



**Central
Tablelands
Water**

Business Paper

**Ordinary Meeting of
Central Tablelands Water**

9 December 2020

Canowindra

4 December 2020

Notice to Members

Your attendance is requested at an Ordinary Meeting of Council to be held at the Old Vic Inn, Canowindra on Wednesday, 9 December 2020 at 10.30am.

Agenda

1. Opening meeting
2. Acknowledgment of country
3. Recording of Meeting Statement
4. Presentation of Financial Statements FY2019-2020 – Mrs Katy Henry - Intentus
5. Apologies and applications for a leave of absence by members
6. Confirmation of minutes from previous meeting(s)
7. Disclosures of interests
8. Public Forum
9. Chairperson's minute
10. Councillor representation
11. Notices of motion
12. Reports of Staff
13. Questions with notice
14. Confidential matters
15. Conclusion of the meeting

Yours faithfully



G. Rhodes
General Manager

ACKNOWLEDGMENT OF COUNTRY

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to their people both past and present and extend that respect to other Aboriginal Australians who are present.

RECORDING OF MEETING STATEMENT

In accordance with the Central Tablelands Water Code of Meeting Practice, this meeting will be audio recorded and will be uploaded to Council's website within 2 weeks after the meeting. The audio recording will allow members of the public to listen to the proceedings of the Council meetings. The objective of this service is to eliminate geographic and other access barriers for the community wishing to learn more about Council's decision making processes. By speaking at the Council Meeting you agree to be audio recorded. Please ensure that if and when you speak at this Council Meeting that you ensure you are respectful to others and use appropriate language at all times. Whilst Council will make every effort to ensure that audio recordings are available, it takes no responsibility for, and cannot be held liable for technical issues beyond its control. Technical issues may include, recording device failure or malfunction, or power outages. Audio recordings are a free public service and are not an official record of Council meetings. Recordings will be made of all Council meetings (excluding confidential items) and published within 2 weeks after the meeting. For a copy of the official public record, please refer to Council's Business Papers and Minutes page on Council's website. Council does not accept any responsibility for any verbal comments made during Council meetings which may be inaccurate, incorrect, defamatory, or contrary to law and does not warrant nor represent that the material or statements made during the meeting are complete, reliable, accurate or free from error. The audio recording is primarily set up to capture the proceedings of the Council meeting and members of the public attending a Council meeting need to be aware they may be recorded as part of the proceedings.

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HELD ON WEDNESDAY 9 DECEMBER 2020

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01) CLOSING OF OFFICE OVER CHRISTMAS – NEW YEAR PERIOD (CM.ME.1)

Author: General Manager

IP&R Link: Strategic Priority 1 – Provide a high quality and reliable drinking water supply. Strategic Priority 2 – An efficient, sustainable and customer focussed organisation

RECOMMENDATION:

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 up to 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 will close this year at 5pm on 23 December 2020 and re-open on 5 January 2021. 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 newspapers, on Council's website, facebook page and on the front door of Council's office during the month of December and until the office re-opens on 5 January 2021.

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.

BUDGET IMPLICATIONS

Operational Plan 2020/2021

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

02) ROBERT DIXON 40 YEARS OF EXEMPLARY SERVICE (PE.EC.3)

Author: General Manager

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.

RECOMMENDATION:

That Council endorse the action of the General Manager in inviting Robert Dixon to attend this Council meeting in order that Council may acknowledge his 40 years of exemplary service to Council and its consumers.

REPORT

Robert Dixon, a Water Network Operator at Canowindra, has completed 40 years of continuous dedicated service to CTW. As a result of this significant milestone, the General Manager has invited Robert to attend the December Council meeting to give Council the opportunity to acknowledge Robert's loyalty, dedication and contribution to Council and its consumers over this considerable period of time. Robert has also been invited to join Council for lunch.

Over 40 years, Robert has contributed greatly to the provision of customer service and can be described as the '*public face*' of Council in the Canowindra, Cudal, Cargo, Manildra and Eugowra areas. As well, Robert has played a major role in the extension and renewal of both trunk and reticulation mains in all of these areas.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

03) DRAFT COMMUNITY ENGAGEMENT STRATEGY (CR.ML.1)

Author: Governance & Executive Support Officer

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

RECOMMENDATION:

That Council:

1. Note the report, and
2. Adopt the draft Community Engagement Strategy 2021-2022 as presented.

REPORT

CTW's draft Community Engagement Strategy 2021-2022 forms part of the Delivery Program for 2018-2022, and is based on social justice principles for engagement with the local community and describes Council's ongoing commitment to community engagement and participation in the functions Council performs. The draft Community Engagement Strategy provides a framework for participation methods and engagement principles which are specific to our region.

The draft Community Engagement Strategy has been developed for 2021-2022 and will be reviewed in 2022 to align with the Delivery Program for 2023-2027.

The draft Community Engagement Strategy is attached for Council's consideration and adoption.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Draft Community Engagement Strategy

