

# CENTRAL TABLELANDS Water



**Business Paper**

**Ordinary Meeting of Central Tablelands Water**

**10<sup>th</sup> December 2014**

**Canowindra**



3 December 2014

## Notice to Members

Your attendance is requested at an Ordinary Meeting of Council to be held at the The Old Vic Inn, Canowindra on Wednesday, 10 December 2014 at 10.30am. Morning tea will be served at 10.00am.

### Agenda

1. Public Forum
2. Apologies for non-attendance
3. Leaves of absence granted
4. Confirmation of Minutes - Ordinary Meeting held on 08.10.14
5. Chairman's Minute
6. Councillor Representation
7. Notices of Motion
8. Reports of Staff
  - Corporate & Financial Services
  - Engineering and Operational Services
9. Adjourn Meeting and proceed into Committee of the Whole
10. Resume Ordinary Meeting & Report of Committee of the Whole
11. Next Meeting – Grenfell 11<sup>th</sup> February 2015

Yours faithfully

G. Rhodes  
**General Manager**

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**OF THE ORDINARY MEETING OF CENTRAL TABLELANDS WATER**  
**HELD ON WEDNESDAY 10 DECEMBER 2014**

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**01) Financial Matters (FM.BA.1)**

(Raelene Mulligan)

**RECOMMENDATION:**

1. That the information be noted.

**REPORT**

Details of all payments made to creditors in the preceding two months are available for inspection at the Blayney office.

The Bank Reconciliation, as at 31<sup>st</sup> October 2014, together with a Statement of Funds Invested, is attached to the business paper.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

- 1 Bank Reconciliation - October 2014 1 Page



**02) Annual Financial Statements - Unrestricted Cash (FM.FR.1)**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That Council approve the following:
  - a. Creation of new internal reserve titled 'Unrestricted Reserve and
  - b. Transfer an amount of \$500,000 from the Renewals Reserve to the Unrestricted Reserve.

**REPORT**

At the October Council Meeting, Council's Auditor, Mr John O'Malley, a Partner with Intentus Chartered Accountants, presented the Annual Financial Statements for FY 2013/2014. Mr O'Malley noted that Council had continued to improve its financial position with another operating surplus, however, Mr O'Malley commented on Council's relatively low unrestricted cash level. As a result, Council requested that the General Manager present an unrestricted cash report to Council at the December Meeting.

As reported in Council's Annual Financial Statements under Note 6c, Council's Restricted Cash, Cash Equivalents and Investments are attributable to two categories being 'Internal Restrictions' and 'Unrestricted.' Internal Restrictions are defined under the Local Government Accounting Code Update 22 as being:

*"Internal restrictions shall include those assets the uses of which are only restricted by a resolution of Council."*

Funds that are classified as 'Unrestricted' are generally used for unplanned events without the requirement of Council resolution. However, although the majority of Council's funds are categorised as 'Internally Restricted', if an unforeseen event occurs whereby funds are required immediately, the General Manager has the authority to manage the event in the most efficient and effective way possible and report to Council at the next available opportunity. An example of this was in 2012 when Council suffered severe flood damage at a cost of \$500,000 to its trunk mains in six (6) locations where the trunk mains traversed a number of creeks and the Belubula River. This unforeseen expenditure was funded by Council's Capital Works Reserve and approved by Council during the following Quarterly Budget Review (QBR) Reporting process.

Notwithstanding the above, if Council would prefer to increase its 'Unrestricted' cash level, and as a result improve its 'Unrestricted Cash Ratio' it is proposed that Council create a new reserve titled 'Unrestricted Reserve.' A transfer of \$500,000 is recommended from Council's Renewals Reserve as part of the Cash Operating Surplus for FY 2013/14 to the Unrestricted Reserve. The amount of \$500,000 equates to approximately 4 to 6 weeks of Council's operational costs of which was recommended as a guide by Mr O'Malley for unrestricted cash levels. Council should

note that the Unrestricted Reserve would not be classified as 'Internally Restricted' and therefore would not require a resolution of Council to be utilised. Transfers to and from the Unrestricted Reserve would still be reported to Council during the QBR Reporting process as well as in the Annual Financial Statements.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil



**03) Audit Committee - October 2014 Meeting Minutes (CM.AU.4)**

(Raelene Mulligan)

**RECOMMENDATION:**

1. That Council receive and note the October 2014 Audit Committee Meeting Minutes.

**REPORT**

A copy of the October 2014 Audit Committee Meeting Minutes are attached for Councils notation.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

- 1 Audit Committee Minutes - October 2014 3 Pages

**Minutes of the Audit Committee Meeting of Central Tablelands Water Held at  
Blayney Community Centre on Wednesday 15<sup>th</sup> October 2014,  
commencing at 11.15am**

**PRESENT:** Mr Steve Kent (via phone) (Chair - Independent Member - voting)  
Mr Phillip Burgett (Independent Member - voting)  
Cr David Somerville (Independent Member - voting)

Gavin Rhodes (General Manager - Observer)  
Raelene Mulligan (Director Finance & Corporate Services  
- Secretariat)

The Chair of the Committee Mr Steve Kent chaired the meeting via teleconference due to road closures in the Blue Mountains.

**1. Welcome**

The Chair of the Committee Mr Steve Kent welcomed all attendees to the meeting which commenced at 11.15am due to an overrun of the previous Audit Committee Meeting of Blayney Shire Council.

**2. Apologies for non-attendance**

There were no apologies for non-attendance.

**3. Declarations of any Conflicts of Interest**

Members declared that they had no conflicts of interest.

**4. Confirmation of Minutes – Audit Committee Meeting 7<sup>th</sup> March 2014**

The Minutes of the Audit Committee Meeting of Central Tablelands Water (CTW), held on 7<sup>th</sup> March 2014 were confirmed by the Audit Committee.

**5. Results of Council elections, including changes to the Committee**

The General Manager updated the Audit Committee on the results of the recent Council elections, with newly elected Chairman Cr David Somerville replacing outgoing Council Chairman, Cr Geoff Braddon OAM on the Audit Committee.

The CTW Chairman advised that Cr Kevin Walker was the newly elected Deputy Chairman.

The General Manager advised of his promotion to the role of General Manager, and also of the appointment of Raelene Mulligan to the position of Director of Finance & Corporate Services (Secretariat).

**6. Progress on 2015 Audit Plan**

The Audit Committee discussed the progress of the 2015 Audit Plan, with progress on the plan noted as being minimal due to time constraints and recent staff movements.

This is Page No. 1 of the Minutes of the Central Tablelands Water Audit Committee Meeting held 15<sup>th</sup> October 2014

The Committee agreed that the development of a formalised Risk Management Framework (RMF) was of a higher priority at this point in time, with an Internal Audit Plan to be developed once an RMF was formalised.

**7. Progress made on risk assessment/risk profiling**

The General Manager advised that Council has recently submitted a Drinking Water Management System to the NSW Department of Health. The General Manager also advised that CTW is currently developing a Quality Management System and reviewing its Asset Management Plan with the assistance of HydroScience Consulting Pty Ltd. It was agreed that these plans will outline some major risk factors for Councils operations, with the outcomes being incorporated into future risk profiling and the development of a Risk Register.

The Director of Finance and Corporate Services is to attend Risk Management training in November. The Audit Committee recommended that after the completion of this training, a project plan is to be created mapping out the timeframe for completion of the risk assessment and presented to the next meeting for review.

**8. Annual Financial Statements 2013/2014, including Audit Reports and Management Letters**

The Audit Committee noted the Annual Financial Statements.

Council's External Auditor; Mr John O'Malley, Partner from Intentus, Chartered Accountants, gave a brief overview via teleconference of Council's Annual Financial Statements for 2013/2014. Mr O'Malley highlighted that Council's Statement of Performance Ratios were highly favourable, with Councils performance trending positively.

Mr O'Malley will forward his final management letter to CTW shortly, a copy of which will be distributed to all Committee members.

**9. Asset Management Plan and Quality Management Plan**

It was noted that this item was discussed in item 7.

**10. Developments regarding council amalgamations/co-operations**

The General Manager advised the Committee that at CTW's recent Council meeting, a report was presented outlining CENTROC's invitation for CTW to join a Joint Organisation Pilot program. It was noted that CTW accepted this invitation, on the proviso that Council is to be a full member as per Council's current CENTROC membership status.

