

# CENTRAL TABLELANDS *Water*



**Business Paper**

**Ordinary Meeting of Central Tablelands *Water***

**14 August 2019**

**Blayney**



9 August 2019

## Notice to Members

Your attendance is requested at an Ordinary Meeting of Council to be held at the Blayney Filtration Plant Building, Blayney on Wednesday, 14 August 2019 at 10.30am. Morning tea will be served from 10.00am.

### Agenda

1. Public Forum
2. Apologies for non-attendance
3. Confirmation of Minutes - Ordinary Meeting held on 19 June 2019
4. Disclosures of interests
5. Chairman's Minute
6. Councillor Representation
7. Notices of Motion
8. Reports of Staff
9. Adjourn Meeting and proceed into Committee of the Whole
10. Resume Ordinary Meeting & Report of Committee of the Whole
11. Next Meeting – Grenfell – 9 October 2019

Yours faithfully

G. Rhodes  
**General Manager**

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**OF THE ORDINARY MEETING OF CENTRAL TABLELANDS WATER**  
**HELD ON WEDNESDAY 14 AUGUST 2019**

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**01) MODEL CODE OF MEETING PRACTICE (GO.PO.1)**

**Author:** General Manager

**IP&R Link:** Strategic Priority 2 – An efficient, sustainable and customer focussed organisation.

**RECOMMENDATION:**

That Council adopt the 2019 Model Code of Meeting Practice as issued by the Office of Local Government.

**REPORT**

The Office of Local Government (Circular No 18-45/18 December 2018) has advised Councils that a new Model Code of Meeting Practice has been prescribed under the *Local Government (General) Regulation 2005* and the existing meetings provisions of the Regulation have been repealed.

The key changes to the Model Meeting Code are as follows:

- new meetings principles
- optional rules for pre-meeting councillor briefings
- optional rules for public forums
- a new requirement for meetings to be webcast
- new rules limiting the use of mayoral minutes without notice to cases of urgency
- optional rules requiring a staff report for motions seeking decisions that do not align with councils' integrated planning and reporting (IP&R) objectives
- optional rules allowing multiple items to be adopted in a block
- optional rules allowing rescission motions to be dealt with at the same meeting in cases of urgency and allowing matters to be recommitted to correct an error
- optional rules placing time limits on meetings.

Council must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code prescribed by the Regulation. An adopted meeting code must not contain provisions that are inconsistent with the mandatory provisions.

Councils and committees of councils of which all the members are councillors must conduct their meetings in accordance with the code of meeting practice adopted by the council.

No submissions were received during the exhibition period and therefore the policy is recommended for formal adoption.

**BUDGET IMPLICATIONS**

Operational Plan 19/20

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

## **02) DISCLOSURE OF INTERESTS (GO.CO.3)**

**Author:** General Manager

**IP&R Link:** Strategic Priority 2 – An efficient, sustainable and customer focussed organisation – 2.5.5 Good governance in place with timely management of council meetings.

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### **RECOMMENDATION:**

That Council note the report.

### **REPORT**

Section 449 (3) of the Local Government Act requires that:

*“A councillor or designated person holding that position at 30 June in any year must complete and lodge with the general manager, within 3 months after that date, a return in the form prescribed by the regulations.”*

Current councillors (and senior staff) are required to submit returns by 30 September 2019.

A copy of the Schedule 3 return was included with this business paper.

Councillors are respectfully requested to comply with the requirements of the Act by completing the return and lodging it with the General Manager either at this Council meeting or by 30 September 2019.

### **BUDGET IMPLICATIONS**

Nil.

### **POLICY IMPLICATIONS**

Nil

### **ATTACHMENTS**

Nil

**03) POTENTIAL EMERGENCY DROUGHT PROJECT (WS.AG.1)**

**Author:** General Manager

**IP&R Link:** Strategic Priority 1 – Provide a high quality and reliable drinking water supply – 1.1 – Service provision through fit for purpose infrastructure – 1.3 Best practice asset management – 1.4 – Mitigate environmental impacts on service delivery – 1.5 – Efficient use of water.

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**RECOMMENDATION:**

That Council note the report.

**REPORT**

As the current drought period continues in the region and throughout New South Wales, the level of Lake Rowlands as of 9 August is at 50% of capacity.

With water supply demand decreasing by approximately 50% since the cooler Autumn period, it is anticipated that further reductions in demand will follow during Winter. However, based on the current level of Lake Rowlands, significantly reduced regional water sources, and the long term rainfall forecast not looking favourable, the Centroc Water Utilities Alliance (CWUA) have instigated a regional approach and called on all members to provide a list of potential drought emergency projects.

The potential emergency drought projects have been compiled and were presented at an urban water security emergency strategic session in late July. The outcome of the strategic session is not yet known, however, it is envisaged that by taking a regional approach, it will strengthen the case of attracting funding required to assist in resolving these emergency drought issues.

A list of CTW's emergency drought projects are attached to this report for information.

**BUDGET IMPLICATIONS**

Dependant on government funding.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Potential CTW Emergency Drought Projects

Infrastructure Project	Council/s	INFRASTRUCTURE Stage /\$'s?	ISSUES	SUPPORTING DOCUMENTATION	NEXT STEPS
<p><b>Raising Lake Rowlands existing Dam wall to 880m RL</b> – Extends Lake Rowlands storage from 4,500ML to approx. 8,000ML. This project will make use of existing foundations that were originally built for an ultimate dam storage capacity of 10,500ML however the environmental impact of flooding the Neville Rd and Darrington Bridge if the Dam wall was raised to the ultimate design is considered a significant additional cost, whereby raising the dam wall to 880m FSL removes this impact. Additionally, the reduction in raising the dam wall to only 880m FSL ensures the existing foundations should be adequate to support the new lower height concrete buttresses. As all the buttress wall foundations are existing, augmentation of this <u>Dam provides a unique opportunity to capture and store the next drought breaking rain period, therefore enabling medium term drought proofing to CTW and its existing interlinking Orange City Council &amp; Cowra Shire customers.</u></p>	CTW	<p>CTW has self-funded the engagement of consulting engineers GHD to complete its assessment of existing foundation and support structures to ensure raising dam to lower height of 880m RL.</p> <p>CTW has self-funded Premise to assemble all documentation and provide 3<sup>rd</sup> party engineering support for the further development of the project and assist CTW in seeking Government funding opportunities.</p> <p>GHD has provided a 1<sup>st</sup> pass Est of \$10M, based on their findings 26<sup>th</sup> July 2019, to complete works</p>	<p>GHD was onsite 26<sup>th</sup> July 2019 to undertake preliminary assessment. As a result of the preliminary assessment GHD confirmed that the raising of the wall to 880FSL was feasible after augmenting the existing foundations, buttresses and slab.</p> <p>CTW is seeking funding to enable a fast turnaround for GHD to undertake a Design package, extend the wall and capture the next drought breaking rainfall.</p> <p>CTW is seeking \$10M funding for the detailed Design and the Construction stages of this project.</p>	<p>Original ultimate design and as constructed drawings and documentation is available.</p> <p>This project has been listed on the 2018 WaterNSW 20 year Infrastructure Options Study for the Lachlan Valley.</p> <p>This project will complement the proposed Lake Rowlands to Carcoar Dam interconnection project currently being assessed by WaterNSW</p>	In principle agreement for Government funding support.
Infrastructure Project	Council/s	INFRASTRUCTURE Stage /\$'s?	ISSUES	SUPPORTING DOCUMENTATION	NEXT STEPS
<p><b>Building new 26,500ML Coombing Creek Dam downstream of existing Lake Rowlands Dam.</b> – This project had been previously documented as an opportunity to meet CTW's and their neighbouring councils, future demands and long term drought proofing.</p>	CTW	<p>Two possible sites had been previously assessed approximately 2.5km downstream of existing Lake Rowlands Dam. Preliminary budgets for these two sites had been</p>	<p>This project was overlooked due to a Climate Change Yield model. CTW wishes to have the original yield study be reassessed based on real data calibration.</p>	<p>All preliminary studies and conclusions for construction techniques and costings have been documented and readily available.</p>	In principle agreement for Government funding support.