10 pages

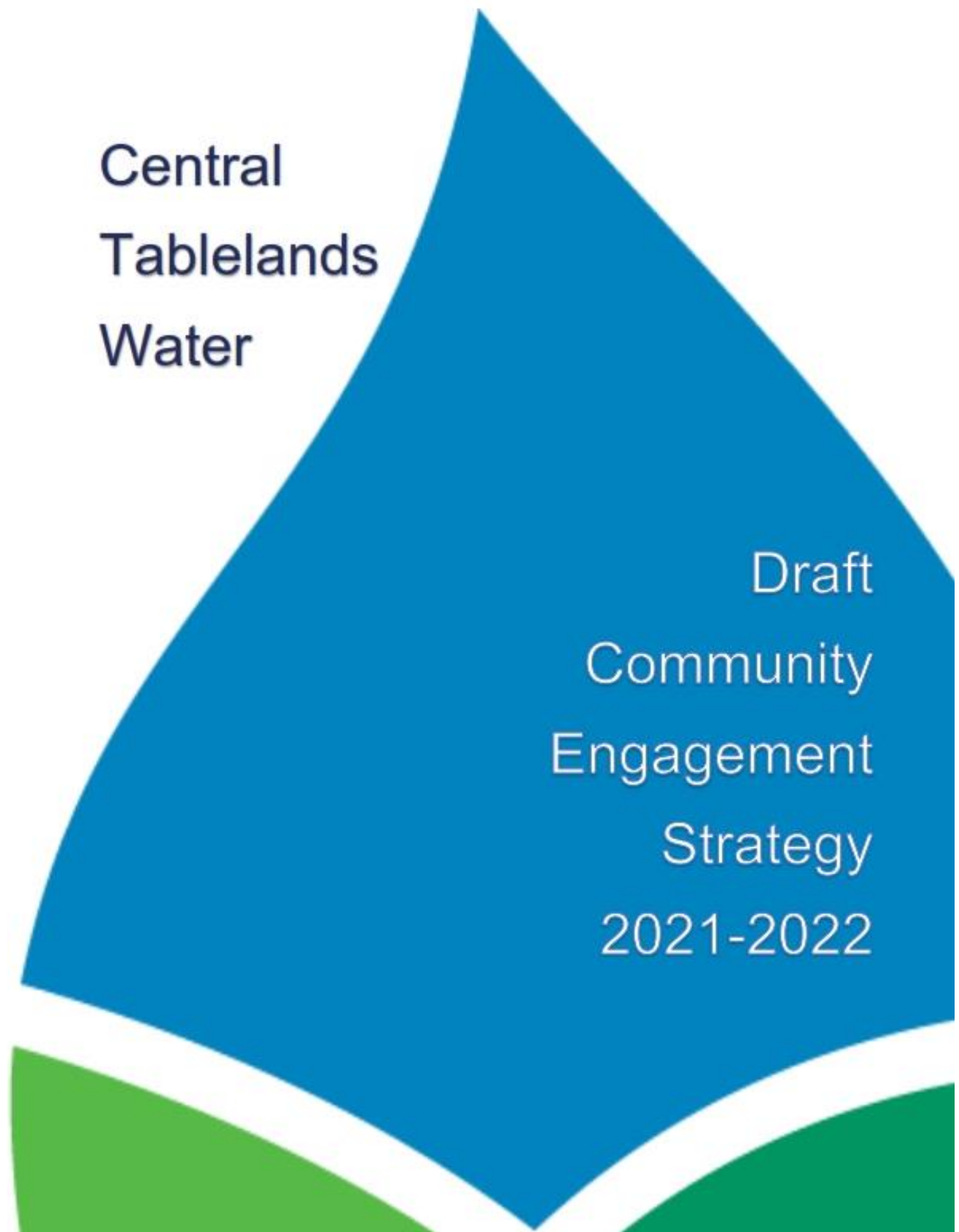


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Background

Central Tablelands Water (CTW) must prepare and implement a Community Engagement Strategy based on social justice principles for engagement with the local community and describes Council's ongoing commitment to community engagement and participation in the functions Council performs. The Community Engagement Strategy provides a framework for participation methods and engagement principles which are specific to our region.

Introduction

Community engagement in a Local Government context describes the ways in which Council will inform, consult, involve, collaborate and empower the community. Our community includes customers, residents, service providers, business owners, employees and visitors. From simple information sharing and the promotion of activities and events to encouraging debate on local issues and planning for the future; it is the way in which we continually build upon and strengthen the ties between Council and the community in order to achieve positive outcomes for CTW.

Community engagement is not a substitute for decision making - it is part of the democratic process which informs the community of Council's decision making and vice versa.

Council's Vision

An independent water authority providing a quality water supply – reliably and sustainably.

Council's Values

- ❖ Customers
- ❖ Independence, sustainability, efficiency and innovation
- ❖ Skilled and capable workforce in delivering an essential service
- ❖ Role as a regional collaborative partner and leader

Council Profile

CTW is a constituency of three local government areas, namely, Blayney Shire, Cabonne Shire and Weddin Shire. The Council comprises two delegates each elected by their constituent council for a four-year term. CTW employs 22 staff members.



Our Community

CTW delivers safe and reliable drinking water to a community of more than 15,000 consumers across 14 towns and villages covering over 8,000 square kilometres of Blayney Shire Council, Cabonne Shire Council and Weddin Shire Council, including rural connections in the Cowra local government area.

Blayney Shire Council

Blayney

Carcoar

Lyndhurst

Mandurama

Millthorpe

Cabonne Shire Council

Canowindra

Cargo

Cudal

Eugowra

Manildra

Moorbel

Weddin Shire Council

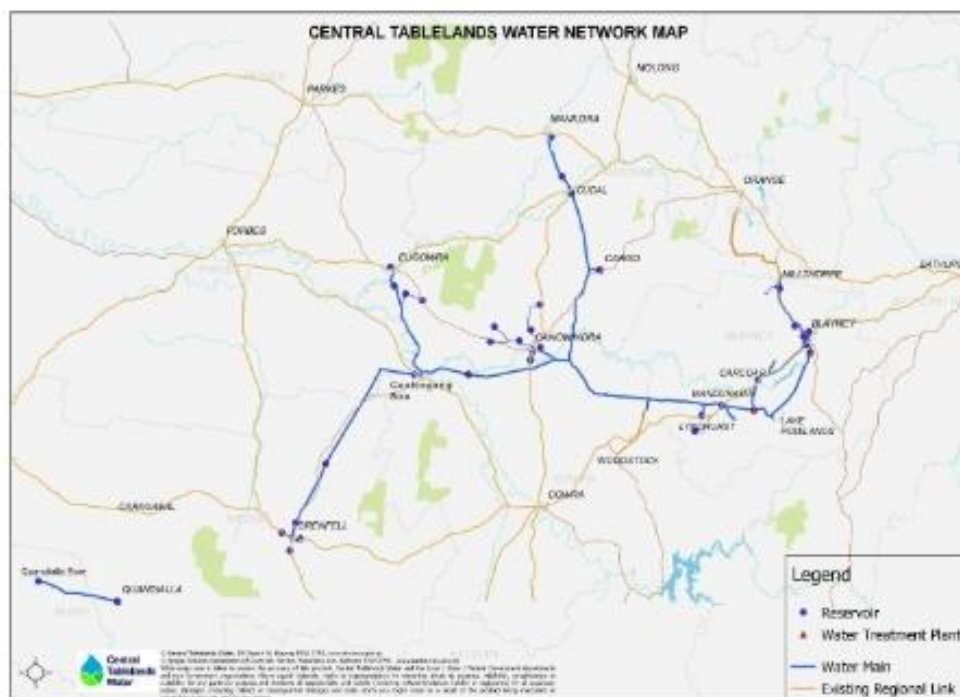
Grenfell

Quandialla

Cowra Shire Council

Gooloogong

Our Network



CTW Infrastructure

- ❖ 2 Water Filtration Plants (Carcoar & Blayney) total capacity 15ML/day
- ❖ 45 Reservoirs (29ML)
- ❖ 27 Pump Stations (26ML)
- ❖ 7 Bores (7ML/day)
- ❖ 1 Dam/Lake (4,500ML)
- ❖ Trunk Mains 306kms
- ❖ Reticulation Mains 267kms
- ❖ 3 Depots (Blayney, Canowindra & Grenfell)

Purpose

This Strategy will be used by Council officers when determining specific engagement activities, planning for these activities and evaluating their effectiveness. This Strategy is also applicable to our Councillors who as elected representatives of the community play an important role in communicating community aspirations and maintaining the information flow on a range of diverse and complex issues. This Strategy does not prescribe any specific model for engagement. This is because our community engagement activities vary in urgency and priority, resource allocation and objectives. It also acknowledges that Council must adhere to certain legislative requirements and Acts of Parliament which stipulate how and when engagement should occur, this includes requirements under the Local Government Act and Regulations. At all times these requirements must be fulfilled first and foremost. The emphasis of this Strategy however is not about detailing our legislative obligations but upon encouraging a culture of good engagement across the organisation.

Strategy Aim

During the development of our first Community Engagement Strategy, keep in mind that community and customers are our most important asset. In moving from a transactional relationship with our customers, the aim of this strategy is to bring a stronger engagement focus to our interactions with community, through a range of different ways including social media, events, education and branding.



Engagement Strategy and Approach

CTW's Community Engagement Strategy for 2021-2022 identifies the opportunities, partnerships tools, channels, actions and other relevant ways to achieve these key objectives:

- ❖ Increase customer and community awareness about CTW's services, activities, projects and programs.
- ❖ Improve CTW's understanding of its customers' needs, priorities and experiences.
- ❖ Educate customers and local communities about the region's drinking water supply and water cycle, water efficiency and sustainability, and the benefits of choosing tap water.
- ❖ Improve the involvement of key, relevant stakeholders in CTW's decision-making.
- ❖ Proactively inform CTW's customers, local communities and other relevant stakeholders about its actions, projects and programs to ensure any issues are mitigated as early as possible.

There are five recognised levels of an engagement strategy, as outlined in the International Association of Public Participation's (IAP2)* Public Participation Spectrum. The five strategies are INFORM, CONSULT, INVOLVE, COLLABORATE and EMPOWER.

In line with the community participation objectives defined by the legislation, we encourage open, inclusive, easy, safe, relevant, timely and meaningful opportunities for community participation in our planning functions.