The General Manager will keep the Audit Committee informed of any future developments regarding the CENTROC pilot joint organisation of Councils.

**11. Any major developments/issues since last meeting**

The General Manager advised the Audit Committee that there have been no major developments/issues since the last meeting.

**12. Status of prior report recommendations – review of action list**

A status of prior report recommendations was presented to the Audit Committee for review.

The Audit Committee recommended that items be closed off where possible, and if items are closed off it was suggested that management note what appropriate action was taken.

It was noted that the project plan for risk profiling is to be an addition as a recommendation to the action list.

**13. Any other business**

The Audit Committee discussed the need for a KPI self-assessment questionnaire, with the aim of the questionnaire to review the operation of Council's Audit Committee to identify any areas where the performance of the Committee could be improved.

The General Manager acknowledged this request, and will forward a self-assessment questionnaire to Committee members so that the outcomes may be presented to the next Committee meeting.

**14. Next meeting – Blayney – 18<sup>th</sup> February 2015**

There being no further business, the Chair of the Audit Committee declared the meeting closed at 12.20pm.

**04) Office of Local Government - Fit for the Future Reforms - Centroc announced as a Joint Organisation (JO) Pilot (GO.AM.1)**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That Council note the report.

**REPORT**

On the 12 November 2014, the Minister for Local Government, Mr Paul Toole MP announced the five successful Joint Organisation (JO) pilots to be trialled across New South Wales, as part of the NSW Government's "Fit for the Future" reform package.

Centroc was selected as one of the successful JO pilots of which Central Tablelands Water (CTW) resolved at its October Council Meeting to support and be part of the JO pilot process under the strict proviso of:

*"having full membership as per its current Centroc Membership status, and approving the Expression of Interest so far as it relates to Central Tablelands Water and its structure."*

Subsequently, a Centroc JO Pilot Workshop was conducted in Blayney in conjunction with the Centroc AGM and Board Meeting on Thursday 27 November 2014. Both the Chairman and General Manager attended the Centroc Meetings and JO Pilot Workshop. The JO Pilot Workshop was facilitated by an independent consultant on behalf of the Office of Local Government (OLG). The purpose of the workshop was to:

- Ø Progress the JO pilot model and develop a draft charter;
- Ø Prepare a draft Action Plan for the Central West JO;
- Ø Identify information, resources and tools needed for the pilot to be successful;
- Ø Identify draft measures for success and consideration in the evaluation of the pilot; and
- Ø Discuss collaboration arrangements and behaviours to support the pilot process.

The Chairman and General Manager will brief Council further regarding the outcomes of the workshop at the Council Meeting.

A copy of the Minister for Local Government's media release for the announcement of the successful JO Pilots as part of the NSW Government's "Fit for the Future" reform package is attached to this report.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

1 Minister Local Government Media Release - Joint Pilot Program 1 Page



# Paul Toole MP

## Minister for Local Government

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### MEDIA RELEASE

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Wednesday 12 November 2014

#### JOINT ORGANISATION PILOTS ANNOUNCED

Minister for Local Government Paul Toole today announced the five successful Joint Organisation pilots to be rolled out across the State, as part of the NSW Liberal & Nationals Government's Fit for the Future reforms to strengthen local government and communities.

Mr Toole said Joint Organisations will enable councils to work together more effectively within their regions, as well as transform the way State and local government collaborate on key community priorities that cut across traditional boundaries such as jobs, planning and infrastructure.

"Establishing these new regional structures will make it easier to manage important projects, to better deliver the jobs, education, housing, roads, bridges, sports grounds, libraries and other facilities and services that regional and rural communities need.

The NSW Government is providing funding of \$5.3 million, part of the Fit for the Future Fund worth up to \$1billion, to support the creation of Joint Organisations across the State.

The five regional groups of councils to pilot Joint Organisations include:

- Central West
- Hunter
- Illawarra
- Namoi
- Riverina

"The selected pilot regions include a diverse mix of councils which have demonstrated a strong history of effective collaboration and are ready to partner with the State to tackle some of the key issues in regional communities," Mr Toole said.

"The NSW Government understands that one size does not fit all for regional communities. It is critical to get Joint Organisations right so that they foster consistent collaboration, yet are flexible enough to meet individual community needs and to operate with minimal cost and red tape.

"The pilots will commence shortly, beginning with a workshop in November to help initiate the process."

**MEDIA:**

**Antonia Morrow 0419 468 235 (Minister Toole)**

**05) Meeting with Member for Bathurst and Minister for Local Government Mr Paul Toole MP (GO.AM.1)**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That Council note the report.

**REPORT**

The Chairman, General Manager and Director Operations & Technical Services met with Mr Paul Toole MP, the Member for Bathurst and Minister for Local Government on 31 October 2014 at the Central Tablelands Water (CTW) Administration Office in Blayney.

The main objective of the meeting was to provide Mr Toole with an overview of CTW's assets and water supply network, emphasising the importance of CTW continuing as a separate local government entity being essential to the water security of the Central Western Region.

Mr Toole gave an assurance that CTW would continue as an independent entity with all its existing assets. Mr Toole also confirmed that water county councils were not required to submit "Fit for the Future" proposals and that their future role and structure would be worked out through the pilot Joint Organisation (JO) process.

The meeting was both positive and beneficial with Mr Toole issuing a media release of which a copy is attached to this report.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

- 1 Paul Toole Media Release 1 Page



# Paul Toole MP

State Member for Bathurst

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## Central Tablelands Water

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17th October 2014

### Focus on Water

Central Tablelands Water is one of the most important potable water providers in this area and State Member Paul Toole recently visited the office in Blayney to meet with the Chairman and Senior Management of the County Council.

Mr Toole said, "Water supply services to the area encompass the Shires of Blayney, Cabonne and Weddin with bulk water to Cowra Shire Council to service rural consumers on Trunk Main 'C' and the villages of Woodstock and Gooloogong. Overall this is such a vital service and I enjoyed the opportunity to catch up and to also welcome the newly elected Chairman, Cr David Somerville, recently appointed General Manager, Mr Gavin Rhodes, and long term Director Operations and Technical Services, Mr Darrell Sligar."

"Central Tablelands County Council was first proclaimed in 1944 and their growth has now resulted in approximately 5,700 water connections providing potable water to around 11,000 consumers in 14 towns and villages which include Cudal, Mandurama, Canowindra, Eugowra, Manildra, Grenfell, Carcoar, Millthorpe, Cargo, Lyndhurst and Gundialla providing an incredibly essential water supply infrastructure to all of these locations."

The State government is committed to improving water security for agriculture and town water in the Lachlan Valley, and as part of this is currently investigating a suitable location for increased water storage on the Belubula River. Central Tablelands Water is an important stakeholder and will have a central role to play as these plans unfold.

*Pictured from L/R are Gavin Rhodes, GM, Paul Toole MP, Cr David Somerville, Chairman, Darrell Sligar, Director Operations & Technical Services.*

#### Related Posts

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July 31, 2013

#### Popular Posts

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November 27, 2014

[New Graduate Nurses for Bathurst](#)  
May 23, 2013

[Community invited to have their say on Local Land Services](#)  
May 31, 2013

<http://www.paultoolemp.com/media/media-releases/central-tablelands-water/>

1/12/2014

**06) NSW Water Security for Regions Restart Funding - Expressions of Interest (EOI's) shortlisted (GR.SL.2)**

(Gavin Rhodes)

**RECOMMENDATION:**

That:

1. Council note the information; and
2. Council continue to support the shortlisted Water Security for Regions Program projects of Cabonne Council and Orange City Council.

**REPORT**

On the 12 November 2014, the Deputy Premier of NSW, Mr Troy Grant MP announced 29 local infrastructure projects in NSW had been shortlisted for potential funding under the NSW Government's Water Security for Regions program.

Of the 29 projects shortlisted, Cabonne Council and Orange City Council were both successful with their respective EOI proposals. Both of these projects were initially supported by CTW and it is the General Manager's view that they should continue to be supported by CTW as they offer significant water security benefits to the region.

All shortlisted projects now have to submit a further detailed application by 12 December 2014.