		<p>assessed and costed in 2009.</p> <p>CTW has self-funded Premise to assemble all documentation and provide engineering support for the further development of the project to seek Government funding opportunities.</p> <p>Est \$70M to complete all headworks.</p>			
Infrastructure Project	Council/s	INFRASTRUCTURE Stage /\$'s?	ISSUES	SUPPORTING DOCUMENTATION	NEXT STEPS
<p><b>Blayney Well / Blue Hole water pre-treatment and associated pipeline to Blayney Water Treatment Plant</b> –Investigation into best practice water treatment requirements to allow water sourced from Blayney Well/Blue Hole to be used as a source of raw water for Blayney Water Treatment plant.</p> <p>Blayney Well/ Blue Hole is the only bore site available to supply water, in the absence of raw water extraction from Lake Rowlands Dam, to the top end of CTW infrastructure servicing the townships of Millthorpe, Blayney, Carcoar, Mandurama and Lyndhurst, as well as rural customers between Carcoar Water Treatment Plant and Canowindra Township.</p>	CTW	<p>CTW is providing a self-funded Scoping study for HunterH2O to undertake desktop modelling using location and water samples to recommend a suitable water treatment package plant to allow the extraction of raw water from CTW's Blayney Well to be used as a suitable raw water supply for CTW's Blayney Water Treatment plant.</p>	<p>Water will need to be pre-treated and mixed with Lake Rowlands raw water supply as Blayney Well / Blue Hole daily yield is very low.</p>	<p>CTW's current Drought Management Plan and Drinking Water Management System.</p>	<p>Awaiting outcome of scoping study. Seek Government funding to assist with offsetting pre-treatment package plant costs including its operational costs.</p>

Infrastructure Project	Council/s	INFRASTRUCTURE Stage /\$'s?	ISSUES	SUPPORTING DOCUMENTATION	NEXT STEPS
<p><b>Lithgow to Kings Plains Pipeline</b> –Excess water at Centennial's Springvale Mine near Lithgow is transferred to the headwaters of the Belubula River at Kings Plains to supplement storage in Carcoar dam.</p> <p>The project would be carried out in tandem with the construction of a pipeline by Regis Resources which will draw water from the same source to be used as process water in the construction and operation of the proposed McPhillamys gold mine.</p> <p>Regis will take 4-5 GLpa about one third of the surplus water at Springvale. There is approximately 7-9GL pa additional surplus water. Water is currently treated at Springvale to the standard required for Mt Piper power station.</p> <p>The opportunity is to improve water security for both towns and economic development at a fraction of the normal cost by piggy backing off the approval processes and trenching work to be undertaken by Regis. The Regis pipeline will be approximately 70-80kms in length.</p>	CTW	<p>Scoping underway.</p> <p>With funding support from Centroc, CTW has engaged Premise to complete scoping work.</p>	<p>Water will need to be treated and pumped.</p> <p>Electricity costs will be high-pumping uphill.</p>		Awaiting outcome of scoping study.

Infrastructure Project	Council/s	INFRASTRUCTURE Stage /\$'s?	ISSUES	SUPPORTING DOCUMENTATION	NEXT STEPS
<p><b>Cowra to Central Tablelands Water bi-directional pipeline (medium term)</b></p> <p>Trunk Main H installation of pumps from Cowra to Trunk Main C. Existing Pipeline from Cowra to CTW -Trunk Main H. Trunk main H is owned by Cowra Shire Council.</p> <p>CTW to construct 2-3 pump stations to enable water to be pumped in reverse from Cowra to Trunk Main C with the potential to put 3.5ML/d back into the CTW system. With a pipeline upgrade to Trunk Main C from Canowindra to Carcoar this would enable the distribution of additional water through the CTW system, including the recently constructed Carcoar to Orange water security pipeline.</p> <p>Cowra – CTW project would assist Molong/Cumnock &amp; Yeoval.</p> <p>If the interlinking Gooloogong to Forbes pipeline is also constructed, both projects would assist Forbes and Parkes in the long term.</p>	<p><b>CTW Cowra</b></p>	<p>Existing proposal for a 12ML reservoir at Carcoar Treatment Plant – shovel ready project.</p>	<p>Water will need to be pumped approximately 500m in elevation. Electricity costs will be high due to pumping uphill.</p>	<p>CTW Drought Management Plan p 57 Design docs for Woodstock Pump station CSC</p> <p>The agreement between CSC and CTW is to supply water to CTW from the Lachlan River in case of extreme emergency.</p>	<p>In principle agreement for Government funding support.</p>
<b>Manildra to Molong Pipeline</b>		Concept only at this stage.			

**04) SAFE & SECURE WATER PROGRAM UPDATE (GR.SL.2)**

**Author:** General Manager

**IP&R Link:** Strategic Priority 2 – An efficient, sustainable and customer focussed organisation – 2.2.7 – Secure grant funding where available to support delivery and development of services and infrastructure.

Strategic Priority 3 – Regional leadership and collaboration – 3.1.1 Work closely with Central West JO (through Water Alliance) for regional water security – 3.1.2 – Participate in opportunities for resource, expertise and knowledge sharing with Central West JO – 3.1.4 – Develop a regional water security strategy.

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**RECOMMENDATION:**

That Council note the report.

**REPORT**

As previously reported, the NSW Government announced in June 2017 the Safe and Secure Water Program (SSWP) targeting water and sewerage projects in regional NSW to ensure infrastructure meets contemporary standards for water security, public health, environmental and safety outcomes into the future. The SSWP provides co-funding to successful applicants for water and sewerage infrastructure.

**12 ML Carcoar Water Treatment Plant Reservoir and Trunk Main K**

The Senior Management Team (SMT) resubmitted the 12 ML reservoir application on 1 April 2019 for consideration at the next SSWP Technical Review Panel (TRP) meeting. The application included further reservoir sizing information aligning with CTW's strategic infrastructure planning framework. The SMT was assisted by water industry experts Hunter H2O for the resubmission.

CTW was formally notified by the SSWP TRP Chair on 1 July 2019 that the application was assessed by the TRP on 18 April 2019 and was not recommended for funding under the SSWP.

CTW will continue to work with the regional representatives from DoI – Water and HunterH2O to undertake further reservoir modelling.

**Scoping Study - Lithgow to Kings Plains Water Transfer Pipeline**

A steering committee meeting for the Lithgow to Kings Plains Water Transfer Pipeline project was held in Blayney on 4 July 2019. Stakeholders from CTW, Central NSW JO, DoI Water, WaterNSW, and Regis Resources were in attendance. Minutes from this meeting are being finalised and will be distributed to committee members and councillors in due course.

This scoping study is being undertaken by Premise with 45% of the study now complete.

**Feasibility Study - Caragabal Water Supply**

This is Page No. 10 of the Agenda presented to the Ordinary Meeting of Central Tablelands County Council held at Blayney on 14 August 2019

Due to the prolonged drought and the current dire water supply issues at Caragabal, CTW are continuing to advocate for government funding to undertake a feasibility study to potentially provide a reliable potable water supply to the village of Caragabal.