	Inform	Consult	Involve	Collaborate	Empower
Public participation goal	To provide the public with balanced and objective information to help them understand a problem, alternatives, opportunities and/or solutions, where appropriate.	To obtain public feedback on alternatives and/or decisions, where appropriate.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered	To work in collaboration with the public during the decision making process including the development of alternatives and identification of a preferred solution, where appropriate.	To consider public feedback in the decision making process, where appropriate.



Council's promise to the public	Keep the public informed	Listen and acknowledge concerns and aspirations, and provide feedback on how public input has influenced the decision. CTW will seek community feedback on drafts and proposals, where appropriate.	Work with the public to ensure that concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision, where appropriate.	Work together with the public to formulate solutions and incorporate the community's advice and recommendations into the decisions to the maximum extent possible.	Consider implementation of public feedback, where appropriate.
How CTW will communicate	<ul style="list-style-type: none"> • Council's website, • mail-outs, • social media, • emails, • newsletters, • on-site meetings, • public notices, • information sessions, forums; and • print media, where appropriate 	<ul style="list-style-type: none"> • Public comment and submissions, • Focus groups • Surveys, including online surveys • Public meetings • Feedback forms • Interviews • Feedback and suggestion boxes • Partner with service providers and community groups, where appropriate. 	<ul style="list-style-type: none"> • Community briefing sessions and workshops, • Forums • Use of social media, • Open public meetings, community members and other relevant stakeholders. 	<ul style="list-style-type: none"> • Public meetings and exhibitions, feedback sessions and workshops. 	<ul style="list-style-type: none"> • Updates to websites, publication of submissions, exhibition of draft Council policies, and Council reports.

Key Actions

Customer Satisfaction Survey

In accordance with CTW's Delivery Program, CTW will undertake a formal independent customer satisfaction survey of randomly selected customers it supplies water to in the local government areas of Blayney, Cabonne and Weddin.



School Partnership

- ❖ CTW representatives will visit schools within the CTW supply area each year to deliver educational sessions about drinking water production cycle.
- ❖ CTW staff will plan excursions/tours of the WTP's for schools in the CTW supply area.
- ❖ CTW will develop and share water-related educational resources that can be downloaded from its website.

Drinking Water Refill Stations

CTW will continue to partner with its constituent councils in providing drinking water refill stations to those communities that CTW services.

Community Events

CTW will host an annual event during National Water Week within the CTW supply area.

Social Media

CTW will continue to utilise social media via its Facebook page to communicate and engage with the public.

Customer Newsletter

CTW will continue to produce a customer newsletter every quarter to be distributed with its water accounts.

Evaluating Engagement Methods

Council will use a variety of methods to evaluate the engagement methods and activities.

These include the following measures:

- ❖ Relevancy of engagement methods appropriate to the target group.
- ❖ Verbal and written feedback from all stakeholders on the effectiveness of the engagement activities.
- ❖ Participation levels in engagement activities (number of participants).
- ❖ Achieve the identified engagement objectives within this strategy.
- ❖ Inclusive community representation
- ❖ Level of qualitative and quantitative information collected. These evaluation results will be used to improve future engagement strategies and methods as a way to learn from our experiences.



Reporting

The Community Engagement Strategy is a principal activity detailed in CTW's Delivery Program for 2018-2022.

As such, progress in implementing the strategy's key actions and achieving its key objectives will be reported as part of the Delivery Program's Integrated Planning and Reporting framework requirements. These requirements are:

Progress Report:

At least every six months, a progress report must be produced that provides information to the community about CTW's progress with respect to the principle activities in its Delivery Program.

Annual Report:

At the end of each financial year, an annual report must also be produced that provides information to the community about CTW's achievements in implementing its Delivery Program and the effectiveness of the principal activities in meeting the objectives of its Community Strategic Plans of each of its constituent councils.

* IAP2 is an internationally recognised non-profit organisation that promotes and improves public participation. IAP2's Public Participation Spectrum is a recognised tool designed to assist with the selection of the level of participation that defines the public's role. It shows that differing level of participation and different methodologies are legitimate depending on the goals, time frames, resources and levels of concern in the decision to be made. It also sets out the promise being made to the public at each participation level.





contact us

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04) LGNSW ANNUAL CONFERENCE 2020 (CM.CF.1)

Author: General Manager

IP&R Link: Strategic Priority 3 – Regional leadership and collaboration – 3.2 Industry and regional leader in the water sector – 3.2.1 – Explore opportunities to influence water industry policy and direction through participation in industry groups and bodies.

RECOMMENDATION:

That Council note the report.

REPORT

Due to COVID-19 restrictions, the LGNSW Annual Conference for 2020 was held online via videoconference.

The Chairman and General Manager accepted an invitation from Blayney Shire Council to attend the virtual conference at the Blayney Shire Community Centre, whilst the Deputy Chairman attended the conference via his residence in Canowindra.

The morning session included two (2) separate panel forums being:

- Meet the politicians forum with the panel comprising:
 - The Hon Shelley Hancock MP, Minister for Local Government
 - Mr Greg Warren MP, Shadow Minister for Local Government, and
 - Mr David Shoebridge MLC.
- Building resilience through partnership forum with the panel comprising:
 - Leanne Barnes – General Manager, Bega Shire Council
 - Mick Willing APM, NSW Assistant Police Commissioner, Bushfire Recovery
 - Shane Fitzsimmons AFSM, Commissioner of Resilience NSW.

There were also pre-recorded addresses from the following:

- The Hon Mark Coultan MP, Minister for Regional Health, Regional Communications and Local Government
- The Hon Jason Clare MP, Shadow Minister for Regional Services, Territories and Local Government
- Rebecca Ryan, General Manager of Blayney Shire Council and Chairperson of the Premier Sponsor Statewide Mutual

It was pleasing to see Weddin Shire Council being recognised for their efforts by being nominated for the prestigious AR Bluett Award in the rural category. Although they did not win the award this year, it is a great achievement to be acknowledged as a top two (2) rural council of the state.

The afternoon session comprised of conference business of some 140 motions of various categories, however time did not permit all motions to be considered with the LGNSW Board to consider the remaining motions.

The business paper is available on the following link:

https://lgnsw.org.au/common/Uploaded%20files/Annual%20Conference%20documents/2020/2020_LGNSW_annual_conference_business_paper.pdf

BUDGET IMPLICATIONS

Operational Plan 2020/21

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

05) WATER CONNECTION AT DAKERS OVAL BLAYNEY (WS.AG.1)

Author: General Manager

IP&R Link: Strategic Priority 1 – Provide a high quality and reliable drinking water supply. Strategic Priority 3 – Regional leadership and collaboration – 3.1 – Regional collaboration and partnerships.

RECOMMENDATION:

That Council:

1. Endorse the continued use of the NSW Water Directorate's guidelines for Section 64 Determinations of Equivalent Tenements when determining new water connections, and on that basis,
2. Decline the request from Blayney Shire Council for a reduction of the Equivalent Tenements water connection calculation for the proposed new public amenities block at Dakers Oval, Blayney.

REPORT

Blayney Shire Council (BSC) have recently been successful in obtaining government grant funding to build new cricket nets and a public amenities block at Dakers Oval, 53 Olgivy Street, Blayney.

Following the confirmation of grant funding, BSC requested a water connection quotation from Central Tablelands Water (CTW) for the new public amenities block. A quote was provided by CTW on 19 August 2020 based on CTW's adopted 2020/21 Fees & Charges and the NSW Water Directorate's guidelines for Section 64 Determinations of Equivalent Tenements.

The NSW Water Directorate's guidelines are considered best practice within the local water and sewerage utility industry. The *Section 64 Determinations of Equivalent Tenements Guidelines* are based on NSW water industry standards. The Guidelines are designed to provide a consistent framework for determining water and sewer equivalent tenements (ET) figures.