A copy of the Deputy Premier's media release for the announcement of the local infrastructure projects for potential funding under the NSW Government's Water Security for Regions program is attached to this report.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

- |   |  |         |
|---|--|---------|
| 1 | Tony Grant MP List of Shortlisted EOI's Media Release        | 2 Pages |
| 2 | NSW Government Water Securities Regions shortlisted projects | 2 Pages |



**Troy Grant MP**  
**Deputy Premier of NSW**  
**Minister for Trade and Investment**  
**Minister for Regional Infrastructure and Services**

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**MEDIA RELEASE**

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Wednesday 12 November 2014

**NSW GOVERNMENT ANNOUNCES REGIONAL  
WATER SECURITY SHORTLIST**

Twenty-nine local infrastructure projects in regional NSW have been shortlisted for potential funding under the NSW Government's Water Security for Regions program.

Shortlisted projects include:

- New pipelines in the Broken Hill, Cabonne, Orange, Tweed and Upper Hunter local government areas;
- Bore projects in Brewarrina, Conargo, Cowra, Gilgandra and Warrumbungle Shires; and
- Water supply upgrades in Bombala, Carrathool and Upper Lachlan Shires.

Deputy Premier and Minister for Regional Infrastructure and Services Troy Grant said the shortlisted applicants now have four weeks to prepare detailed applications to secure a share of up to \$83 million in funding.

"Water Security for Regions was announced earlier this year as a key part of the NSW Liberals and Nationals Government's efforts to provide improved water security for regional communities," Mr Grant said.

"\$38 million has already been allocated under the program for projects across the State, including in areas currently affected by drought. The 2014–15 Budget allocated an additional \$325 million from Restart NSW to support Water Security for Regions.

"Up to \$83 million is available in this latest round of funding, which has seen 61 Expressions of Interest from 39 eligible local government areas."

Mr Grant said the Regional Independent Assessment Panel, which included representatives from NSW Farmers, NSW Local Government and Infrastructure NSW, had selected the shortlist.

"Shortlisted projects have been selected on merit by the Regional Independent Assessment Panel, with favourability given to those that will have the highest impact on water security as soon as possible," Mr Grant said.

"All shortlisted project proponents now need to prepare detailed applications, further demonstrating how they will improve economic growth and productivity in the State, while also providing greater access to water."

The total expected value of all 29 shortlisted water projects is \$142.3 million.

Infrastructure NSW will brief all applicants to assist them in meeting the four-week deadline for final detailed applications.

For the full list of shortlisted projects visit: [www.insw.com](http://www.insw.com)

**Media: Blake Hardy 0413 378 770**

**Water Security for Regions 2014-15 Shortlisted Projects**

<b>Applicant</b>	<b>Project</b>	<b>LGA</b>	<b>Project Cost</b>	<b>Restart Funding Requested</b>
Bombala Shire Council	Bombala WTP upgrade	Bombala	\$495,580	\$495,580
Brewarrina Shire Council	Bores at Brewarrina and Gongolgon	Brewarrina	\$TBD	\$320,000 (Investigation and approvals)
Essential Water (Broken Hill LGA)	1. Menindee to Broken Hill pipeline repairs stage 1 2. Brine Evaporation Pans	Broken Hill	\$5,270,000 \$14,000,000	\$5,270,000 \$14,000,000
Cabonne Council	Pipeline – Manildra to Cumnock and Yeoval	Cabonne	\$13,950,000	\$12,750,000
Carrathool Shire Council	Rankin Springs and rural area supply security project	Carrathool	\$1,200,000	\$1,200,000
Conargo Shire Council	Bore at Wangarella	Conargo	\$160,000	\$30,000 (study only)
Cowra Shire Council	3 bores in Billimari Merriganowry area	Cowra	\$TBD	\$90,000 (test drilling only)
Gilgandra Shire Council	New bore and 2km pipeline.	Gilgandra	\$1,250,000	\$1,110,000
Mid Coast Water (Greater Taree, Great Lakes Shire Councils)	Nabiac Inland Dune Aquifer pipeline	Greater Taree, Great Lakes	\$32,380,000	\$9,600,000
Kyogle Shire Council	Kyogle 200ML dam	Kyogle	\$7,462,000	\$6,446,000
Lachlan Shire Council	Condobolin – 3 bores and pipeline	Lachlan	\$3,855,300	\$3,755,300
Lismore Council	Nimbin Water Supply upgrade	Lismore	\$2,700,000	\$500,000
Liverpool Plains Shire Council	Werris Creek and Quirindi Regional Supply System	Liverpool Plains	\$24,052,350	\$20,000,000
Moree Plains Shire Council	Pipeline for supply for Pallamallawa and Biniguy	Moree Plains	\$2,000,000	\$1,910,000
Moree Plains Shire Council	Boggabilla inlet works, bi-directional pipeline to Toomelah	Moree Plains	\$4,570,000	\$4,570,000
Narrabri Shire Council	Baan Baa water supply	Narrabri	\$4,464,000	\$2,232,000
Narrandera Shire Council	Replace No 1 bore, Narrandera	Narrandera	\$330,000	\$165,000
Orange City Council	Pipeline – Orange to Blayney and Carcoar	Orange	\$32,960,000	\$27,460,000
Tamworth Council	New Manilla Water Treatment Plant	Tamworth	\$15,000,000	\$3,000,000

Tumut Shire Council	Batlow 50ML dam	Tumut	\$1,951,000	\$1,951,000
Tweed Shire Council	Pipeline – Coolangatta water security - connection to SEQ supply system	Tweed	\$9,907,000	\$7,430,000
Upper Hunter Shire Council	Pipeline – Scone to Murrurundi	Upper Hunter	\$11,994,000	\$9,494,000
Upper Lachlan Shire Council	Crookwell Water Supply project	Upper Lachlan	\$7,000,000	\$6,000,000
Warrumbungle Shire Council	<ol style="list-style-type: none"> <li>1. Coonabarabran 2 bores</li> <li>2. Mendooran bore</li> <li>3. Coolah bore</li> <li>4. Raising Timor Dam Wall (Study Only)</li> <li>5. Binnaway bore</li> </ol>	Warrumbungle	<ol style="list-style-type: none"> <li>1. \$1,100,000</li> <li>2. \$780,000</li> <li>3. \$780,000</li> <li>4. \$TBD</li> <li>5. \$115,000</li> </ol>	<ol style="list-style-type: none"> <li>1. \$950,000</li> <li>2. \$700,000</li> <li>3. \$700,000</li> <li>4. \$100,000</li> <li>5. \$100,000</li> </ol>

**07) Meeting with State Water Regarding Improving Water Security in Central West NSW (GR.SL.2)**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That Council note the report.

**REPORT**

As Council would be aware, the NSW Government announced funding for feasibility studies into improving water security through a regulated storage in Central West NSW.

State Water Corporation has been asked to conduct a scoping study to identify a preferred site in the Lachlan catchment, which will then be subject to rigorous evaluation including environmental impacts. The scoping study will be delivered by the end of 2014 and provide the NSW Government with an assessment of dam options. Feasibility and concept studies for any recommended dam would then be undertaken in 2015.

As part of the study, State Water is consulting with key stakeholders including landholders, water users and environmental and water management agencies.

There have been two meetings held for the purposes of consulting with Central NSW Councils members on urban water in the context of the scoping study. Central Tablelands Water has been represented at both meetings.

State Water will make a recommendation to the NSW Government on a preferred site once the scoping study is completed.

**BUDGET IMPLICATIONS**

NIL

**POLICY IMPLICATIONS**

NIL

**ATTACHMENTS**

Nil

**08) Councillor Expenses and Facilities Policy (CM.PO.1)**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That Council endorse the draft Councillor Expenses and Facilities Policies as presented in the General Manager's Report and place them on public display for a period of 28 days with a view to adoption at the February 2015 meeting of Council.

**REPORT**

Council is required under Sections 252 and 253 of the *Local Government Act 1993* to adopt a councillor expenses and facilities policy by 30 November each year but must give 28 days public notice prior to adoption in order that submissions may be received.

Whilst Council adopted its full Policy Register at the August 2014 meeting, a separate resolution and public notice is required for the expenses and facilities policy.

Accordingly, Council may wish to review the current policies as listed below and resolve to place them on public display for 28 days and, subject to any submissions received, adopt the policies at the February 2015 meeting of Council.