Feasibility study proposals were requested and received from four (4) water industry experts. These proposals will form the basis of funding being sought through the SSWP.

Under the new SSWP guidelines, potential projects such as supplying water to Caragabal would have to be identified in CTW's Integrated Water Cycle Management Plan (IWCM) as a high risk. CTW subsequently submitted an Expression of Interest (EOI) through the SSWP seeking eligibility for co-funding to update CTW's current IWCM. CTW was advised on 11 June that it was eligible for co-funding under Stream 2 of the SSWP with the next step being to develop the IWCM proposed scope of works.

To expedite this funding opportunity, Council resolved in June to write directly to the Minister for Water requesting that funding be considered outside of the IWCM requirements of the SSWP. Subsequently, correspondence was sent to the Minister in early July with another letter to be issued this month following a meeting with the Minister on 6 August.

### **BUDGET IMPLICATIONS**

Operational Plan 2019/20

### **POLICY IMPLICATIONS**

Nil

### **ATTACHMENTS**

Nil

**05) CENTRAL TABLELANDS WATER REBRANDING PROJECT (GO.CO.1)**

**Author:** General Manager

**IP&R Link:** Strategic Priority 2 – An efficient, sustainable and customer focussed organisation – 2.3.6 - Complete a strategic futures review of the operating model of CTW to maximise independence and relevance.

**RECOMMENDATION:**

1. That Council note the report, and
2. Council adopt Brand Option 1 as the new brand for Central Tablelands Water.

**REPORT**

In February 2019 Council resolved as follows:

*“That Council approve additional funding of \$20,000 to progress with rebranding of Central Tablelands Water (Brand Development) and consider new signage when entering towns and villages throughout the supply network as a separate project during the 2019/20 budget process.”*

The brand development stage was completed by Adloyalty in March with the brand options being presented to the Chairman, Senior Management Team and distributed to Councillors for feedback on a preferred option. An independent staff survey was also facilitated by Adloyalty to gain the views and feedback from all staff members regarding the newly developed brand options. All staff members were then invited to attend a follow up presentation by Adloyalty to answer any further queries regarding the process and how the new options were developed.

As a result of the staff presentation and feedback, Adloyalty were further engaged to develop additional branding options. These additional options were subsequently provided to all Councillors and staff. A summation of the feedback received from staff regarding the additional logo options was issued directly to Councillors for information prior to the June meeting.

At the June 2019 meeting, Council resolved as follows:

*“That Council request a further presentation from the brand advisor prior to making a decision on a new brand.”*

The brands were refined and narrowed down to 2 options. These brands were issued to all CTW Staff and Councillors for feedback. Substantial support was received for Brand Option 1.

It is therefore recommended that Council adopt Brand Option 1 with a launch of the new brand and website to be advised in due course.

**BUDGET IMPLICATIONS**

Operational Plan 2018/19 and 19/20.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

## **06) COUNCIL RESOLUTIONS UPDATE REPORT (GO.CO.1)**

**Author:** General Manager

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation – 2.5.5 Good governance in place with timely management of council meetings.

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### **RECOMMENDATION:**

That Council note the Council Resolutions Update Report to June 2019.

### **REPORT**

The General Manager is responsible for ensuring that Council's resolutions, policies and decisions are implemented in a timely and efficient manner, progress monitored and variances reported.

The General Manager provides the management oversight in relation to all information progressing from appropriate staff to Council for consideration via the Business Paper.

After a Council meeting, each resolution is allocated to the General Manager or responsible officer to action in accordance with the Council resolution. The Senior Management Team (SMT) then discuss the progress of these resolutions at fortnightly SMT meetings.

Council have requested a Resolutions Update Report at each Council meeting.

The Council Resolutions Update Report includes Council Resolutions to June 2019.

### **BUDGET IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **ATTACHMENTS**

- 1 Council Resolutions Update table 6 Pages



**COUNCIL RESOLUTIONS UPDATE**

<b>Council Resolutions Update – Meeting held 14 August 2019</b>					
<b>Resolution Ref.</b>	<b>Date of Meeting</b>	<b>Subject</b>	<b>Responsible Officer</b>	<b>Decision</b>	<b>Action Taken/Status</b>
17/052	14/6/17	Late Item – NBN Co Ltd – Amended Lease Agreement – Carcoar Reservoir	GM/DOTS	That Council authorise the Chairman and General Manager to sign and execute under Council's Common Seal the amended lease agreement between Council and the NBN Co Ltd for the telecommunications facility on the roof of Carcoar Reservoir, in a form satisfactory to Senior Council staff.	13/2/18 - Awaiting final lease agreement from solicitors containing "third party infrastructure" conditions as per the NSW Water Directorate recommendation. 31/5/18 & 17/7/18 – Follow up emails sent to solicitor regarding progress of lease. 19/7/18 - GM spoke with solicitor's secretary to follow up. 8/8/18 – Solicitor emailed seeking final review of third party infrastructure checklist points to be included in lease. GM and DOTS are reviewing. 5/12/18 – GM met with solicitor to discuss outstanding legal matters. The lease and pipeline project property easements are expected to be completed by the end of the year. 7/2/19 – Third party infrastructure requirements sent to solicitor to finalise NBN Lease. 26/7/19 – CTW's solicitor has requested final amended leases urgently from NBN solicitors to finalise this matter.
17/088	18/10/17	Proposed Boundary Readjustment	DOTS/GM	<ol style="list-style-type: none"> <li>1. That Council approve the proposed boundary readjustment in principle;</li> <li>2. That a plan of the proposed boundary readjustment be</li> </ol>	13/11/17 – DOTS advised Mr Whitehead of Council's resolution. 14/12/17 – Mr Whitehead replied to DOTS accepting Council's in principle support to the boundary adjustment.

				<p>reported to Council once completed, for endorsement, and Council to contribute \$3,000 towards the cost of the boundary adjustment and Mr Whitehead to contribute \$3,000 for the cost of the land.</p> <p>3.</p>	<p>15/12/17 – DOTS resigned from CTW. New DOTS appointed in February 2018, commenced March 2018.</p> <p>27/4/18 – GM &amp; DOTS liaising with Mr Whitehead regarding proposed boundary adjustment.</p> <p>10/8/18 – DOTS is continuing to liaise with Mr Whitehead regarding boundary adjustment.</p> <p>7/12/18 – DOTS is following up on this matter as a priority now that a major capital works project is nearing final completion.</p> <p>12/4/19 – DOTS has been liaising with the Mr Whitehead to finalise this matter.</p> <p>10/6/19 – DOTS has engaged surveyor to survey boundary adjustment.</p>
18/057	8/8/2018	Central Tablelands Water Rebranding Project	GM	<p>That Council approve funding of \$7,000 for Stage 1 (Market Research) to include an estimate of cost for the overall branding project.</p>	<p>25/9/18 – The Chairman &amp; SMT attended Rebranding Briefing meeting at CTW office facilitated by Adloyalty. A Branding Workshop is scheduled for 17 Oct with constituent councils invited to attend.</p> <p>7/12/18 – Awaiting branding costing estimate.</p> <p>13/2/19 – Report being presented to February Council meeting for consideration.</p> <p>18/3/19 – Presentation by Adloyalty to the Chairman and SMT regarding proposed new logos. GM sent an email to all CTW Councillors requesting feedback regarding their preferred logo from the new logo options.</p>