The NSW Water Directorate's current guidelines stipulate for a Public Amenities Block (per wc) a calculation of 0.4ET is to be used. As the proposed public amenities block will contain two (2) toilets, 0.8ET was used by CTW in the quotation calculation.

BSC have queried the 0.8ET guideline calculation on the basis that according to BSC, the toilets will have minimal usage resulting in a conservative approach of 0.02ET calculation being proposed under Section 6.3 Non-Typical Development of the *Section 64 Determinations of Equivalent Tenements Guidelines*.

Section 6.3 states that *"For industrial categories it may be appropriate to separate the process water consumption from the consumption associated with office and amenity facilities. The ET for the process water should be then determined based on the above formulae, while the ET for the remainder of the development could be determined according to the typical user categories."*

CTW's understanding of Section 6.3 is that it relates to process water, whereas the new BSC water connection is for an amenity facility, and could be determined according to the typical user categories (i.e. Community Facilities and 0.4ET per toilet).

Therefore endorsement is sought from Council for the continued use of the NSW Water Directorate's guidelines for Section 64 Determinations of Equivalent Tenements when determining new water connections, and decline the request from BSC for a reduction of the Equivalent Tenements as calculated in the original quotation for the proposed new public amenities block at Dakers Oval, Blayney.

A copy of the NSW Water Directorate's Section 64 Determinations of Equivalent Tenements Guidelines (Sec 6.3 & Categories), water connection quotation and letter from BSC are attached for information.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

NSW Water Directorate's Section 64 Determinations of Equivalent Tenements Guidelines (Sec 6.3 & Categories)	2 pages
Water Connection Quotation Dakers Oval 53 Olgivy Street, Blayney	1 page
BSC letter dated 24 November 2020	1 page

6.3 Advice on Determining a Non-Typical Development ET

It is recommended that the following formulae be used to determine non-typical development ET figures.

For water:

$$\text{Standard ET} = \frac{\text{Estimated Ave Development Water Consumption}}{\text{Standard ET Water Consumption (ie 230 kL/a)}}$$

OR

If Local ET figures are being used:

$$\text{Local ET} = \frac{\text{Estimated Ave Development Water Consumption}}{\text{Local ET Water Consumption}}$$

For sewer:

$$\text{Standard ET} = \frac{\text{Estimated Ave Development Sewage Loading (water usage x DF)}}{\text{Standard ET Sewage Loading (ie 140 kL/a)}}$$

For industrial categories it may be appropriate to separate the process water consumption from the consumption associated with office and amenity facilities. The ET for the process water should be then determined based on the above formulae, while the ET for the remainder of the development could be determined according to the typical user categories.

SECTION 64 DETERMINATIONS OF EQUIVALENT TENEMENTS GUIDELINES

CATEGORY	STANDARD UNIT	SUGGESTED VALUES		COMMENTS
		WATER ET	SEWER ET	
Car Wash (auto wash or self-serve)	Bays or Lanes	5.70	9.03	Unchanged in 2017 edition but with updated standard unit of measure description.
Escort Agency	Room	0.40	0.50	
Animal Boarding	Floor Area m²	Insufficient Data		Consider case by case
Vet or Grooming	Floor Area m²	0.01	0.01	
Self Storage	Floor Area m²	0.00	0.01	Consider office area only
FOOD PREPARATION				
General				
Restaurant / Café	Floor Area m²	0.01	0.01	
Take Away / Fast Food (no amenities)	Floor Area m²	0.02	0.02	Unchanged in V2 review. Also use for general food preparation
Take Away / Fast Food (including amenities)	Floor Area m²	0.03	0.05	Unchanged in V2 review.
Catering	Floor Area m²	0.02	0.02	
Specific				
Bakery	-	Insufficient Data		Use Take Away / Fast Food (non amenities)
Butcher	-	Insufficient Data		Use Take Away / Fast Food (non amenities)
Fishing Co-op	-	Insufficient Data		Use Take Away / Fast Food (non amenities)
ENTERTAINMENT				
Licensed Club	Floor Area m²	Insufficient Data		Separate into Food Preparation, Entertainment, Amenities
Pub / Bar	Floor Area m²	0.03	0.05	Consider food preparation area separately
Cinema / Theatre / Public Entertainment	-	Insufficient Data		Use Food Preparation & Amenities
Function / Conference Centre	-	Insufficient Data		Use Food Preparation & Amenities
Marina	Berth	0.60	0.90	
SPORTING/SPECTATOR FACILITIES				
General				
Amenities & Indoor Facilities	-	Insufficient Data		Use Food Preparation & Amenities
Specific				
Hockey Field (artificial surface)	-	Insufficient Data		Consider case by case
Bowling Alley	Lane	0.35	0.55	
Bowling Green	-	Insufficient Data		Separate into Food Preparation, Amenities, Irrigation
Swimming Pool - Indoor	ML	Insufficient Data		Consider case by case
Swimming Pool - Outdoor	ML	Insufficient Data		Consider case by case
COMMUNITY FACILITIES				
Child Care Centre / Pre-school	Person	0.06	0.10	
Education - School (primary & secondary)	Person	0.03	0.05	
Education - College, University (tertiary)	Person	0.02	0.02	Consider Food Preparation separately
Correctional Centre	Person	0.50	0.75	
Church / Place of Worship	-	Insufficient Data		Use Food Preparation & Amenities
Community Centre / Hall	-	Insufficient Data		Use Food Preparation & Amenities
Parks / Gardens / Reserves (Irrigation)		Insufficient Data		Consider case by case
Public Amenities Block (per shower)	Shower	0.40	0.63	Unchanged in V2 review.
Public Amenities Block (per wc)	wc	0.40	0.63	Unchanged in V2 review.

Notes

1 Standard ET = Town Water Usage of 230 kL/a & Sewage Loading of 140 kL/a
Assumed Residential Standard Discharge Factor: 60%



Our Reference: WS.AG.1
Contact: N Wellham

19th August 2020

Charlie Harris
Manager Water and Wastewater
Blayney Shire Council
Blayney NSW 2799

Dear Charlie,

Re: Water connection Toilet Block 53 Ogilvy St, Blayney

Thank you for your enquiry regarding water connection to the above property.
I can confirm a 20mm water connection can be provided to the above property.

Details as follows:

Service Connection	\$2,000.00
Capital Contribution Charges – (0.8 ET for 2 toilets)	\$3,522.40
Total Cost for Water Connection	\$5,522.40

The new meter will be located at the side boundary of 51 Ogilvy St.

The quotation will remain valid for twelve (12) months from the date of this letter and will be subject to review if not accepted and connected within this period.

Should you wish to accept this quotation, please forward your payment of **\$5,522.40**

Connection will normally be completed within 21 days of receipt of payment.

Yours faithfully,

Francis Dorman
for
N Wellham
Director Operations & Technical Services

E-MAILED
19/8/20



Blayney Shire Council

Council Office: 91 Adelaide Street, Blayney Postal Address: PO Box 62, Blayney NSW 2799
 Telephone: (02) 6368 2104 Email: council@blayney.nsw.gov.au
 Web: www.blayney.nsw.gov.au
 ABN: 47 619 651 511

24 November 2020

Gavin Rhodes
 General Manager
 Central Tablelands Water
 PO Box 61
 BLAYNEY NSW 2799

Dear Gavin

RE: Water Connection Toilet Block 53 Ogilvy Street, Blayney

Thank you for your quote dated 19 August 2020 for water connection to proposed toilet block at 53 Ogilvy Street, Blayney.

We appreciate that 0.8 ET (0.4 per WC) is the "Suggested Value" for public amenities block in the Water Directorate Guidelines for Section 64 Determinations of Equivalent Tenements Guidelines, and Central Tablelands Water (CTW) apply these guidelines for their ET Calculation.