**Draft Policy on Payment of Fees to Members: (CM.PO.1)**

That:

- (a) Council pay councillors an annual fee based on the maximum fee as determined by the Local Government Remuneration Tribunal;
  - i. In addition to the annual fee, Council reimburse actual expenses incurred to any councillor who:
  - ii. attends a meeting of any committee of Council,
  - iii. attends an inspection within the area in compliance with a resolution of the Council,
- (b) undertakes business of the Council outside of the area in compliance with a resolution of Council.
- (c) Council recompense councillors for travelling expenses at the rates per kilometre allowed at the time by the Australian Taxation Office, for all travelling associated with attendance at Council meetings or other business as specified in (b) above.
- (d) Council allow councillors any reasonable use of facilities to assist in their carrying out of business on behalf of the Council, such use being entirely at the discretion of the General Manager.



**Draft Use of Facilities Policy: (CM.PO.1)**

That Council will provide:

1. The Chairman with the following facilities:
  - a. An office in the Council's Administrative Building;
  - b. Access to telephone, facsimile, computer tablet and photocopy facilities for Council business purposes;
  - c. Secretarial services for Council business as required;
  - d. Identification badge bearing Council's crest;
  - e. Payment of conference/seminar/workshop registration fees for attendance authorised by Council; and,
  - f. Arrangement and payment of travel in respect of Council commitments.
2. Council will provide the Councillors with the following facilities:
  - a. Access to computer tablet (i-pad), telephone, facsimile, computer tablet and photocopy facilities for Council business as required;
  - b. Secretarial services for Council business as required;
  - c. Identification badge bearing Council's crest;
  - d. Payment of conference/seminar/workshop registration fees for attendance authorised by Council; and,
  - e. Arrangement and payment of travel in respect of Council commitments.
3. Meals and refreshments will be provided to the Chairman and Councillors in conjunction with Council/Committee meetings and other functions/meetings as appropriate.
4. Expenses incurred whilst on approved travel outside the Council area will attract reimbursement according to the following guidelines:
  - a. Meals – where meals are not provided, the total bill for meals should not exceed \$100 per day.
  - b. Accommodation – where travel involves an overnight stay away from home the acceptable maximum expenditure on accommodation is:
    - i. metropolitan areas - \$350.00 per night
    - ii. country areas - \$200.00 per nightprovided that all accommodation is approved prior to travelling, where practicable.
  - c. Other expenditure items:
    - i. taxis, trains and other transport – transport costs necessarily incurred will be met. Hire cars are only to be used if prior approval has been granted.

- ii. Entertainment – these costs would not normally be reimbursable.
  - iii. Other costs – all costs necessarily incurred will be met. Receipts or other evidence of payment should be produced if seeking reimbursement.
- 5. Where possible prepayment of expenses will be made and cash advances may be made, if preferred, to offset out-of-pocket expenditure.
  - 6. All claims for reimbursement of expenses incurred are to be submitted on the standard claim form.

### **BUDGET IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **ATTACHMENTS**

Nil

**09) Undetected Water Leakage Relief Policy (CR.EQ.1)**

(Raelene Mulligan)

**RECOMMENDATION:**

1. That Council repeal the current Water Leakage Allowance policies, and
2. That Council endorse the draft Undetected Water Leakage Allowance Policy as presented.

**REPORT**

Following Councils October 2014 meeting, it was recommended by Councillors that a report be presented to the December 2014 meeting, amending Councils current water leakage policy to be more in line with current practices.

Council's current water leakage allowance policies state:

**Leakage Allowance:*****Council Resolution:(in part) (08/07/87)***

**156. RESOLVED:** *That this Council will not accept responsibility for claims appertaining to the loss of water after the Central Tablelands County Council installed meter.*

*(Cr. Livingstone/Cr. Black)*

**Leakage Allowance: (316)*****Council Resolution: (in part) (12/12/01)***

**656. RESOLVED:** *That, from 1 July 2002, Council adopt a practice of no reduction of a water bill due to water leakage.*

*(Cr. Lawrence/Cr. Goodacre)*

In recent years it has become common practice for administration staff to advise customers with higher than normal water usage to write a letter to the General Manager requesting a reduction in their water account. The letter was then presented to Council in a report outlining the circumstances regarding the higher than normal usage. The granting of a water leakage allowance was then recommended for Councillors consideration and determination.

There is no provision in the Local Government Act, 1993 to reduce water accounts due to water leakage in private water services. Once water has passed through the water meter it becomes the responsibility of the owner, hence Councils previous policy of "no reduction of a water bill due to water leakage".

Establishing a policy that permits an allowance for "undetected water leakage" will provide some financial assistance for customers who have experienced a sudden

increase in water consumption due to circumstances that were not reasonably foreseeable. The majority of water leakage request letters that have been presented to Council over recent years have been of this nature.

This new policy is intended to serve as a means of good public relations by providing “one off” assistance where a significantly higher account has been incurred through circumstances beyond the owners control.

A water leakage allowance would only be available under the circumstances as outlined in the policy document. It is intended that the General Manager will ultimately determine and approve allowances relating to applications for adjustments in water accounts due to undetected leakage under \$2,000.00. Any allowance requests over this amount will be directed to Council for approval.

### **BUDGET IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **ATTACHMENTS**

1 Draft Undetected Water Leakage Policy 3 Pages

## **Purpose**

---

Central Tablelands Water (CTW) regularly receives requests from consumers asking for water accounts to be waived or averaged due to undetected water leakages.

The purpose of this policy is to ensure that:

- i. All requests for reduction in water accounts due to leakage are considered and processed in a fair and impartial manner

## **Policy Objectives**

---

1. The property owner (as listed on the water account) is responsible for all water which passes through their water meter. The property owner is responsible for the maintenance and repair of their internal plumbing.
2. Once water has passed through any water meter, it becomes the responsibility of the property owner
3. CTW has no obligation to grant an allowance on water accounts affected by leaks in private plumbing, and will only consider applications for water account adjustments in writing due to undetected water leakage.
4. The Director of Finance and Corporate Services is responsible for the compliance of this policy. The General Manager will ultimately determine and approve all allowances relating to applications for adjustments under \$2,000. Any adjustments over this amount will be directed to Council for approval.

## **Policy**

---

1. CTW has no obligation to adjust water accounts affected by leakage in private plumbing and will only consider applications for water leakage allowances due to undetected water leaks under the following circumstances:
  - i. The undetected water leak was in a location that was not readily visible or apparent (eg below ground, under a concrete slab, in a wall cavity etc)
  - ii. The property was occupied at the time the leak occurred
  - iii. The undetected leak was repaired by a licenced plumber in a timely and effective manner to minimise water loss. Repairs must be completed within 14 days of a water account being issued or the customer becoming aware of a possible leak via notification by CTW.

A customer is deemed to be notified by CTW of a possible water leak:

- § On the day a customer receives a "Higher Than Normal Usage" card via mail or similar notification by a CTW representative

- § On the day a CTW staff member telephones the property owner (or managing agent)
2. All requests for undetected water leakage allowance must be in writing and provide the following information:
    - i. A statement from the property owner clearly outlining:
      - § the date and circumstances leading to the leak being detected;
      - § the date the leakage was repaired by a licenced plumber;
      - § the cause of the leakage;
      - § the reason why the leakage was not readily detectable
    - ii. A statement signed by the licenced plumber who repaired the leak, clearly explaining why the leak was undetected by the customer and certifying that the repairs comply with AS/NZS 3500
  3. An application for undetected water leakage allowance may be declined if it is found that:
    - i. the leakage was caused because the customer failed or neglected any visible or obvious defects in their private water service;
    - ii. there were visible signs of leakage including soaking or dampness in walls, consistently wet grass or damp patches in lawns or running toilets;
    - iii. the customer has failed to repair and or renew the faulty pipework, fittings and fixtures for which they are responsible;
    - iv. any documentation or statements received are found to be misleading or false;
    - v. the undetected leakage was caused by wilful, accidental or negligent damage to the customers internal plumbing
  4. If an application for water leakage allowance is not approved, the customer will be advised in writing and granted a further 28 days from the date of the advice to either pay the account in full or enter into a suitable payment arrangement.
  5. If an application for a leakage allowance is approved, the customer will be advised in writing that payment of the adjusted account will be due 28 days from the date of the advice.
  6. A water leakage allowance will be granted on a "one off" basis. However, the allowance can be applied over two consecutive billing periods where there is evidence that the leak may have affected the consumption charges over more than one billing cycle. Requests for reduction in water charges for subsequent water leaks will not be considered.
  7. Where a leakage allowance is granted, the following will apply:
    - i. the water account for the period will be adjusted based on the average consumption for the period that the undetected leakage occurred

- ii. the average consumption will be calculated by averaging three (3) previous corresponding billing periods (ie if the water account in question was issued in May, the three (3) previous corresponding May water accounts will be averaged)
- iii. the leakage allowance is applied to the billing period/s in which the undetected leakage occurred up to a maximum of two (2) consecutive billing periods

**Variation**

Council reserves the right to review, vary or revoke this policy.