					<p>3/4/19 – Adloyalty were advised of 2 preferred options from the feedback received from those Councillors who responded. These 2 logos were then sent to all CTW staff via an online survey facilitated by Adloyalty. The results of this survey are yet to be received.</p> <p>22/5/19 – Adloyalty presented rebranding logos to staff and sought feedback regarding the process and rebranding preferences.</p> <p>4/6/19 – Adloyalty provided additional logos as a result of staff feedback. These additional logos were provided to all staff for comment.</p> <p>7/6/19 – New logo options provided to all Councillors for consideration prior to meeting on 19 June 2019.</p> <p>19/6/19 – Council resolved to have another presentation on refined logos.</p> <p>6/8/19 – Refined logo options issued to all CTW staff and Councillors for feedback, with a report to be presented to the August meeting for a final decision.</p>
18/079	10/10/2018	Safe & Secure Water Program Update	GM  SMT	<p>3. General Manager be given delegated authority to establish a steering committee for the Lithgow to Kings Plains Water Transfer Pipeline scoping study, and</p> <p>4. That Council support CTW Senior Management in preparing and submitting an expression of interest and detailed application for a water</p>	<p>7/12/18 – GM is finalising Terms of Reference for the steering committee.</p> <p>8/2/19 – Preliminary work has commenced on the scoping study by Geolyse.</p> <p>7/12/18 – SMT are currently developing the EOI and detailed submission.</p>

				supply feasibility study at Caragabal, under the Safe & Secure Water Program in consultation with Weddin Shire Council, Caragabal Water Scheme Incorporated and the Caragabal community.	<p>11/2/19 – Advocacy meeting to be held with WSC, CTW, Caragabal community members and DOI Regional Water manager at Caragabal.</p> <p>12/4/19 – Request for feasibility study proposals were issued to 4 water industry experts. These proposals have been received and will form the basis for a request for funding through the SSWP.</p> <p>21/5/19 – EOI submitted for eligibility of co-funding to update current IWCM.</p> <p>11/6/19 – Notification provided by SSWP that CTW is eligible for co-funding under Stream 2 of the program. Next step is to develop proposed IWCM scope of works.</p> <p><b>Action complete</b> – reported in SSWP update.</p>
18/098	12/12/2018	75 Year Silver Jubilee of Central Tablelands County Council	GM	That Council authorise the General Manager to plan an official function to commemorate the 75 Year Jubilee of the proclamation of Central Tablelands County Council in 2019.	<p>13/12/18 – GM has commenced initial planning of the official function with SMT and administration staff.</p> <p>21/3/19 – Function date of 31 May proposed and agreed by Councillors. The Jubilee will also coincide with the new CTW website and rebranding launch.</p> <p>17/4/19 – Jubilee date is to be determined due to proposed date of 31 May clashing with LGNSW Country Mayors.</p> <p>6/8/19 – Executive and Governance Officer is organising venue for Jubilee</p>

					and will propose event date(s) following finalisation of rebranding decision.
18/103	12/12/2018	Renewable Energy Action Plan	GM	That Council note the report and resolve to undertake further research on the potential costs and benefits of on-site energy generation at the CTW sites of Lake Rowlands, Carcoar Water Filtration Plant and Blayney Water Filtration Plant.	21/3/19 - SMT investigating the potential costs and benefits of on-site energy generation at the CTW sites in consultation with renewable energy professionals. Also investigating potential grant funding opportunities for renewable energy projects, including studies.
19/025	17/4/2019	Customer Satisfaction Survey	GM	That Senior Management review the results of the customer satisfaction survey and provide Council with an action plan to address identified areas for improvement.	21/5/19 – SMT discussed with Chairman and will develop an action plan during upcoming SMT meetings and present to Council.
19/055	19/6/2019	Demand Management Report	GM	<ol style="list-style-type: none"> <li>1. That Council adhere to its Water Restrictions Policy and implement Level 3 water restrictions commencing 1 July 2019 across the entire CTW supply network, with the discretion of the General Manager to determine deferment of the commencement date depending on net inflows into Lake Rowlands, and</li> <li>2. Council authorise the modification of Level 3 water restrictions to allow consumers to use a trigger hand held hose for up to one (1) hour per allocated watering day to water garden only.</li> </ol>	<p>Jun, July &amp; Aug 19 - Media releases, newspaper public notices, social media messages, website notices, and account newsletters distributed throughout the water supply network.</p> <p><b>Action completed.</b></p>

19/056	19/6/19	Safe & Secure Water Program Update	GM	2. That Council write to the Minister for Water requesting that the project to supply potable water to the village of Caragabal be considered outside the Integrated Water Cycle Management (IWCM) requirements for the Safe & Secure Water Program funding guidelines.	10/7/19 – Letter sent to Minister for Water requesting the project be considered outside IWCM requirements. 6/8/19 – Project discussed with Minister for Water with a follow up letter to be sent as a result of those discussions.
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**07) FINANCIAL MATTERS (FM.BA.1)**

**Author:** Director Finance and Corporate Services

**IP&R Link:** Strategic Priority 2 – An efficient, sustainable and customer focussed organisation - Key Result Area 2.3 Improving Performance and Managing Risk – 2.3.1 monitoring of organisational and operational performance is regular, accessible and understandable

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**RECOMMENDATION:**

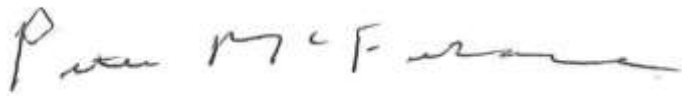
That the information in relation to Council's investments as at 31 July 2019 be noted.

**REPORT**

**Cash and Investments**

The investment summary below represents Council's total investments as at 31 July, 2019 in accordance with clause 212 of the Local Government (General) Regulation 2005 and Section 625 of the Local Government Act 1993.

The below investments have been made in accordance with the Local Government Act 1993, the Local Government General Regulation 2005 and Council's Investment Policy.



Peter McFarlane  
Responsible Accounting Officer

		Credit Rating	Term (Days)	Rate	Maturity Date	% of Portfolio
<b>Short Term Deposits</b>	<b>\$ 4,600,000.00</b>					<b>79.23%</b>
NAB - RIM Securities	500,000	AA-	218	2.70%	5/09/19	8.61%
Reliance Bank	500,000	Unrated	182	2.75%	9/08/19	8.61%
AMP - Curve Securities	500,000	A	182	2.80%	28/08/19	8.61%
Reliance Bank	500,000	Unrated	214	2.75%	4/10/19	8.61%
Reliance Bank	500,000	Unrated	183	2.75%	12/09/19	8.61%
ME Bank - Curve Securities	500,000	BBB+	120	2.35%	20/09/19	8.61%
AMP - Curve Securities	500,000	A	211	2.75%	1/11/19	8.61%
BankVic - Curve Securities	500,000	BBB+	212	2.10%	29/01/20	8.61%
NAB - Curve Securities	600,000	AA-	159	1.82%	6/01/20	10.33%

<b>At Call Deposits</b>	<b>\$ 1,205,626.48</b>					<b>20.77%</b>
Commonwealth Bank General Account	\$ 258,536.99	AA-	At Call	0.85%	N/A	
Commonwealth Bank - BOS Account	\$ 947,032.67	AA-	At Call	1.10%	N/A	
Reliance Credit Union - Cheque Account	\$ 56.82	Unrated	At Call	0.00%	N/A	
<b>Total Value of Investment Funds</b>	<b>\$ 5,805,626.48</b>					<b>100%</b>

90 Day BBSW for May 2019	1.005%
Average Rate on Term Deposits	2.530%
Margin over 90 day BBSW	1.525%

Average Term - Short Term Deposits (days) 187

<b>Portfolio by Credit Rating</b>	<b>Amount \$</b>	<b>%</b>
AA-	\$ 2,305,569.66	39.72%
A	\$ 1,000,000.00	17.22%
BBB+	\$ 1,000,000.00	17.22%
Unrated	\$ 1,500,056.82	25.84%
<b>Total</b>	<b>\$ 5,805,626.48</b>	<b>100.00%</b>