Council proposes that the Capital Contribution Charges be revised from 0.8 ET to 0.02ET for this project based on the calculation which may be applied from section 6.3 of the guidelines. Using the calculation and applying a conservative figure of 4 flushes per day 365 days per year equates to approximately 5kL/annum. Using this calculation results in an ET of 0.02 and valid justification for consideration of the request to reduce the ET applied to this project.

Should the same calculation be applied to compare a 0.8ET figure it would equate to approximately 148 flushes per day every day of the year. This simply would not occur for this low use facility.

We respectfully request CTW consider the reduction in the applied ET figure to reflect the guidelines ability to be flexible in applying the ET rate and our justification for doing so; and providing a community donation to reduce the cost of this capital contribution charge, to something more appropriate as described above.

Yours faithfully

Rebecca Ryan
General Manager

06) DEMAND MANAGEMENT REPORT (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.

RECOMMENDATION:

1. That Council note the report, and
2. The draft Drought Management and Demand Management Plans be endorsed by Council to proceed on public display for a period of 28 days, with the general manager authorised to make any minor amendments proposed by Council.

REPORT

As reported at the October Council meeting, CTW's draft Drought Management and Demand Management Plans were being reviewed by the Senior Management Team (SMT). This review has now been completed with both draft plans now presented to Council for endorsement to proceed on public display, including any minor amendments proposed by Council.

Having a sound Drought Management Plan and Demand Management Plan in place allows CTW to manage its finite water sources and assets efficiently and effectively, whilst also meeting the best practice management requirements for water supply as set by the NSW Government.

The draft Drought Management Plan has been prepared to provide CTW with a comprehensive drought management strategy. The NSW Local Government PPRR (prevention, preparation, response and recovery) emergency management approach has been applied. This approach provides a strategic and systematic drought management process to reduce risk to the community and the environment. It involves effectively integrating implementation strategies before (i.e. prevent and prepare), during and after drought events.

The draft Demand Management Plan has been developed with the following goals:

- Responsible and efficient water use;
- Overall consistency in water demand;
- Reduce and maintain water losses from CTW infrastructure to sustainable levels;
- Minimise or defer capital expenditure in new water sources;
- Implement innovative water efficiency measures, and
- Develop effective mechanisms to monitor, report and evaluate the success of demand management actions.

Effective demand management provides economic, social and environmental benefits to the community. In particular by reducing total water demand, the capital

cost of constructing new water supplies, treatment and transportation can potentially be deferred. Demand management can also reduce the required capacity of new infrastructure and reduce operating cost relative to population.

The draft Drought Management and Demand Management Plans have been circulated to all Councillors for review and endorsement to proceed on public display, including any minor amendments.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

07) LAKE ROWLANDS AUGMENTATION PROJECT UPDATE (WS.SP.4)

Author: General Manager

IP&R Link: Strategic Priority 1 – Provide a high quality and reliable drinking water supply. Strategic Priority 3 – Regional leadership and collaboration – 3.1 – Regional collaboration and partnerships.

RECOMMENDATION:

That Council note the Lake Rowlands Augmentation project report.

REPORT

As reported at recent Council meetings, the NSW Government committed \$1 million of funding for the completion of a feasibility study for the Lake Rowlands dam extension as part of its emergency response to the drought in regional NSW.

The grant funding received by the NSW government for the Lake Rowlands augmentation is conditional on a two staged approach. These stages are as follows:

- Stage 1 – Feasibility Study investigation of 4 options
 - Option 1 – raising the existing dam wall by 2.2m (8GL);
 - Option 2 – raising the existing dam wall by approximately 5m (Ultimate Design Height 10.5GL);
 - Option 3 – construction of a new dam 2.5km downstream of existing wall (15GL), and
 - Option 4 – construction of a new dam 2.5km downstream of existing wall (26GL).
- Hold Point – DPIE Water concurrence to proceed with preferred option
- Stage 2 – Additional agreed planning works resulting from Feasibility Study
 - Undertake detailed concept design of preferred option;
 - Review of Environmental Factors (REF), and
 - Completion of a final report that includes a benefit cost analysis.

The latest advice received from DPIE Water regarding the Lake Rowlands Augmentation project is for the project to remain at the “Hold Point” and then review once the combined analysis on both the Lake Rowlands augmentation and/or the Lake Rowlands to Carcoar Dam (C2R) pipeline is complete. This is now expected to be completed by March 2021.

DPIE Water have also advised that the modelling for the C2R pipeline will include the existing Lake Rowlands capacity and enlarged capacities, and that this modelling work is underway. When this modelling work is completed, DPIE Water have suggested that this option could be assessed on a triple bottom-line basis along with all the alternative options including evaluation of the improvement to drought security.

The General Manager and Director Operations & Technical Services are currently seeking a meeting with DPIE Water, WaterNSW and the Regional Water Strategy Team to discuss the latest advice.

BUDGET IMPLICATIONS

\$1million grant funding FY2019/20 & FY 2020/21.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

08) 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.

RECOMMENDATION:

That Council note the Council Resolutions Update Report to October 2020.

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 October 2020.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

- 1 Council Resolutions Update table 6 Pages

COUNCIL RESOLUTIONS UPDATE

Council Resolutions Update – Meeting held 9 December 2020					
Resolution Ref.	Date of Meeting	Subject	Responsible Officer	Decision	Action Taken/Status
17/088	18/10/17	Proposed Boundary Readjustment	DOTS/GM	<ol style="list-style-type: none"> 1. That Council approve the proposed boundary readjustment in principle; 2. That a plan of the proposed boundary readjustment be reported to Council once completed, for endorsement, and 3. 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>13/11/17 – DOTS advised Mr Whitehead of Council's resolution.</p> <p>14/12/17 – Mr Whitehead replied to DOTS accepting Council's in principle support to the boundary adjustment.</p> <p>15/12/17 – DOTS resigned from CTW. New DOTS appointed in February 2018, commenced March 2018.</p> <p>27/4/18 – GM & 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> <p>2/12/19 – DOTS to liaise further with Mr Whitehead following recent funding announcement for Lake Rowlands.</p>
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	21/5/19 – SMT discussed with Chairman and will develop an action plan during upcoming SMT meetings and present to Council.

				<p>action plan to address identified areas for improvement.</p>	<p>23/9/19 – Action plan being developed by SMT and Governance & Executive Officer. 7/5/20 – Action plan being developed in association with a Community Engagement Strategy. 11/6/20 – Draft Community Engagement Strategy and Customer Satisfaction Survey Action plan to be presented at July extraordinary meeting. 7/8/20 – Due to current heavy workloads, the draft Community Engagement Strategy and Customer Satisfaction Survey Action plan was not ready for presentation at the July extraordinary meeting. The strategy and action plan will be presented at the October meeting. 8/10/20 – The draft Community Engagement Strategy/Policy and Customer Satisfaction Survey Action plan is to be circulated to Councillors by the end of October. 3/12/20 – The draft Community Engagement Strategy will be presented to the December Council meeting. The Customer Satisfaction Survey Action Plan will be circulated to Councillors during December.</p>
19/072	19/6/19	Boundary Adjustment at Carcoar Water Filtration Plant	DOTS	<p>That Council:</p> <ol style="list-style-type: none"> 1. Delegate to the General Manager under Section 377 (h) of the Local Government Act 1993 to purchase 	<p>24/7/19 – Solicitors have been engaged to make an application to DPIE Crown Lands for the removal of a subdivision restriction on the land.</p>