**10) Millthorpe Museum - Donation for Hydrant Connection (CR.SD.1)**

(Raelene Mulligan)

**RECOMMENDATION:**

1. For Councils consideration and determination.

**REPORT**

Council has received a request from The Golden Memories Museum in Millthorpe, seeking support by way of the provision of a hydrant in Park St Millthorpe free of charge.

The letter advises that the museum is a volunteer organisation, and is currently constructing a new exhibition pavilion. They have been able to fund this development through donations and grants.

The museum has been advised that a new hydrant must be installed in Park St Millthorpe, (plans attached) at a cost of \$1,200, payable by the developer.

The letter from the Golden Memories museum is attached for Councillors information.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

- |   |                                    |         |
|---|------------------------------------|---------|
| 1 | Letter from Golden Memories Museum | 4 Pages |
| 2 | GM Reply Letter                    | 1 Page  |



Golden Memories  
Museum



CO1792  
Millthorpe & District  
Historical Society Inc  
Park Street (PO Box 27)  
Millthorpe NSW 2798  
Email: millthorpemuseum@gmail.com



Central Tablelands Water  
30 Church Street  
BLAYNEY NSW 2799

16 October 2014

**Re: New Street Hydrant for Millthorpe Museum**

Dear Sir,

We are currently constructing a new exhibition pavilion at the Millthorpe Museum and on the advice of Heath Consulting Engineers a new street hydrant needs to be installed on Park Street.

The Millthorpe & District Historical Society is a volunteer organisation and has been able to fund our development through community donations along with support from the Blayney Shire Council, Cadia Valley Operations and a state government grant. The total cost of the project will be over \$300,000.

We have been advised that the cost for a new hydrant will be \$1200 at the expense of the developer but we are hoping that Central Tablelands Water would be able to consider providing this service without cost to our organisation as a further donation to the Trevor Pascoe Pavilion project and the museum complex. This location for the hydrant is adjacent to both the local school and the police station. Is it possible that the costs could be waived?

We appreciate your consideration of this request and look forward to your reply.

Yours sincerely,

*Jaqueline Irvine*  
Jaqueline Irvine  
Secretary GMMM



S P R I N G 2 0 1 4

# the Memory Bank

Quarterly Newsletter of the Millthorpe & District Historical Society

## The President Writes

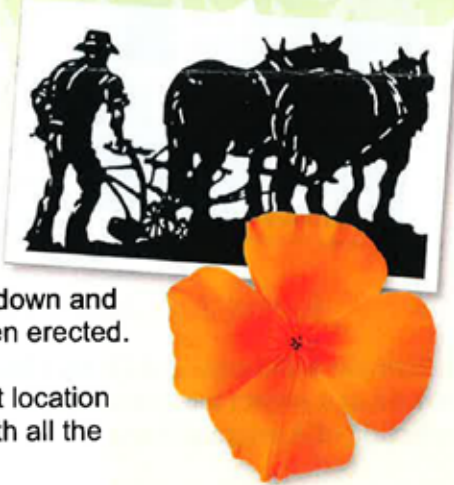
Our present major project 'The Trevor Pascoe Pavilion' is coming along really well. The concrete tilt panels making up the western fireproof walls are in place, the concrete floor is down and the steelwork for the posts and trusses have been erected.

The Pea Viner has been moved to its permanent location and once displayed will be in a shed together with all the other pea growing machinery.

Plans are well under way for the interior of the pavilion. It is to feature Australian inventions that made a huge difference to agricultural, industrial and domestic life worldwide. We have eighteen such items and machines in various sections of the museum and these will be assembled in the one area with many other inventions featured with photos and written stories. Other areas of the pavilion will be taken up with the museum office, a work area for assembling various displays and another area to be used as a temporary exhibition space.

The aim is to have the building finished with an official opening on Saturday, 21<sup>st</sup> November 2015 coinciding with the 50<sup>th</sup> anniversary of the opening of the first museum building, The Good Templars Hall, which was opened by The Hon. Charles Cutler on 20<sup>th</sup> November 1965.

Peter Whiley  
President



MEMORY BANK

SPRING 2014



## THE SAMPLER

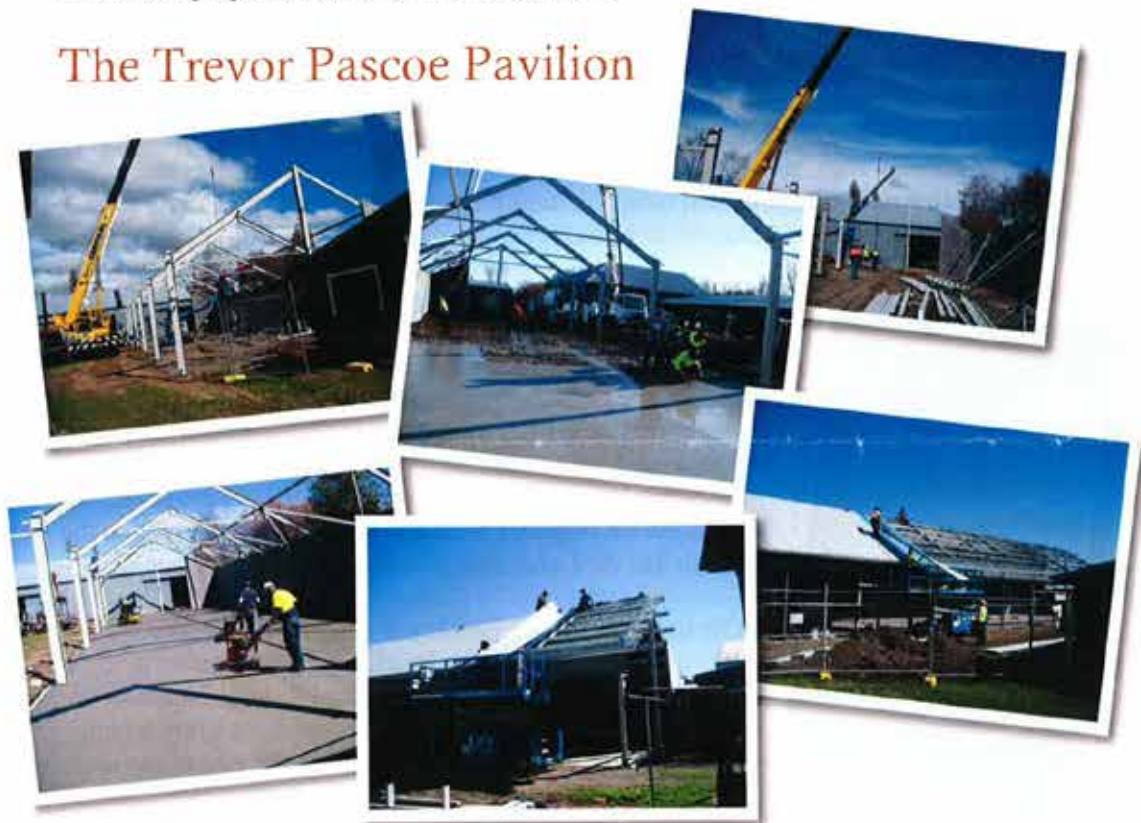
One of the more unusual items in our museum is a small, shriveled up item that appears to be an apple under glass. That is in fact what it is!

The apple, from 1850, was possibly one of the first picked from a tree on the property of William and Lucy Unwin, early pioneers of the Millthorpe district. It represents the beginning of apple production in the area.

The apple was allowed to dry on the tree, then picked and kept away from the air. It was retained by the family for many years before being donated to the museum in 1965.

An interesting aspect is that the seeds still rattle inside.