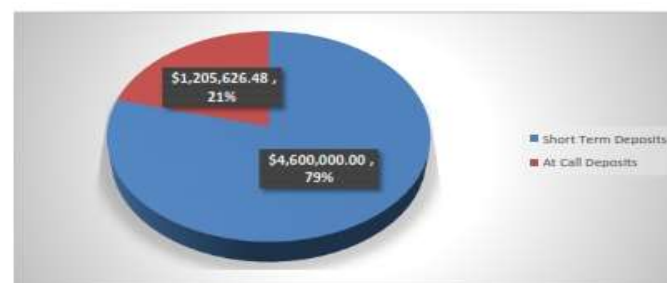
#### BANK RECONCILIATION

Balance as per Bank Statement	\$ 250,064.19
Less: Outstanding Amount	\$ -
Add: Direct Debit processed Aug 19	\$ 8,472.80
Add: Outstanding Deposit	\$ -
Balance as per Cash Book	<u>\$ 258,536.99</u>

#### GENERAL FUND

(a) Cash Book Balance	\$ 1,205,626.48
(b) Bank Balance	\$ 1,205,626.48

<b>Short Term Deposits</b>	<b>\$ 4,600,000.00</b>
<b>At Call Deposits</b>	<b>\$ 1,205,626.48</b>





**Investment Commentary**

Interest rates on term deposits (TD's) have dropped sharply in the last three months due to slowing economic activity, a 50 basis point (bps) drop in the cash rate (0.50%) and a rapid decline in the bank bill swap rate (BBSW).

Rollovers of maturing TD's is now very difficult with some institutions offering rates up to 70bps less than the maturing investment rate. Council is seeking to minimise this risk by selecting other approved deposit institutions (ADI's), however, it is important to continue to minimise overall risk through the use of a diverse range of institutions.

Whilst the term deposit investment space is very challenging, it is of paramount importance to ensure that Council's capital (principal) is preserved so that it is available to fund Council's operations and capital program as and when required.

It is notable that Council's investment portfolio still returns well in excess of the 90 day BBSW however this margin is expected to continue to decline in the foreseeable future.

**BUDGET IMPLICATIONS**

The sharp decline in term deposit rates will reduce expected investment returns in 2019/20. The actual returns against budget will be closely monitored to assess if the estimated investment amount requires variation. The 19/20 estimate of \$120K was conservatively estimated however the outlook for future interest rates is indicating that historical lows may continue to occur.

**POLICY IMPLICATIONS**

Council's investment policy requires that at least \$1 million dollars or 10% of the value of total investments, whichever is greater, be available within 7 days to minimise any liquidity risk. Council looks to achieve this through management of its overnight call account and rolling maturities to cover periods of low liquidity.

**ATTACHMENTS**

Nil

**08) AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES (CM.AU.1)**

**Author:** Director Finance and Corporate Services

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation 2.3 - Improving Performance and Managing Risk – 2.3.4 Implement internal audit processes for governance and compliance management

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**RECOMMENDATION:**

That Council note the Audit, Risk and Improvement Committee meeting minutes dated 21 February, 2019.

**REPORT**

The adopted minutes of the Internal Audit, Risk and Improvement Committee (ARIC) Meeting held on 31 October,, 2018 are attached for Councils information.

A further ARIC meeting was held on 1 August, 2019. The final ARIC meeting for 2019 will be held on 21 November, 2019.

Please note that the AIRC have requested that minutes of meetings be presented after adoption by the Committee at a subsequent meeting.

**BUDGET IMPLICATIONS**

Council has a 2019/20 adopted budget of \$21,000 that covers the cost of the committee meeting costs and the conduct of at least one internal audit project engagement per annum.

Following the adoption of a revised Charter at the April 2019 Council meeting, the Chairpersons fee is now \$750 per meeting and the other Independent Members fees are \$500 per meeting. These fees plus travel costs make the cost of holding 3 meetings per year around \$4,100. This leaves around \$17,000 annually for the engagement of a third party to conduct an Audit.

**POLICY IMPLICATIONS**

As outlined in the report.

**ATTACHMENTS**

Minutes of Committee Meeting 21 February 2019

**Minutes of the Audit, Risk and Improvement Committee Meeting of Central Tablelands Water held at Blayney Community Centre on Thursday 21<sup>st</sup> February, 2019 commencing at 11.20am**

<b>PRESENT:</b> Mr Phillip Burgett	(Elected Chairperson - Independent Member - Voting)
Ms Donna Rygate	(Independent Member – Voting)
Cr David Somerville	(Council Chairman - Voting)
Gavin Rhodes	(General Manager - Observer)
Peter McFarlane	(Director Finance & Corporate Services - Secretariat)
Noel Wellham	(Director of Operations and Technical Services – Observer)
John O'Malley	(Intentus – Contract Auditor on behalf of NSW Audit Office)

**1. Welcome**

Cr Somerville welcomed everyone to the meeting and immediately moved to item 4 of the Agenda which related to the nomination and appointment of a Committee Chairperson.

Mr Burgett was nominated by Cllr Somerville for the position of Chairperson. Mr Burgett accepted the nomination.

Mr Burgett in accepting the nomination requested that CTW and the Councils of Cabonne and Blayney give consideration to having an additional fee for the Chairperson's role to recognise the additional responsibilities of the position. Mr McFarlane advised that this would involve a change of each Council's Committee Charter and this matter will be discussed with each Council to determine a common position.

Moved: Cllr Somerville Seconded: Ms Rygate

Resolved: That Mr Burgett be appointed as Chairperson of the Central Tablelands Water (CTW) Audit, Risk and Improvement Committee.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Apologies for Non Attendance**

An apology was received on behalf of Ms Karen Taylor of the NSW Audit Office.

Moved: Cllr Somerville Seconded: Donna Rygate

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This is Page No. 1 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 21<sup>st</sup> February, 2019.

Resolved. That the apology from Ms Karen Taylor be accepted.

**4. Nomination and Appointment of Committee Chairperson**

This was dealt with at the commencement of the meeting as part of the welcome, refer to Item 1 of the minutes.

**5. Confirmation of Minutes of Audit , Risk and Improvement Committee – 31 October, 2018**

Moved: Cllr Sommerville Seconded: Donna Rygate

Resolved: That the minutes of the meeting of 31 October, 2018 be adopted.

**6. Major Developments since last previous meeting**

Moved: Cllr Somerville Seconded: Phillip Burgett

Resolved: That the report on recent developments be noted by the Committee.

**7. Committee Report 2017-19**

Mr Burgett presented the latest Chairperson's Report to the Committee. Mr Burgett highlighted the following items that are a priority for the Committee for the coming year.

1. Completion of the Business Continuity Plan (BCP).
2. Presentation of the BCP to Council at the April, 2019 meeting.
3. Updating of the risk register.
4. Consideration be given to inclusion of a business improvement agenda item at each meeting.

Moved: Cllr Somerville Seconded: Donna Rygate

Resolved: That the Committee receive and endorse the 2017-19 Committee Report and it be reported to Council as soon as possible.

**8. Financial Statement Closing Report 2017-18 and Annual Audit Engagement Plan 2018-19**

Mr O'Malley from Intentus on behalf of the NSW Audit Office outlined the contents of both documents. It was noted that the 2017/18 Audit had been completed some time ago however the closing report was issued after the previous Committee Meeting. It was noted that the Financial Statements were completed and lodged with the Office of Local Government by the due date of 31 October, 2018.