				<p>the land at the Carcoar Water Filtration Plant at Felltimber Road, and</p> <p>2. Upon acquisition of the land classify it as operational.</p>	<p>27/11/19 – CTW advised by solicitors to have Blayney Shire Council (BSC) stamp the plan in support of the removal of restriction to complete the process.</p> <p>16/12/19 – Email sent to BSC requesting support for the proposed land acquisition.</p> <p>13/1/20 – BSC advised that subject land is identified as containing vegetation of high biodiversity significance. An inspection is being arranged with BSC with any potential matters to be considered in accordance with the <i>Environmental Planning and Assessment Act 1979</i>.</p> <p>7/5/20 – CTW advised by solicitors that the removal of restriction has been completed and the contract of sale is now being arranged.</p> <p>7/8/20 – BSC have signed the Subdivision Certificate and the Deposited Plan has been executed by CTW and returned to the solicitors to finalise the contract for sale.</p> <p>1/2/20 – CTW's solicitor advised that settlement of the land acquisition was effected on 30 November 2020.</p> <p>Action completed.</p>
20/015	12/2/20	Water Security – Regional approach to support neighbouring councils	GM	<p>1. Consider the issue of adopting a collaborative approach to the supply of water between networks connected to the CTW supply system at the upcoming</p>	<p>18/2/20 – GM & DOTS convened a meeting with representatives from OCC and Cabonne Council to discuss a proposed agreement to supply water under emergency circumstances via the Carcoar to Orange pipeline through to Molong. Various options were</p>

				<p>drought management workshop in March 2020, and</p> <p>2. As a matter of urgency, authorize the general manager to negotiate an agreement between CTW, Orange City Council and Cabonne Council to transfer water to Molong for emergency purposes, and report back to Council on the outcome of the agreement.</p>	<p>considered including transferring water between councils and bore options.</p> <p>27/2/20 – GM & DOTS attendance at OCC, Cabonne & CTW Town Water Steering Committee meeting chaired by James McTavish (NSW Town Water Supply Coordinator).</p> <p>20/3/20 – CTW Drought Management Workshop held at Canowindra. Topics discussed included Cowra to CTW Pipeline project, Lake Rowlands to Carcoar Dam Pipeline project, Level 5 water restriction implementation, water supply agreements with neighbouring councils, and community engagement.</p> <p>24/3/20 – Solicitor engaged to review the draft OCC and CTW Water Supply Agreement.</p> <p>26/3/20 – GM & DOTS attendance at OCC, Cabonne & CTW Town Water Steering Committee meeting chaired by James McTavish (NSW Town Water Supply Coordinator).</p> <p>5/4/20 – Level 5 water restrictions implemented throughout the entire CTW supply network as Lake Rowlands reaches its Level 5 trigger point of 35%.</p> <p>23/4/20 – GM & DOTS attendance at OCC, Cabonne & CTW Town Water Steering Committee meeting chaired by James McTavish (NSW Town Water Supply Coordinator).</p> <p>8/5/20 – Solicitor engaged to review and update Bulk Water Supply Agreement between Cowra and CTW.</p>
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					<p>20/5/20 - GM & DOTS attendance at OCC, Cabonne & CTW Town Water Steering Committee meeting chaired by James McTavish (NSW Town Water Supply Coordinator).</p> <p>20/5/20 – GM & DOTS attendance at the initial Cowra to CTW Emergency Pipeline Connection Project steering committee meeting.</p> <p>7/8/20 – GM to finalise CTW & OCC WSA summary table prior to issuing draft WSA to OCC for review and follow up discussion.</p> <p>SMT are working through draft Cowra & CTW WSA following initial review by solicitor.</p> <p>18/9/20 – Draft CTW & OCC WSA issued to OCC.</p>
20/043	13/5/20	Cowra to Central Tablelands Water Emergency Connection	GM	<p>1. Subject to paragraph 3 below, Council endorse the joint critical drought initiatives project being delivered by Central Tablelands Water, Cowra Council and Orange City Council consisting of the following components:</p> <ul style="list-style-type: none"> Component 1 – intake screens at the Cowra raw water intake structure on the Lachlan River. This will allow increased water capacity to the Cowra Water Treatment Plant – estimated cost \$350,000; 	<p>20/5/20 – GM & DOTS attendance at the initial Cowra to CTW Emergency Pipeline Connection Project steering committee meeting. The draft Project Participants Agreement is being finalised by the project steering committee.</p> <p>The draft WSA (OCC & CTW) is being finalised and a revised draft WSA (CTW & Cowra) has been submitted to CTW's solicitor for review.</p> <p>7/8/20 – SMT are working through the draft Cowra & CTW WSA following an initial review by CTW's solicitor.</p> <p>Refer to DOTS update report in the August Business Paper regarding the progress of Components 2 & 3 of the</p>

				<ul style="list-style-type: none"> • Component 2 – installation of pumps at the Woodstock reservoir to allow transfer of water from the Cowra reticulation network to the CTW network – estimated cost \$807,000; and • Component 3 – a 12ML clear water reservoir at the Carcoar Water Treatment Plant (CWTP) to ensure supply continuity for the CTW system – estimated cost \$4,703,000. <p>2. That Council include funding of up to \$360,000 as its contribution towards the 12ML clear water tank at the CWTP in the draft 20/21 Operational Plan, funded from the Infrastructure Reserve.</p> <p>3. The Project Participants Agreement and Water Supply Agreement be referred to a subsequent meeting of Council for approval.</p>	<p>Cowra to CTW Emergency Connection project.</p> <p>Council approved on 29 July funding of up to \$360k as its contribution towards the 12ML reservoir at CWTP in the 20/21 Operational Plan.</p> <p>The Project Participants agreement is being finalised through the Project's Steering Committee and is expected to be ready for presentation at the October Council meeting.</p> <p>18/8/20 – Project Participants agreement issued to all Councillors for review and comment.</p> <p>2/12/20 – No comments regarding the Project Participants agreement were received from Councillors. The Project is underway. Refer to regular update reports from DOTS regarding Components 2 (Woodstock Pump Station) and 3 (12ML Reservoir) of the project.</p> <p>Action complete.</p>
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09) FINANCIAL MATTERS (FM.BA.1)

Author: Finance Officer

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

RECOMMENDATION:

That the information in relation to Council's investments as at 30 November 2020 be noted.

REPORT**Cash and Investments**

The investment summary below represents Council's total investments as at 30 November, 2020 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
Short Term Deposits	\$ 5,200,000.00					85.57%
Commonwealth Bank of Australia	600,000	AA-	242	0.60%	18/06/21	9.87%
Reliance Bank	500,000	Unrated	182	0.80%	5/02/21	8.23%
AMP - Curve Securities	500,000	A	183	0.80%	26/02/21	8.23%
Reliance Bank	500,000	Unrated	273	0.60%	4/08/21	8.23%
Macquarie Bank - RIM Securities	500,000	A	276	1.70%	15/01/21	8.23%
ME Bank - Curve Securites	500,000	BBB+	182	0.60%	25/03/21	8.23%
AMP - Curve Securities	500,000	A	214	1.65%	8/12/20	8.23%
Bank of QLD - Curve Securities	500,000	BBB+	182	0.75%	28/01/21	8.23%
NAB - Curve Securities	600,000	AA-	183	0.83%	6/01/21	9.87%
MyState - Curve Securites	500,000	BAA1	182	0.80%	12/03/21	8.23%

At Call Deposits	\$ 876,556.89					14.43%
Commonwealth Bank - General Account	\$ 471,763.09	AA-	At Call	0.00%	N/A	
Commonwealth Bank - BOS Account	\$ 404,766.98	AA-	At Call	0.10%	N/A	
Reliance Credit Union - Cheque Account	\$ 26.82	Unrated	At Call	0.00%	N/A	
Total Value of Investment Funds	\$ 6,076,556.89					100%

Average Rate on Term Deposits	
90 Day BBSW for November 2020	0.0200%
Average Rate on Term Deposits	0.9130%
Margin over 90 day BBSW	0.8930%
Average Term - Short Term Deposits (days)	210