## The Trevor Pascoe Pavilion





## Central Tablelands *Water*

Our Reference: CR.SD.1

Contact: Gavin Rhodes

27 October 2014

Ms Jaqueline Irvine  
Millthorpe & District  
Historical Society Inc  
PO Box 27  
MILLTHORPE NSW 2798

Dear Ms Irvine,

**Re: New Street Hydrant for Millthorpe Museum**

Further to your letter dated 16<sup>th</sup> October 2014, I advise that Council has a policy of all requests for donations are considered by Council on application. Council has subsequently considered the case where an appeal for a donation is received between meetings and has decided that all appeals must still come before Council.

Therefore noting Council's policy, your letter will be submitted to Council at its next meeting on 10 December 2014 for consideration.

I will advise you further following Council's December meeting.

Yours faithfully,

A handwritten signature in cursive script, appearing to read 'G. Rhodes'.

G. Rhodes  
**General Manager**

**11) Letter of appreciation and gratitude from Mr Tony Perry**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That Council note the report.

**REPORT**

The General Manager received a letter from the recently retired General Manager Mr Tony Perry on 1 December 2014 conveying his appreciation and gratitude to Council for his retirement farewell dinner.

A copy of Mr Perry's letter is attached to this report.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

- 1 Letter from Mr Tony Pery 1 Page

PO Box 9088  
Bathurst NSW 2795

1 December 2014

Mr Gavin Rhodes  
General Manager  
Central Tablelands Water  
PO Box 61  
BLAYNEY NSW 2795

Dear Gavin,

I write this long overdue letter requesting that you convey to Council my deep appreciation and gratitude for the wonderful farewell dinner that was given to me in Bathurst following my retirement from Council.

The evening was a very emotionally charged occasion for me and a very humbling experience. I was overwhelmed by the attendance and the very gratifying and complimentary testimonials that were made during the evening.

My career in local government over 41 years, and in particular the past 23 years at CTW, was a very rewarding experience and already I am missing the friendship, professional interaction and camaraderie of the Councillors and staff.

Once again, on behalf of my wife and family, my sincere gratitude to Council for extending to me such a wonderful farewell evening and for extending an invitation to my family, friends and such a large cross section of local government to attend.

My very best wishes to all Councillors and staff for the future years ahead. I will keep in touch.

Yours sincerely



Tony Perry

**12) Closing of Office over Christmas - New Year (CM.ME.1)**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That Council note the report.

**REPORT**

Council has resolved in past years to close the office during the Christmas-New Year period. This closure normally involves three working days and the administration staff have been granted leave for this period in lieu of overtime worked during the previous 12 months.

Under this arrangement, the office would close at 5pm on 24 December and re-open on 2 January. The administration staff have requested that consideration be given to closing the office from 22 December 2014 to 2 January 2015, inclusive, with the administration staff being granted three days leave in lieu of overtime and the remaining days required to be taken as annual leave. The General Manager has approved this request as it was resolved at the December 2013 Council Meeting that *'Reoccurring events be left to the discretion of the General Manager.'*

As has been the practice in previous years, operational staff work as normal and are rostered on-call over the public holidays to attend to any emergency. Emergency numbers for all locations will be advertised in the local press, on Council's web page and on the front door of Council's office during the month of December and until the office re-opens on 5 January 2015.

Closing the office has not caused any problems in previous years and there does not appear to be any reason not to continue this practice. The General Manager has confirmed that the offices at Blayney Shire Council will also be closed for this Christmas close down period.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil



**13) WBC Alliance - Executive Manager's Report (CM.AG.6)**

(Donna Galvin)

**RECOMMENDATION:**

1. That the information be noted.

**REPORT****Fit for the Future:**

I am providing facilitation and project support to the Councils as they prepare their responses to FFF. I am involved in a number of activities and actions including;

- attending the OLG Practitioner workshop in Dubbo on 3 December to seek information on completing the FFF Templates and Responses
- Attending the Centroc JO Pilot workshop in Blayney on 27th November
- Assisting the GM Cabonne facilitate a workshop with Councillors on 9th December and providing project management support to the Project team established at Cabonne (including preparing a project plan)
- Assisting the GM Blayney facilitate workshop with Councillors on 17th December and Staff on 18th December
- Assisting Acting GM Wellington in the preparation of report and information for the 17th December Council meeting (and attending same)
- Working on templates and tools that may assist councils in their responses

**Asset Management Software:**

The Alliance Councils are working together on a joint Request for Quotation for the supply of Asset Management software. The RQF closed on 13 November with 8 providers applying. The evaluation team (Directors Infrastructure from each council) short listed 3 companies that have been invited to demonstrate the system. These demonstrations will take place:-

- Asset Finda – in Wellington 10 December
- Assetic and Open Office – in Cabonne 15 December

Staff from Engineering and Finance from each council will participate and evaluate the system. From this the successful vendor will be selected. The shortlisted providers have all indicated that there will be discounts offered for more than one council purchasing the system and with all of them there will be savings achieved through joint implementation and training.

**IPR and Budget Projects - Wellington**

I facilitated a workshop on 29th October for Managers and Directors with the aim of:

- Revisiting the IPR framework
- Preparing for development of Operational Plan and budget for 2015/16 (this work must be completed by 12 December)
- Providing training in the use of new IPR software which will greatly assist in the management of the plans and reporting on outcomes

Directors and Managers now have until 12 December to complete this work. It is critical that this timeframe is met, otherwise it will be very difficult to meet the timelines for budget for 15/16.

**Risk Management Training:**

Joint Risk Management training was held in Blayney on the 19 and 20th November with 40 staff from the Alliance councils attending. Feedback was very positive and each of the councils will now be able to further implement risk management strategies and management through their councils. This joint initiative resulted in an estimated saving of \$23 700 from discount offered by the provider for joint delivery.

**Meeting of Alliance Board:**

The WBC Board met in Cabonne on 12th November. This was the last meeting of the Board for 2014. The key agenda item was Fit for the Future and gave the Board members and opportunity to discuss strategies and how they will respond. In the meantime they recommend that the Alliance take a “business as usual approach” and continue to find ways to work together to achieve savings and efficiencies.

**Next WBC Board meeting:**

The next scheduled meeting of the Board will be 4th March in Cabonne.

**End of year:**

As this will be my last report to the Councils for 2014 I would like to take this opportunity to wish Councillors and staff all the very best for the Christmas and New Year season. 2014 has again produced some great outcomes for the Alliance Councils by working together. I continue to enjoy the role I hold and to have the honour to work with such wonderful staff and leaders in the councils. There is no doubt that 2015 will bring major challenges and decisions for all councils. I look forward to providing support to your Councils where I can.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil.

**14) Maintenance of Council's Systems (WS.MO.4)**

(Darrell Sligar)

**RECOMMENDATION:**

1. That the information be noted.

**REPORT***a) Meter Reading*

The second meter read for the 2014/15 financial year commenced on 9 October and was finalised on 24 October.

*b) Meter Change Program*

The meter change program continued throughout the County area with thirty two meters being replaced due to age and readings. Three master meters were replaced in the Canowindra / Moorbel system.

*c) Service Replacement Program*

Council Staff completed twenty two service replacements and sixteen partial replacements during the past two months.

*d) Hydrant/Valve Maintenance*

Hydrant and valve maintenance continued throughout the county area during the previous two months, hydrant were rewashered in South Canowindra, Canowindra, Moorbel & Lyndhurst.

*e) Pump Station Maintenance*

Inspections were carried out on all operational pumps during November, all seals, bearing temperatures and alignments were checked.

*f) Trunk Main inspections*

TM'X' Lake Rowlands to Blayney, TM'A' Lake Rowlands to Carcoar, TM'U' Canowindra to Manildra, and TM'C' Carcoar to Limestone Creek have been checked for leaks, faulty valves, fence alignments with all faults being rectified, new concrete surrounds have been placed on sluicevalves on TM'X' and TM'C'

*g) Staff Training*

The following staff training was completed in November. 1 x Forklift, 1 x Department of Health Fluoride Certificate, 2 x Drinking Water Management System Workshop.

*h) Filtration Plant*

A low speed flocculator has been refurbished and placed back into operation at Carcoar.