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This is Page No. 2 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 21<sup>st</sup> February, 2019.

Mr O'Malley outlined the Annual Engagement Plan (AEP) for performance of the audit of the 2018 –19 Financial Statements. The key dates being:

13-15 May 2019 - Interim Onsite Audit

19 August 2019 – Pension Subsidy Application submitted to Audit team

11 September 2019 – Draft Financial Statements submitted to Audit team

16 -19 September 2019 – Final Onsite Audit

9 October 2019 – Council meeting to resolve Council Certificates

18 October 2019 – Audit Reports Issued

It was noted that a draft copy of the Financial Statements will be circulated to the Committee members when submitted to the Audit Team. (by 1 September, 2019).

It was noted that the proposed Audit fee for 2018/19 was \$30,480 plus GST. This represents a 5.47% increase on the previous year's fee.

Moved: Cllr Somerville Seconded: Donna Rygate

Resolved: That both the 2017-18 Closing Report and 2018-19 Annual Engagement Plan be received and noted.

**9. Internal Audit Program 2018-19 – Workplace Health and Safety (WHS) Audit Findings and Recommendations**

The extensive findings and recommendations arising from the Hibbs and Associates WHS Management System Audit were submitted to the Committee. The StateCover WHS Action Plan was also presented.

Moved: Donna Rygate Seconded: Cllr Somerville

It was resolved:

1. That the receipt of the Hibbs and Associates WHS Audit and 2018 StateCover Action Plan be noted.
2. That the Hibbs and Associates report recommendations be mapped to the StateCover 2018 Action Plan.
3. That after the action plan mapping is completed and reviewed by the Senior Management Team that the action plan be distributed to the Committee members.
4. That the mapped action plan be tabled at the next Committee meeting.

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This is Page No. 3 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 21<sup>st</sup> February, 2019.



**10. Internal Audit Program Proposed 2019-20 and 2020-21**

After completion of the 2018-19 audit relating to WHS, consideration needs to be given for further programs over the remaining term of the current Committee.

It was recommended to the Committee that consideration be given to the following audit programs over the next two years:

2019-20 Fraud Prevention and Control Review

2020-21 Project Management

It was noted that the current Committee will be in place until after the next Council elections in September, 2020. It is likely that the last meeting of the current Committee will be held around November, 2020 with a new Committee being formed in 2021 following the election of new constituent Councils.

Moved: Cllr Somerville Seconded: Donna Rygate

It was resolved.

1. That a two year audit plan be submitted at the June, 2019 meeting.
2. That the risk register be updated and presented at the next meeting.
3. That the risk register be distributed when updated after completion prior to the meeting.

**11. Any other business**

There was no general business.

**12. Next meeting**

The next meeting will be held at Blayney on 20 June, 2019.

The meeting closed at 12.50pm

## **09) UNCOMPLETED WORKS REVOTES OF EXPENDITURE AT 30 JUNE 2019 (FM.BA.1)**

**Author:** Director Finance and Corporate Services

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation – 2.2.2 Complete and Report on Quarterly Budget Reviews.

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### **RECOMMENDATION:**

That the uncompleted works to be revoted and adjustments made to the adopted 2019/20 Operational Plan.

### **REPORT**

This report is to recommend the revoting of capital works projects that were not completed during the 2018/19 financial year. These revotes, if adopted by Council will then form part of the 2018/19 Operational Plan and will be incorporated into the September 2018 Quarterly Budget Review Statement.

These revotes have been considered in consultation with the relevant staff and by the Senior Management Team.

Revotes consist of costs that have already been committed by way of purchase order or contract, together with planned works that have not been completed within the 2018/19 financial year.

As a general rule unspent operational expenditure will not be revoted unless there is firm commitment by way of purchase order, contract outstanding or the funds relate to unexpended grant or contribution monies.

The recommended revotes are listed in the table below:

<b>Item</b>	<b>Amount</b>	<b>Funding Source</b>	<b>Details</b>
Trunk Main K Stage Renewal	\$328,097	Infrastructure Restriction – Unspent Funds 18/19	Will be added to the 2018/19 adopted budget of \$100,000 to complete the project and commissioning by the end of January , 2020
Plant (Vehicle Replacement)	\$75,338	Plant Restriction – Unspent Funds 18/19	3 work vehicles were scheduled for replacement in 18/19.Replacement to occur by November, 2019
Pump Station Renewals	\$26,178	Infrastructure Restriction –	To be used to augment 2019/20

		Unspent Funds 18/19	allocation of \$49,173
Orange to Carcoar Pipeline Project	\$20,000	Grant Funds – Restart	Complete processing of land easement agreements
Trunk Main A	\$2,000	Grant Funds - Restart	Complete revegetation of pipeline route.
Energy Audit Initiatives	\$28,298	Infrastructure Restriction – Unspent Funds	To be used to 2019/20 for other initiatives
Smart Metering Trial	\$4,000	Infrastructure Restriction – Unspent Funds 18/19	To be used to augment 2019/20 allocation of \$40,000
Blayney Administration Building	\$24,662	Infrastructure Restriction – Unspent Funds 18/19	To fund external works including painting and guttering repairs.
Blayney Depot Refurbishment	\$40,000	Infrastructure Restriction – Unspent Funds 18/19	Works to be scoped and undertaken in 2019/20
Blayney Filtration Plant – Carpark and Access Road	\$14,047	Infrastructure Restriction – Unspent Funds 18/19	Works ongoing. To be completed in 2019/20
<b>Item</b>	<b>Amount</b>	<b>Funding Source</b>	<b>Details</b>
Land Acquisition – near Carcoar Water Filtration Plant	\$20,000	Infrastructure Restriction – Unspent Funds 18/19	Acquisition of land for possible new projects.
Automatic Filling Stations	\$3,000	Infrastructure Restriction – Unspent Funds 18/19	Complete installation at 3 sites in Cabonne Shire
<b>Total</b>	<b>\$585,620</b>		

All these revotes are fully cash funded from the source detailed above. As these revotes relate to capital expenditure, there will be no impact upon the adopted 2019/20 operating result, however, the capital budget will increase by a further \$585,620. The amended 2019/20 capital budget will increase from \$1,977,173 to \$2,562,793.

### **BUDGET IMPLICATIONS**



These revotes if approved will be incorporated into the Sept 2019 Quarterly Budget Review Statement.

**POLICY IMPLICATIONS**

Clause 211 (1) of the Local Government (General) Regulation 2005 requires that Council must not incur a liability for expenditure of money unless a meeting of Council has:

- a. approved the expenditure , and
- b. voted the money necessary to meet the expenditure

The adoption of the revoted works will allow funding for those works to be included in the 2019/20 Operational Plan.

**ATTACHMENTS**

Nil

**10) WATER SECURITY – DROUGHT IMPACT UPDATE (WS.AM.1)**

**Author:** Director Operations & Technical Services

**IP&R Link:** Strategy Priority 1 – Providing a high quality and reliable drinking water supply – 1.1.1 Deliver capital works program based on asset management data.

---

**RECOMMENDATION:**

That the information be noted.

**REPORT**

Central Tablelands Water (CTW) continues to operate under its Drought Management Plan (DMP) 2012.

In line with this DMP, CTW implemented Level 3 restrictions on 1<sup>st</sup> July 2019 and will closely monitor its effect on Demand of Residence Consumption per Person (DoRCpP).

The target DoRCpP for Level 3 restriction is 211 Litres/person/day.

CTW will closely monitor the draw down on its Lake Rowlands Dam, and continue to supplement water by increased usage of its Gooloogong bore fields.