Portfolio by Credit Rating	Amount \$	%
AA-	\$ 2,076,530.07	34.18%
A	\$ 1,500,000.00	24.68%
BBB+	\$ 1,000,000.00	16.46%
BAA1	\$ 500,000.00	8.23%
Unrated	\$ 1,000,026.82	16.46%
Total	\$ 6,076,556.89	100.01%

BANK RECONCILIATION

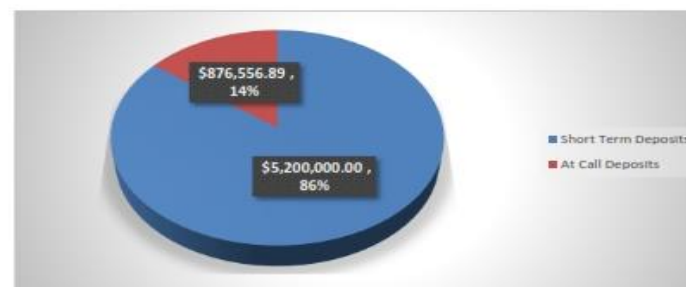
Balance as per Bank Statement	\$	483,316.15
Less: Payroll 27.11.20 processed 01.12.20	-\$	23,730.81
Add: Visa Card purchases processed in November 2020	\$	12,177.75

Balance as per Cash Book	<u>\$</u>	<u>471,763.09</u>
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GENERAL FUND

(a) Cash Book Balance	\$	876,556.89
(b) Bank Balance	\$	876,556.89

Short Term Deposits	\$	5,200,000.00
At Call Deposits	\$	876,556.89



Investment Commentary

The Reserve Bank of Australia (RBA) kept the cash rate at an historic low of 0.10% at its meeting held on 1 December, 2020. The RBA have indicated that they expect that interest rates will remain at historic lows for up to the next 4 years.

The RBA has also embarked on an extensive quantitative easing program through the purchase of government securities of up to \$500M to release further liquidity into the economy.

Economic growth figures appear to be recovering following the negative growth figures experienced in the March and June quarters due to the restrictions imposed to control COVID19. The easing of restrictions is leading to improved employment and retail spending outcomes.

With the planned abolition of the Jobkeeper program in March 2021, there is some uncertainty regarding the strength of the economic recovery being maintained throughout 2021.

BUDGET IMPLICATIONS

The very low level of interest rates means that Council will not achieve its budgeted interest income in 2020/21. This combined with the decision of the Office of Local Government to suspend interest on charges arrears from 1 July 2020 to 31 December 2020 due to the impacts of COVID 19 will also act to reduce interest earned. This revision will be made in the September 2020 Quarterly Budget Review Statement.

POLICY IMPLICATIONS

Council's investment policy requires that at least \$500K of total investments 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. With interest rates on overnight facilities being very low (CBA Business Overnight Saver (BOS) is currently 0.25%), options for a more attractive overnight facility are being investigated.

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 in the report be noted.

REPORT

CTW continues to welcome the rainfall that has followed since those which have caused the filling and overspilling of Lake Rowlands Dam from 29th July 2020.

Approximately 15.6GL of water, equating to 346% of the current Lake Rowlands Dam storage capacity, has spilt over the spillway.

In terms of the current NSW Government funded Lake Rowlands Augmentation Project option study, these overspills equate to:

- 100% filling the Raised Wall option with 8GL of overspill, thus providing CTW with 8GL total storage,
- 100% filling of existing dam and 100% filling of new 15.5GL downstream dam option, thus providing CTW with 20GL total storage, or
- 100% filling of existing dam and 59% filling of new 26.5GL downstream dam option, thus providing CTW with 20.1GL total storage

In following with NSW State Government directions, CTW continues to develop its drought resilience through continuance of the below projects.

- CTW continues to engage with Cowra Shire Council (CSC) to install a permanent pump station at Woodstock Reservoir to enable a supply of potable water by creating a reverse flow through CSC Trunk Main 'H' in accordance with the CTW and CSC current bulk water supply agreement. Building has commenced with completion expected by the end of January 2021, thus enabling commissioning to be completed by March 2021.
- CTW is pursuing the addition of a third bore and associated electrical and surface pump upgrades to its existing Gooloogong Bore site in lieu of undertaking further studies associated with Bangaroo Bore site. The upgrade to Gooloogong Bore site is complemented by the Centroc Water Grid Pipeline project. CTW, in conjunction with Parkes Shire Council, continues to develop the CTW component for this Pipeline project.
- Water quality studies for the Cudal Bore and Blayney Well assets continue.
- CTW is engineering a pontoon that will double as the base of a floating working platform to access Lake Rowlands Dam outlet tower as well as a floating support for a submersible pump that would enable access to its Lake Rowlands Dam (20%) dead water storage.

BUDGET IMPLICATIONS

Operational Plan FY2020/21.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

11) 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 is a 39 kilometre pipeline which supplies the township of Grenfell with potable water from the CTW network.

CTW has now completed the flushing, pressurising and super chlorination of the entire new pipeline. All services have been transferred from the old Trunk Main K pipeline to the new pipeline, thus allowing the old Trunk Main K to be taken out of service.

The official opening of this significant CTW project is scheduled for Wednesday, 16 December 2020.

BUDGET IMPLICATIONS

Revote of \$3,143 from unspent funds from original capital budget.
Operational Plan FY2020/21 \$15k.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

12) 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 second meter read for the 2020-21 financial year was completed 30th October in-line with CTW's meter reading schedule.
- b) *Meter Change Program*
There have been 13 meter changes undertaken since the previous reporting period.
- c) *Water Filtration Plants*
Both Blayney and Carcoar Water Treatment Plants continue to operate unabated. A replacement fluoride system for BWTP is due for commissioning by the end of January 2021.
- d) *Pump Stations*
Cleaning of Pump Stations listed under general maintenance has continued throughout the CTW network over the past three months.
- e) *Drinking Water Quality*
There has been 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 on the CTW supply network during the previous three months.
- h) *Rural Scheme renewals*
Nil have been undertaken for this 2020-21 financial year.
- i) *Automated Water Filling Stations (AFS)*
The two AFS at Grenfell and Quandialla have been commissioned by the OEM.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

13) 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	Carcoar St	30/10/2020	100mm AC	R&RP
Blayney	Stillingfleet St	12/11/2020	100mm AC	R&RP
Canowindra	Newton St	24/08/2020	150mm AC	R&RP
Canowindra	Tilga St	02/09/2020	80mm AC	DNR
Canowindra	Miners Ln	06/09/2020	100mm AC	R&RP
Canowindra	TM C	4/11/2020	200mm Steel	Weld
Canowindra	Canomodine Ln	27/11/2020	150 CI	R&RP
Gooloogong	Boxfield Rd	15/10/2020	250mm Steel	R&RP
Eugowra	Casuarina Way	1/12/2020	150mm AC	DNR
Grenfell	Gooloogong Rd	08/10/2020	200mm DI	R&RP
Mandurama	Loquat St	21/10/2020	100mm AC	R&RP
Millthorpe	Stabback St	13/11/2020	100mm AC	R&RP

Note 1.