Two sludge lagoons have been cleaned and placed back into operation

*i) Capital Works*

Blayney Filtration Plant

Filter headloss transmitters and displays are now completed PLC hardware and cabinets are now completed. Autodialler is now completed

Carcoar Filtration Plant

Plenum floor has been rebolted, regouted and sealed. New media has been installed and filter back in operation.

Gooloogong Bridge

New pipework has been installed on the downstream deck of the new bridge, connections to both sides of the river will be completed in the next couple of months.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**15) Performance of Council's Systems (WS.MO.4)**

(Darrell Sligar)

**RECOMMENDATION:**

1. That the information be noted.

**REPORT**

*j) Main breaks*

The main failures recorded during the past two months are listed in the table below.

Location		Date	Size	Comment
Manildra	Orange Road	15.10.14	100mm	Tree Root
Trunk Main 'C'	Sugarloaf Rd	24.09.14	225mm	Collar
Rural Schemes	Nyrang Creek	10.09.14	80mm	Split Length
	Nyrang Creek	21.10.14	110mm	Split Length

*k) Reservoir Levels*

All reservoir levels have been maintained at or near 100% of capacity.

*l) Service Complaints and Requests*

A summary of service complaints and requests received for the last two months are as follows:

Town / Complaint	Count of Service
<b>BLAYNEY</b>	<b>13</b>
DIRTY WATER COMPLAINT	5
LEAKING METER	4
LEAKING SERVICE	2
METER NOT SHUTTING OFF	1
NO WATER COMPLAINT	1
<b>CANOWINDRA</b>	<b>13</b>
HYDRANT LEAKING	2
LEAKING METER	3
LEAKING SERVICE	3
MAIN BREAK	2
MAINTENANCE - GENERAL	1
QUALITY COMPLAINT	2
<b>CARCOAR</b>	<b>1</b>
MAINTENANCE - GENERAL	1
<b>CARGO</b>	<b>3</b>
LEAKING METER	1
NO WATER COMPLAINT	1

QUALITY COMPLAINT	1
<b>CUDAL</b>	<b>2</b>
LEAKING METER	1
LEAKING SERVICE	1
<b>EUGOWRA</b>	<b>2</b>
LEAKING METER	1
PATHCOCK FAILURE	1
<b>GRENFELL</b>	<b>8</b>
DIRTY WATER COMPLAINT	2
LEAKING METER	4
LEAKING SERVICE	1
QUALITY COMPLAINT	1
<b>MANILDRA</b>	<b>4</b>
LEAKING METER	1
LEAKING SERVICE	2
MAIN BREAK	1
<b>MILLTHORPE</b>	<b>5</b>
LEAKING METER	3
PATHCOCK FAILURE	1
QUALITY COMPLAINT	1
<b>Grand Total</b>	<b>51</b>

*m) Lake Rowlands*

The level of Lake Rowlands has decreased from 98% to its present level of 88% 312 megalitres was discharged from Lake Rowlands during October.

*n) New Water Services*

During the past two months there were six new water services connected to Councils mains:

Grenfell 3 x 20mm residential connections  
 Moorbel 1 x 20mm residential connection  
 Lyndhurst 1 x 20mm residential connection  
 Mandurama 1 x 20mm residential connection

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**16) Questions on Notice**

(Gavin Rhodes)

No questions on notice were received.

**ATTACHMENTS**

Nil



17) **Water Leakage – Account 4053000008 (CR.EQ.1)**  
**General Manager Performance Agreement (PE.EC.2)**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That, as this matter deals with items that are subject to the affairs of an individual, Council consider it in Committee of the Whole and that in terms of Section 10A (2) of the Local Government Act, the press and the public be excluded from the meeting of the Committee of the Whole.

**ATTACHMENTS**

Nil

**18) Proceed to Committee of the Whole**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That, as business for the Ordinary Meeting has now concluded, Council proceed into Committee of the Whole to discuss the items referred to in the report.

*Council should exclude the press and public at this point, for confidential discussion on the items referred to Committee*

**ATTACHMENTS**

Nil

**19) Report of the Committee of the Whole**

(Gavin Rhodes)

**RECOMMENDATION:**

1. That the recommendations of the Committee of the Whole be adopted.

**ATTACHMENTS**

Nil

**Minutes of the Ordinary Meeting of Central Tablelands Water held at  
Blayney Shire Council, on Wednesday, 8 October 2014,  
commencing at 10.30am**

<b><u>Present</u></b>	Cr. Geoff Braddon OAM	(Chairman)	Blayney
	Cr. David Somerville	(Deputy Chairman)	Blayney
	Cr. Anthony Durkin		Cabonne
	Cr. Kevin Walker		Cabonne
	Cr. Geoffrey McClelland		Weddin
	Cr. Alan Griffiths		Weddin
	Gavin Rhodes	(General Manager)	
	Darrell Sligar	(Director Operations & Technical Services)	
	Raelene Mulligan	(Director Finance & Corporate Services)	

**APOLOGIES**

Nil

**CONFIRMATION OF MINUTES**

**14/077 RESOLVED:**

That the Minutes of the Ordinary Meeting of Central Tablelands Water, held on 13 August 2014, being minute numbers 14/056 to 14/076 inclusive, be confirmed.

(Cr. McClelland/Cr. Griffiths)

**CHAIRMAN'S MINUTE**

Welcome to John O'Malley our External Auditor from Intentus Chartered Accountants who will be presenting our Annual Financial Statements later this morning. It's pleasing to see another favourable operating result for financial year 13/14.

The General Manager, Director Operations & Technical Services and I attended the LGNSW Water Management Conference on 25-27 August at Port Macquarie. The Hon Kevin Humphries MP, Minister for Natural Resources, Land and Water addressed delegates at the conference, highlighting the NSW Government's key priorities in tackling water issues, particularly across regional and rural areas of the state.

Affordable high quality water supplies to regional communities, the need to improve regional water plans, and protecting access to water for industry and communities were all high on the Minister's agenda, as was identifying and developing more storage facilities in NSW over the years to protect future water security.

The President of Local Government NSW, Cr Keith Rhoades, welcomed the Minister's address, and added that Local water utilities are looking to the future, with 92 per cent having a sound 20-30 year strategic business plan and financial plan, compared to 31 per cent 15 years ago.

I hope that the State Government recognises the strong performance of council-owned local water utilities and recommends councils retain these services.

I would like to thank Cr Somerville for representing CTW at the Centroc Board Meeting held at Parliament House in Canberra on 26 August. From all reports it was very worthwhile, giving attendees the opportunity to meet with Federal Ministers and Members to discuss various regional issues.

As you would be aware, the Office of Local Government (OLG) responded to the Local Government's Review Panel's final report on the 10th September. The theme of the response is based on Council's proving that they will be Fit For the Future (FFF). In today's business paper the General Manager has provided two reports regarding the FFF of which one is for information and the other requesting concurrence to join a pilot Centroc Join Organisation of Councils (JOC). No doubt this will spark debate, however, we must do what we think is best for CTW and its consumers.

That concludes my Chairman's minute, would someone like to move that my report be received and adopted.

**14/078 RESOLVED:**

That the Chairman's Minute, as read, be accepted and the contents therein be noted and endorsed.

(Cr. Durkin/Cr. McClelland)

**14/079 RESOLVED:**

That Councils auditor Mr John O'Malley present Councils audited Annual Financial Statements for 2013/2014.

(Cr. Griffiths/Cr. Durkin)

*Councils Auditor, Mr John O'Malley a Partner with Intentus Chartered Accountants presented his findings of the 2013/2014 Financial Statements*

**01) ELECTION OF CHAIRMAN AND DEPUTY CHAIRMAN (GO.CO.2)**

**14/080 RESOLVED:**

That Council adopt the ordinary voting system for election of Chairman and Deputy Chairman.

(Cr. Walker/Cr. Somerville)

**Proceedings in Brief:**

*The General Manager advised that he had received two nominations for the position of Chairman, namely Cr. Geoff Braddon OAM and Cr. David Somerville.*

*The position of Chairman was chosen by lot after a tied ordinary ballot between Cr. Braddon OAM and Cr. Somerville.*

**Cr. David Somerville was declared duly elected as Chairman.**

*The General Manager advised that he had received two nominations for the position of Deputy Chairman, namely Cr. David Somerville and Cr. Kevin Walker and called for any further nominations.*

*Cr. Walker was elected unopposed after Cr. Somerville withdrew his nomination for the Deputy Chairman's position.*

**Cr. Kevin Walker was declared duly elected as Deputy Chairman.**

*The newly elected Chairman Cr Somerville then proceeded to chair the meeting and requested that it be noted Cr Braddon OAM left the meeting at 11.10am due to feeling unwell.*

**02) COUNCIL COMMITTEES (GO.CO.2)****14/081 RESOLVED:**

That Council confirm the Audit Committee comprise of the Chairman (or delegate), two (2) external independents, the General Manager as an observer, and the Director Finance and Corporate Services assuming the role of Secretariat to the Audit Committee (responsible for the coordination of the audit committee, functions and processes).