CTW has engaged the services of HunterH2O to assist with pre-treatment options necessary to re-introduce Bangaroo Bores, Cudal Bore and Blayney Well into the CTW network.

**BUDGET IMPLICATIONS**

Increased Operational Cost in 2019-2020 Financial Year

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

# **11) REGIONAL WATER SECURITY PIPELINE PROJECT UPDATE (WS.AM.1)**

**Author:** Director Operations & Technical Services

**IP&R Link:** Strategy Priority 1 – Providing a high quality and reliable drinking water supply – 1.1.1 Deliver capital works program based on asset management data.

---

## **RECOMMENDATION:**

That the information be noted.

## **REPORT**

In 2015, Central Tablelands Water (CTW) agreed to proceed with the Regional Water Security Pipeline Project. The project aims to improve water security and contingency through the connection of CTW and Orange City Council (OCC) water systems.

Practical Completion has been granted to the contractor as at 30<sup>th</sup> November 2018.

OCC and CTW continue to manage the 12 month warranty period.

## **BUDGET IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **ATTACHMENTS**

Nil

**12) TRUNK MAIN K RENEWAL (WS.AM.1)**

**Author:** Director Operations & Technical Services

**IP&R Link:** Strategy Priority 1 – Providing a high quality and reliable drinking water supply – 1.1.1 Deliver capital works program based on asset management data.

---

**RECOMMENDATION:**

That the information be noted.

**REPORT**

Trunk Main K supplies Grenfell with water from the Central Tablelands Water (CTW) system. Built in 1946, Trunk Main K, and a section referred as “Trunk Main K to Trunk Main C interconnection”, stretches some 37 kilometres from Gooloogong Bridge to Grenfell. The pipeline is cast iron, and while the trunk main has reliably delivered water to the township of Grenfell for the last 70 years, there were numerous areas of the pipeline that had started to fail due to pipe fatigue.

The Capital Works budget for replacement of Trunk Main K is \$6,182,364 extending originally across the 2015/16 – 2018/19 financial years.

The previous Stage 1 & Stage 2 augmentation of 250mm PVC Class PN20 pipeline was completed in December 2018, however the flushing and disinfecting of this new pipeline into Grenfell North reservoir remains on-hold due to implementation of Level 3 Water restrictions applied across CTW’s water supply networks.

The remaining section of this project, being the Stage 3 construction of 300mm Ductile Iron Class PN35 pipeline, is currently deemed to be 85% completed.

CTW has put a hold to this project to late November 2019, to await access through the private properties that have been sown with winter crops.

This project remains within budget.

**BUDGET IMPLICATIONS**

Capital Budget 2018/19, carryover 19/20.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**13) LAKE ROWLANDS DAM SAFETY UPGRADE (WS.SP.4)**

**Author:** Director Operations & Technical Services

**IP&R Link:** Strategy Priority 1 – Providing a high quality and reliable drinking water supply – 1.1.1 Deliver capital works program based on asset management data.

---

**RECOMMENDATION:**

That the information be noted.

**REPORT**

In 2013, Council engaged consultants GHD to undertake the Lake Rowlands Safety Upgrade Options Study and prepare a report for the NSW Dam Safety Committee (DSC).

Following deliberation with GHD and another independent consultant engineer with dam expertise, Council submitted its recommendation for Option 1b of this study to DSC.

In Feb 2015, DSC noted Option 1b was in line with DSC's risk based approach and requested CTW submit and undertake a program to ensure these works would be completed by March 2021.

Council have currently re-engaged consultants GHD to assist with firming up cost estimates of the original options plus undertake further option studies and costings that would not restrict the opportunity to raise the dam wall.

A letter has been forwarded to DSC by Council, recommending CTW undertake a staged approach to address each of the three risks previously identified. Addressing the highest risk has been nominated as CTW's first priority using this staged approach.

Council awaits DSC's reply.

**BUDGET IMPLICATIONS**

\$30,000.00 as per the March 2019 QBRs.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

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

**Author:** Director Operations & Technical Services

**IP&R Link:** Strategy Priority 1 – Providing a high quality and reliable drinking water supply – 1.1.2 Develop and deliver maintenance program. 1.1.4 Undertake regular water meter replacement program.

---

**RECOMMENDATION:**

That the information be noted.

**REPORT**

- a) *Meter Reading*  
The first meter read for the 2019/20 financial year was completed on 1<sup>st</sup> August as per the meter reading schedule.
- b) *Meter Change Program*  
There have been 26 meter changes undertaken since the previous reporting period.
- c) *Water Filtration Plants*  
Both Blayney and Carcoar Water Treatments Plants operations have continued unabated.
- d) *Pump Stations*  
Cleaning of Pump Stations listed under general maintenance has continued throughout the CTW network over the past 3 months.
- e) *Drinking Water Quality*  
No reportable incidences of exceeding our Critical Control Points for delivery of drinking water from the CTW Water Treatment Plants.
- f) *Trunk Mains*  
Ongoing inspections continue to be carried out on Trunk Mains and Rural supplies during the previous three months.
- g) *Hydrants*  
Ongoing inspections and maintenance requirements have continued to be carried out on hydrants throughout all towns (including Quandialla) on the CTW supply network during the previous three months.
- h) *Rural Scheme renewals*  
Trunk Main 'P' - Somers Lane. Laying of approx. 2km of 100mm Blue PVC pipeline had commenced 1<sup>st</sup> April 2019. Completion of the laying of this new main and changeover of all rural connections is expected by October 2019.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**15) PERFORMANCE OF COUNCIL'S SYSTEMS (WS.MO.4)****Author:** Director Operations & Technical Services

**IP&R Link:** Strategy Priority 1 – Providing a high quality and reliable drinking water supply – Strategy Priority 2 – An efficient, sustainable and customer focussed organisation – 2.1.4 Establish service levels and monitor and report on performance.

**RECOMMENDATION:**

That the information be noted.

**REPORT***a) Main Breaks*

Location		Date	Size / Type	Comment
Blayney	Binstead St	13/06/2019	100mm AC	R&RP
Blayney	Doust St	28/06/2019	150mm AC	R&RP
Blayney	Burns St	17/07/2019	100mm AC	DNR
Cudal	Wall St	13/06/2019	150mm UPVC	R&RP
Canowindra	Armstrong St	25/05/2019	100mm AC	R&RP
Millthorpe	Park St	27/06/2019	100mm AC	R&RP

Note 1. Excerpt Mr Michael Blackmore Director Water Utilities, NSW Department of Industry addressing CENTROC CWUA meeting April19

*'Water Main breaks -The median for reporting local water utilities remained stable (9 breaks per 100km of water main in 17/18; compared to 10 in 16/17). This is below the 17/18 national median of 12.7 and indicates good asset condition of the water supply network'*

CTW score 6/425km == 1.41 /100km

*b) Service Activities and Requests*

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>BLAYNEY</b>	<b>14</b>	<b>41</b>	<b>27</b>	<b>17</b>	<b>1.18%</b>	<b>1440</b>
BURST METER	0	16	8	0	0.00%	
CUSTOMER DAMAGED METER	0	0	2	0	0.00%	
DIRTY WATER COMPLAINT	1	1	1	0	0.00%	
HYDRANT LEAKING	0	1	0	0	0.00%	
LEAKING METER	3	6	2	1	0.07%	
LEAKING SERVICE	6	7	3	7	0.49%	
LOW PRESSURE COMPLAINT	0	4	1	1	0.07%	
MAIN BREAK	2	2	1	3	0.21%	
MAINTENANCE - GENERAL	0	0	2	2	0.14%	
METER NEW / REPLACEMENT	0	0	1	0	0.00%	
METER NOT SHUTTING OFF	1	1	3	1	0.07%	

