Erskine Park. Bitou Bush is located in the industrial precinct and in the rock flagged storm water infrastructure. Council staff continues to find seedling plants and are controlled when they are located.

African boxthorn control has been conducted along the roadsides in the south and southwest of the LGA. Primary location zones for this weed species are the Northern road from Orchard Hills, through to Mulgoa and Luddenham. Mulgoa road, from Glenmore Park - through to Park road, Wallacia.

As cooler conditions are experienced across the county- and given the flushing of aquatic weeds from the river system. Weed control teams can focus on seasonally active weed species. The prime candidates for control activities over the next couple of months will be Mother of Millions, African Boxthorn and larger woody weeds that will be cut down and mulched.

Hawkesbury Nepean Aquatic Weed Management Program

This program is joint funded by HRCC and the Department of Primary Industries.

There has been a dramatic turn of event of events within the river since the last aquatic maintenance report. Heavy rain events have caused a lengthy rise in river levels and swift flowing waters across the county. Accumulations of Salvinia, Water Hyacinth and other aquatic weed species have been flushed downstream into the saltwater stretches of the Hawkesbury River.

The sudden rise in the Hawkesbury River occurred overnight, meaning the Corder's corner boom at Freemans reach had snapped its connecting chain on the northern bank, allowing the build-up of weed, debris and rubbish to continue downstream. The river was in a heightened state for six days, allowing a comprehensive flushing of the Hawkesbury/Nepean and inflowing tributaries such as Cattai creek, Redbank creek, South creek and Rickaby's creek.

Redbank creek, which was holding a dense infestation of Salvinia has been thoroughly cleared of its weed burden. A local resident who backs on to Redbank creek was quick to call in and report the status of this creek, and his subsequent joy at not having to look at dense Salvinia any longer.

Inspection of the middle and lower stretches of the Hawkesbury River has revealed no new pockets of weed establishment in backwaters and eddies.

The current status of the weed control booms are:

- Corder's corner boom; open with minimal damage
- Castlereagh boom; open with severe damage, and in need of part replacement
- Warragamba boom; open with some damage and suspended in bankside trees

The booms are being kept open as the river resume normal patterns and damaged boom sections have been replaced.

Given the high levels of suspended sediment still present in the river, it is too early to see the full extent of the changes that this latest event has caused. What is certain though, is that a large volume of aquatic weed material has been flushed from the Hawkesbury/Nepean River system.

ENCLOSURES_OM1:	HRCC Operational Maps
	HRCC 3 rd Quarter Operational Report
	HNAWMP 3 rd Quarter Operational Report

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 – 22 April 2015** - Letter sent to General Managers of HCC, PCC, BCC and THSC re: member contributions 2015-16. *Action 1767-3.*
2. **SENT – 23 April 2015** – Letter to Mr Peter Jackson, GM, HCC re: lantana control in the Hawkesbury LGA. *Action 1771-2.*
3. **DATED – 4 May 2015** – Letter from Cr. Keith Rhoades AFSM re: LGNSW Conference 2015 (held 13/10/2015, Rosehill) call for motions.
4. **SENT – 6 May 2015** – Letter sent to Mr Robert Greenwood, GM, BMCC; Mr Alan Stoneham, GM, PCC; Mr Peter Jackson, GM, HCC re: strategic alliance and role of HRCC.

Recommendation:

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

7. GENERAL BUSINESS / QUESTIONS WITHOUT NOTICE

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