(Cr. Durkin/Cr. McClelland)

**03) MEETING TIMES AND DATES (GO.CO.2)****14/082 RESOLVED:**

1. That Council hold its ordinary meetings on the 2nd Wednesday of alternate months, as follows:

Wednesday	10 <sup>th</sup> December 2014	-	Canowindra
Wednesday	11 <sup>th</sup> February 2015	-	Grenfell
Wednesday	8 <sup>th</sup> April 2015	-	Blayney
Wednesday	10 <sup>th</sup> June 2015	-	Canowindra
Wednesday	12 <sup>th</sup> August 2015	-	Grenfell
Wednesday	14 <sup>th</sup> October 2015	-	Blayney

2. Council consider the Draft Operational Plan and Budget at the April ordinary meeting each year.

(Cr. Walker/Cr. Griffiths)

**04) INTENTUS - INTERIM AUDIT MANAGEMENT LETTER Y/E 30/06/2014 (CM.AU.1)****14/083 RESOLVED:**

That the information be noted.

(Cr. Durkin/Cr. McClelland)

**05) ANNUAL FINANCIAL STATEMENTS - 30/06/2014 (FM.FR.1)**

**14/084 RESOLVED:**

1. That Council receive and note the audited financial reports for the year ended 30 June 2014, together with the auditor's report; and
2. The General Manager present a report on Council's unrestricted cash position at the December Council Meeting.

(Cr. Walker/Cr. McClelland)

**06) QUARTERLY BUDGET REVIEW STATEMENT - 30TH SEPTEMBER 2014 (FM.FR.1)**

**14/085 RESOLVED:**

That the budget review statement for the quarter ended 30<sup>th</sup> September 2014 be accepted, and the variations therein be adopted.

(Cr. Griffiths/Cr. Walker)

**07) FINANCIAL MATTERS (FM.BA.1)**

**14/086 RESOLVED:**

That the information be noted.

(Cr. Durkin/Cr. McClelland)

**08) OFFICE OF LOCAL GOVERNMENT FIT FOR THE FUTURE (GR.LR.5)**

**14/087 RESOLVED:**

That Council note the information.

(Cr. Walker/Cr. Griffiths)

**09) FIT FOR THE FUTURE REFORMS - CENTROC SEEKING CONCURRENCE WITH EXPRESSING AN INTEREST IN BEING A PILOT JOINT ORGANISATION OF COUNCIL (JOC) (GR.LR.5)**

**14/088 RESOLVED:**

That Council note the report and:

- a. Advise both Centroc and the Office of Local Government of its concurrence to be part of a Pilot Joint Organisation of Councils (a Pilot) as mooted in the "Fit for the Future Joint Organisations a Roadmap for Intergovernmental Collaboration in NSW" using the existing resources of Centroc seeking State funding as required;
- b. Propose that the Pilot work as best as practicable within Centroc policy; and
- c. Central Tablelands Water County Council join the Pilot Joint Organisation strictly on the proviso of having full membership as per its current Centroc Membership status, and approving the Expression of Interest so far as it relates to Central Tablelands

Water and its structure.

(Cr. Durkin/Cr. Griffiths)

**10) INTEGRATED WATER CYCLE MANAGEMENT (IWCM) MEETING WITH NSW OFFICE OF WATER (WS.AG.2)**

**14/089 RESOLVED:**

That Council note the report.

(Cr. Walker/Cr. McClelland)

**11) CENTROC BOARD MEETING HELD 26 AUGUST 2014 AT PARLIAMENT HOUSE CANBERRA (CM.CF.3)**

**14/090 RESOLVED:**

That Council note the report and associated minutes of the Centroc Board Meeting held 26 August 2014.

(Cr. Walker/Cr. Durkin)

**12) WBC ALLIANCE - ANNUAL REPORT (CM.AG.6)**

**14/091 RESOLVED:**

That the WBC Annual Report be noted.

(Cr. Walker/Cr. Durkin)

**13) MAINTENANCE OF COUNCIL'S SYSTEMS (WS.MO.4)**

**14/092 RESOLVED:**

That the information be noted.

(Cr. McClelland/Cr. Durkin)

**14) PERFORMANCE OF COUNCIL'S SYSTEMS (WS.MO.4)**

**14/093 RESOLVED:**

That the information be noted.

(Cr. Walker/Cr. Griffiths)

**15) QUESTIONS ON NOTICE**

No questions on notice were received.

**16) WATER LEAKAGE – ACCOUNT 5203000004 (CR.EQ.1)  
WATER LEAKAGE – ACCOUNT 1965020009 (CR.EQ.1)  
WATER LEAKAGE – ACCOUNT 2196000000 (CR.EQ.1)  
LETTER OF SUPPORT ORANGE CITY COUNCIL FOR EOI SUBMISSION FOR RESTART NSW (GR.LR.2)  
LETTER OF SUPPORT CABONNE COUNCIL FOR EOI SUBMISSION FOR RESTART NSW (GR.LR.2)**



**14/094 RESOLVED:**

That, as this matter deals with items that are subject to the affairs of an individual, Council consider it in Committee of the Whole and that in terms of Section 10A (2) of the Local Government Act, the press and the public be excluded from the meeting of the Committee of the Whole.

(Cr. Durkin/Cr. Griffiths)

**17) PROCEED TO COMMITTEE OF THE WHOLE**

**14/095 RESOLVED:**

That, as business for the Ordinary Meeting has now concluded, Council proceed into Committee of the Whole to discuss the items referred to in the report.

(Cr. Walker/Cr. Griffiths)

**REPORT OF THE COMMITTEE OF THE WHOLE**

**WATER LEAKAGE – ACCOUNT 5203000004 (CR.EQ.1)**

**RECOMMENDATION:**

That Council adhere to its policy of no concession for water leakage.

(Cr. Durkin/Cr. Walker)

**WATER LEAKAGE – ACCOUNT 1965020009 (CR.EQ.1)**

**RECOMMENDATION:**

That Council grant a 50% reduction on consumption charges for the August 2014 water account.

(Cr. McClelland/Cr. Griffiths)

**WATER LEAKAGE – ACCOUNT 2196000000 (CR.EQ.1)**

**RECOMMENDATION:**

That Council grant a 50% reduction on consumption charges for the August 2014 water account.

(Cr. Walker/Cr. Griffiths)

**LETTER OF SUPPORT FOR ORANGE CITY COUNCIL'S EOI SUBMISSION FOR RESTART NSW WATER SECURITY FOR REGIONS PROGRAM (GR.LR.2)**

**RECOMMENDATION:**

That Council formally endorse the letter of support for Orange City Council's Expression of Interest for funding under the Restart NSW Water Security for Regions Program.

(Cr. Durkin/Cr. McClelland)

**LETTER OF SUPPORT FOR CABONNE COUNCIL'S EOI SUBMISSION  
FOR RESTART NSW WATER SECURITY FOR REGIONS PROGRAM  
(GR.LR.2)**

**RECOMMENDATION:**

That Council formally endorse the letter of support for Cabonne Council's Expression of Interest for funding under the Restart NSW Water Security for Regions Program.

(Cr. Walker/Cr. Durkin)

**RECOMMENDATION:**

That as the deliberation of the Committee is concluded, the Council reconvene the Ordinary Meeting.

(Cr. McClelland/Cr. Griffiths)

**18) REPORT OF THE COMMITTEE OF THE WHOLE**

**14/096 RECOMMENDATION:**

That the recommendations of the Committee of the Whole be adopted.

(Cr. McClelland/Cr. Griffiths)

**Next Meeting:** The next meeting of Central Tablelands Water will be held in Canowindra on 10<sup>th</sup> December 2014.

There being no further business, the Chairman declared the meeting closed at 12.45pm