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NO WATER COMPLAINT	1	1	1	1	0.07%	
PATHCOCK FAILURE	0	2	1	0	0.00%	
QUALITY COMPLAINT	0	0	1	1	0.07%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>CANOWINDRA</b>	<b>11</b>	<b>28</b>	<b>13</b>	<b>12</b>	<b>1.08%</b>	<b>1115</b>
BURST METER	1	4	4	0	0.00%	
CHECK METER READING	0	1	0	0	0.00%	
LEAKING METER	3	11	0	4	0.36%	
LEAKING SERVICE	2	7	5	4	0.36%	
LOW PRESSURE COMPLAINT	1	0	0	0	0.00%	
MAIN BREAK	1	1	1	1	0.09%	
MAINTENANCE - GENERAL	2	1	2	1	0.09%	
METER NOT SHUTTING OFF	0	1	1	2	0.18%	
NO WATER COMPLAINT	0	1	0	0	0.00%	
PATHCOCK FAILURE	1	1	0	0	0.00%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>CARCOAR</b>	<b>2</b>	<b>7</b>	<b>2</b>	<b>1</b>	<b>0.75%</b>	<b>133</b>
BURST METER	0	2	0	0	0.00%	
LEAKING METER	0	2	1	0	0.00%	
LEAKING SERVICE	0	2	0	0	0.00%	
MAIN BREAK	1	0	0	0	0.00%	
METER NOT SHUTTING OFF	1	0	0	1	0.75%	
NO WATER COMPLAINT	0	0	1	0	0.00%	
PATHCOCK FAILURE	0	1	0	0	0.00%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>CARGO</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>1.26%</b>	<b>159</b>
LEAKING METER	0	0	1	1	0.63%	
LEAKING SERVICE	2	1	0	0	0.00%	
LOW PRESSURE COMPLAINT	0	0	0	1	0.63%	
NO WATER COMPLAINT	1	0	1	0	0.00%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>CUDAL</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>0.88%</b>	<b>226</b>

DIRTY WATER COMPLAINT	0	0	0	1	0.44%	
LEAKING METER	1	1	1	0	0.00%	
LEAKING SERVICE	1	0	2	0	0.00%	
MAIN BREAK	1	0	1	1	0.44%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>EUGOWRA</b>	<b>5</b>	<b>5</b>	<b>11</b>	<b>1</b>	<b>0.26%</b>	<b>382</b>
BURST METER	1	1	1	0	0.00%	
LEAKING METER	1	1	4	1	0.26%	
LEAKING SERVICE	1	1	1	0	0.00%	
MAIN BREAK	1	0	1	0	0.00%	
MAINTENANCE – GENERAL	0	2	1	0	0.00%	
METER NOT SHUTTING OFF	1	0	1	0	0.00%	
PATHCOCK FAILURE	0	0	1	0	0.00%	
QUALITY COMPLAINT	0	0	1	0	0.00%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>GRENFELL</b>	<b>10</b>	<b>13</b>	<b>5</b>	<b>8</b>	<b>0.61%</b>	<b>1315</b>
BURST METER	0	0	2	0	0.00%	
CHECK METER READING	2	0	0	1	0.08%	
DIRTY WATER COMPLAINT	0	2	0	2	0.15%	
DISCONNECTION OF SUPPLY	0	1	0	0	0.00%	
LEAKING METER	3	6	1	4	0.30%	
LEAKING SERVICE	3	1	0	1	0.08%	
MAIN BREAK	0	1	1	0	0.00%	
MAINTENANCE – GENERAL	1	0	0	0	0.00%	
METER NOT SHUTTING OFF	1	1	1	0	0.00%	
QUALITY COMPLAINT	0	1	0	0	0.00%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>LYNDHURST</b>	<b>0</b>	<b>5</b>	<b>4</b>	<b>1</b>	<b>0.65%</b>	<b>153</b>
BURST METER	0	1	0	0	0.00%	
CHECK METER READING	0	1	0	0	0.00%	
LEAKING METER	0	1	0	1	0.65%	
LEAKING SERVICE	0	0	1	0	0.00%	
MAINTENANCE – GENERAL	0	1	0	0	0.00%	
METER NOT SHUTTING OFF	0	1	1	0	0.00%	
NO WATER COMPLAINT	0	0	1	0	0.00%	

PATHCOCK FAILURE	0	0	1	0	0.00%	
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ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>MANDURAMA</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>133</b>
LEAKING SERVICE	0	1	0	0	0.00%	
MAIN BREAK	0	1	0	0	0.00%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>MANILDRA</b>	<b>3</b>	<b>3</b>	<b>5</b>	<b>0</b>	<b>0.00%</b>	<b>279</b>
BURST METER	0	1	2	0	0.00%	
CUSTOMER DAMAGED METER	0	0	1	0	0.00%	
LEAKING METER	2	0	0	0	0.00%	
LEAKING SERVICE	1	1	1	0	0.00%	
MAITENANCE - GENERAL	0	1	1	0	0.00%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>MILLTHORPE</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>1.34%</b>	<b>449</b>
BURST METER	0	1	1	1	0.22%	
LEAKING METER	0	1	2	0	0.00%	
LEAKING SERVICE	2	2	2	2	0.45%	
LOW PRESSURE COMPLAINT	0	0	0	0	0.00%	
MAIN BREAK	1	0	0	1	0.22%	
NO WATER COMPLAINT	1	0	0	0	0.00%	
QUALITY COMPLAINT	0	0	0	2	0.45%	

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Customers
	2016	2017	2018	2019	% of Total customers	
<b>QUANDIALLA</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1.02%</b>	<b>98</b>
LEAKING METER	0	0	0	1	1.02%	
LEAKING SERVICE	0	1	0	0	0.00%	
METER NEW / REPLACEMENT	0	1	0	0	0.00%	

<b>TOTAL ACROSS CTW TOWNSHIPS</b>	<b>55</b>	<b>111</b>	<b>78</b>	<b>51</b>	<b>0.87%</b>	<b>5882</b>
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## Notes:

1. Total Customers reflect the number of properties where water is connected.
2. Comparison years use data from the same period ie June to August.
3. CTW target to keep Service Activities below 5% in total across all townships.

4. Excerpt Mr Michael Blackmore Director Water Utilities, NSW Department of Industry addressing CENTROC CWUA meeting April19  
*'Complaints - Against the national trend, the median number of total complaints per 1,000 properties (water supply and sewerage) for reporting local water utilities increased from 5.23 in 16/17 to 9.57 in 17/18 and remains above the national median of 5.0 in 16/17 and 3.7 in 17/18'.*  
 CTW score 51/5882 connections == 8.67/1000 connections

c) *Lake Rowlands*

The current level of Lake Rowlands is 50% (7.08.19)

d) *New Water Services*

Since 18<sup>th</sup> June 2019 there have been fifteen (15) new domestic water services connected to Council's mains.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**16) QUESTIONS ON NOTICE**

(General Manager)

No questions on notice were received.

**ATTACHMENTS**

Nil

**17) WATER LEAKAGE – ACCOUNT 5242000007 (CR.EQ.1)**  
**WEDDIN SHIRE COUNCIL – SALE OF LAND FOR UNPAID RATES AND**  
**CHARGES (FM.DB.1)**

(General Manager)

**RECOMMENDATION:**

1. That, as these matters deal with items that are subject to the affairs of an individual or commercial information of a confidential nature, Council consider those matters in the 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**

(General Manager)

**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**

(General Manager)

**RECOMMENDATION:**

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

**ATTACHMENTS**

Nil