CTW Mains (Trunk & Retic) Break score of 12/573km == 2.09/100km.Rolling Value across 12mths = 12.04/100km which is higher than the 2017-18 NSW State Median benchmark of 9.0 breaks/100km.

b) Service Complaints and Requests

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
BLAYNEY	17	28	38	19	1.31%	1448
BURST METER	1	0	0	2	0.14%	
CHECK METER READING	0	3	0	0	0.00%	
CUSTOMER DAMAGED METER	0	0	0	0	0.00%	
DIRTY WATER COMPLAINT	1	1	0	0	0.00%	
LEAKING METER	8	9	19	6	0.41%	
LEAKING SERVICE	2	5	4	2	0.14%	
LOW PRESSURE COMPLAINT	0	4	2	0	0.00%	
MAIN BREAK	1	1	1	2	0.14%	
MAINTENANCE - GENERAL	1	0	4	4	0.28%	
METER NEW / REPLACEMENT	0	0	8	2	0.14%	
METER NOT SHUTTING OFF	1	2	0	1	0.07%	
NO WATER COMPLAINT	0	1	0	0	0.00%	
PATHCOCK FAILURE	1	1	0	0	0.00%	
QUALITY COMPLAINT	1	0	0	0	0.00%	
RESERVOIR MAINTENANCE	0	1	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
CANOWINDRA	19	25	30	25	2.25%	1113
BURST METER	0	1	0	0	0.00%	
CHECK METER READING	0	0	1	0	0.00%	
DISCONNECTION OF WATER	0	0	0	0	0.00%	
HYDRANT LEAKING	1	0	0	0	0.00%	
LEAKING METER	6	8	12	13	1.17%	
LEAKING SERVICE	7	6	3	3	0.27%	
LOW PRESSURE COMPLAINT	0	1	0	0	0.00%	
MAIN BREAK	1	6	2	5	0.45%	
MAINTENANCE - GENERAL	3	2	7	1	0.09%	
METER NEW / REPLACEMENT	0	0	2	2	0.18%	
METER NOT SHUTTING OFF	1	0	0	0	0.00%	
NO WATER COMPLAINT	0	0	2	1	0.09%	
QUALITY COMPLAINT	0	1	0	0	0.00%	
RESERVOIR MAINTENANCE	0	0	1	0	0.00%	
Total Complaints = 1						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
CARCOAR	1	2	1	2	1.50%	133
CHECK METER READING	0	1	0	0	0.00%	
LEAKING METER	1	1	1	1	0.75%	
LEAKING SERVICE	0	0	0	1	0.75%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
CARGO	2	3	5	2	1.50%	160
CUSTOMER DAMAGED METER	1	0	0	0	0.00%	
HYDRANT LEAKING	1	0	0	0	0.00%	
LEAKING METER	0	0	4	2	1.50%	
LEAKING SERVICE	0	0	0	0	0.00%	
LOW PRESSURE COMPLAINT	0	2	1	0	0.00%	
MAIN BREAK	0	1	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
CUDAL	5	9	4	1	0.44%	227
HYDRANT LEAKING	0	1	0	0	0.00%	
LEAKING METER	1	4	3	0	0.00%	
LEAKING SERVICE	4	2	0	1	0.44%	
LOW PRESSURE COMPLAINT	0	1	0	0	0.00%	
MAIN BREAK	0	1	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	1	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
EUGOWRA	1	4	4	3	0.78%	387
CUSTOMER DAMAGED METER	0	1	0	0	0.00%	
LEAKING METER	0	1	1	2	0.52%	
LEAKING SERVICE	1	1	1	0	0.00%	
MAIN BREAK	0	1	1	1	0.26%	
METER NOT SHUTTING OFF	0	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	1	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
GRENFELL	10	11	18	13	0.98%	1328
BURST METER	0	0	0	0	0.00%	
CHECK METER READING	1	0	1	0	0.00%	
CUSTOMER DAMAGED MAIN	0	0	0	1	0.08%	
CUSTOMER DAMAGED METER	0	0	1	0	0.00%	
DIRTY WATER COMPLAINT	0	1	0	2	0.15%	
LEAKING METER	1	3	2	4	0.30%	
LEAKING SERVICE	4	1	3	0	0.00%	
LOW PRESSURE COMPLAINT	0	1	0	1	0.08%	
MAIN BREAK	0	2	0	2	0.15%	
MAINTENANCE – GENERAL	0	1	3	2	0.15%	
METER NEW / REPLACEMENT	1	0	6	0	0.00%	
METER NOT SHUTTING OFF	2	1	1	0	0.00%	
METER SPECIAL READING	0	0	0	1	0.08%	
NO WATER COMPLAINT	0	0	0	0	0.00%	
PATHCOCK FAILURE	1	0	0	0	0.00%	
QUALITY COMPLAINT	0	1	1	0	0.00%	
Total Complaints = 3						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
LYNDHURST	1	0	5	2	0.65%	154
HYDRANT LEAKING	0	0	0	1	0.00%	
LEAKING METER	0	0	5	0	0.00%	
LEAKING SERVICE	0	0	0	1	0.65%	
MAINTENANCE – GENERAL	1	0	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
MANDURAMA	1	4	4	6	3.73%	134
DIRTY WATER	0	0	0	1	0.75%	
HYDRANT LEAKING	0	1	0	0	0.00%	
LEAKING METER	0	2	3	3	2.24%	
LEAKING SERVICE	0	0	0	1	0.75%	
MAIN BREAK	0	1	0	1	0.75%	
MAINTENANCE – GENERAL	0	0	1	0	0.00%	
NO WATER COMPLAINT	1	0	0	0	0.00%	

Total Complaints = 0

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
MANILDRA	1	3	6	1	0.36%	279
CHECK METER READING	0	0	0	0	0.00%	
LEAKING METER	1	0	1	1	0.36%	
LEAKING SERVICE	0	0	1	0	0.00%	
LOW PRESSURE COMPLAINT	0	1	0	0	0.00%	
MAIN BREAK	0	1	0	0	0.00%	
MAINTENANCE - GENERAL	0	1	4	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
MILLTHORPE	7	1	4	5	1.10%	453
LEAKING METER	2	0	0	2	0.44%	
LEAKING SERVICE	2	0	1	1	0.22%	
HYDRANT LEAKING	0	0	0	0	0.00%	
MAIN BREAK	0	1	1	1	0.22%	
METER NOT SHUTTING OFF	0	0	1	0	0.00%	
PATHCOCK FAILURE	2	0	1	0	0.00%	
QUALITY COMPLAINT	1	0	0	1	0.22%	
Total Complaints = 1						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2017	2018	2019	2020	% of Total Meters	
QUANDIALLA	1	1	0	1	1.01%	99
HYDRANT LEAKING	1	0	0	0	0.00%	
LEAKING METER	0	1	0	0	0.00%	
LEAKING SERVICE	0	0	0	1	1.01%	
Total Complaints = 0						

TOTAL ACROSS CTW TOWNSHIPS	66	91	119	80	1.35%	5915
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Notes:

1. Comparison years use data from the same period ie October to December.
2. Total Meters is the number of meters where water is connected.
3. CTW complaint rolling value score across 12mths == 9.97 which is above the 2017/18 NSW State median of 5.0 complaints/1000 connections. The flushing program for town

reticulation pipelines has been completed in all but two towns. This will reduce these rolling averages over the next 12 months.

4. CTW Total Service Activities and Requests score == 1.35% which is below CTW benchmark of 5% across all townships.

c) *Lake Rowlands*

The current level of Lake Rowlands is 99% (2.12.20) with the Dam's scour valve fully closed.

d) *New Water Services*

Since the previous October 2020 council meeting, there have been one (1) new domestic water services connected to Council's mains.

e) *Water transfer through CTW ⇔ OCC pipeline*

No water has been transferred to, or from, Orange using this pipeline.

f) *Infrastructure Data Reporting Software*

CTW continues to roll out its Infrastructure Data reporting software.

The system is being used by all Water Network and Water Quality Operators.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

14) QUESTIONS ON NOTICE

(General Manager)

No questions on notice were received.

ATTACHMENTS

Nil

15)

**WATER LEAKAGE – ACCOUNT 20246000002 (CR.EQ.1) GENERAL
MANAGER’S CONTRACT (GO.CO.1)**

(General Manager)

RECOMMENDATION:

1. That, as these matters deal with items that are subject to the affairs of an individual, 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