



**Central  
Tablelands  
Water**

**Business Paper**

**Ordinary Meeting of  
Central Tablelands Water**

**16 June 2021**

**Canowindra**

11 June 2021

## **Notice to Members**

Your attendance is requested at an Ordinary Meeting of Council to be held at the Old Vic Inn, Canowindra on Wednesday, 16 June 2021 at 10.30am.

### **Agenda**

1. Opening meeting
2. Acknowledgment of country
3. Recording of Meeting Statement
4. Apologies and applications for a leave of absence by members
5. Confirmation of minutes from previous meeting(s)
6. Disclosures of interests
7. Public Forum
8. Chairperson's minute
9. Councillor representation
10. Notices of motion
11. Reports of Staff
12. Questions with notice
13. Confidential matters
14. 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 16 JUNE 2021**

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**01) STRATEGIC PLANNING WORKSHOP (GO.CO.1)**

**Author:** General Manager

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation – 2.3 – Improving performance and managing risk

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**RECOMMENDATION:**

That Council note the report with the strategies from the CTW strategic planning workshop to be considered during the development of the 2022 Integrated Planning & Reporting suite of documents.

**REPORT**

Central Tablelands Water (CTW) held a strategic planning workshop on 13 May 2021 at the Darrell Sligar Centre, Blayney with its constituent councils' mayors, general managers and directors. Also in attendance were senior executives from the Department of Planning, Industry and Environment (DPIE) – Water, Chief Operating Officer, Graham Attenborough, and Director Town Water Risk Reduction Program, Erin Cini.

The purpose of the workshop was to review previous strategies for ongoing relevancy, and consider new strategies moving forward as a strong, independent and sustainable regional water utility.

The workshop was facilitated by Dr Annette Davison from Risk Edge, a risk assessment and management professional specialising in governance, enterprise, water cycle and resource management risk. Dr Davison was supported by Dr Annalisa Contos, Principal of Atom Consulting who is a highly experienced technical facilitator and award-winning risk manager in the water, environment and policy fields.

The workshop provided an excellent opportunity to discuss challenges, raise issues and identify solutions that will enable continued sustainability and growth for CTW.

A total of 15 new strategies emerged from the workshop for CTW to consider when developing its Integrated Planning & Reporting suite of documents in 2022.

**BUDGET IMPLICATIONS**

Operational Plan 20/21.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**02) PROPOSED SUB-REGIONAL WATER STRATEGY (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.

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**RECOMMENDATION:**

That Council:

1. Note the proposed sub-regional water supply strategy report, and
2. Endorse Central Tablelands Water's involvement in partnering with the Blayney, Cabonne and Orange Alliance to submit an Expression of Interest to the Safe and Secure Water Program (stream 2) for funding to develop a Sub-Regional Town Water Supply Strategy.

**REPORT**

In October 2020, Council endorsed Central Tablelands Water (CTW) to partner with Cabonne Council and engaged Premise and Devitt Consulting to develop a regional water supply network concept. This work entailed Stage 1 Strategic Water Review and Stage 2 Regional Water Security Project Preferred Scenario Development.

The purpose of the project was to assess the potential opportunities to develop a more integrated approach to water supply across the footprint of the two organisations. This assessment also recognised that Orange City Council (OCC) as a key regional water supply authority, has existing water supply connections with both Cabonne and CTW networks, and so was included in considerations relating to a future regional water supply network.

The strategic work completed to date was progressed towards the opportunity of submitting an expression of interest (EOI) to co-design components of a new framework for Integrated Water Cycle Management (IWCM) strategies in partnership with the Department of Planning, Industry and Environment (DPIE) – Water, Town Risk Reduction Program (TWRRP) on a sub-regional level with the Blayney, Orange & Cabonne (BCO) Alliance.

However, following a recent strategic water review meeting with Cabonne, OCC, Chris Devitt, and the Executive Officer and Water Program Utilities Manager of the Central NSW Joint Organisation (CNSWJO), it was agreed that the CNSWJO is best placed to pursue an EOI to co-design a regional pilot IWCM. With the BCO Alliance and CTW to pursue EOI eligibility through the Safe and Secure Water Program (SSWP) for funding to undertake a Regional Town Water Supply Strategy (RTWSS) as a sub-region to assist in identifying water security solutions.

The RTWSS sits between the Regional Water Strategies being developed by DPIE Water for the Lachlan and Macquarie Catchments, and the IWCMs for each LWU. According to DPIE Water, the RTWSS is a *“Strategic assessment of, and planning for, regional solutions to town water supply and treatment across and/or beyond individual council LWU boundaries. Informs LWUs’ IWCM strategies and regional water strategies on regional town water security considerations.”*

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This is Page No. 4 of the Agenda presented to the Ordinary Meeting of Central Tablelands County Council held at Canowindra on 16 June 2021

The SSWP currently has funding available for JOs towards the development of RTWSS's, where this might assist in addressing broader issues across LWU boundaries. DPIE Water have indicated that they would be receptive to an EOI being submitted by the BCO Alliance and CTW provided there is support from the CNSWJO to this sub-regional approach. The CNSWJO supported the sub-regional approach to submit an EOI at its Board meeting held at Orange on 3 June 2021.

At this stage, the next key steps to deliver an RTWSS are summarised below:

- Develop a formal agreement between the Council participants to agree on the process of delivering the RTWSS and seek approval from each individual Council to submit an EOI and commit to contributing funding for the strategy.
- Prepare the EOI application for SSWP to assess eligibility for undertaking a RTWSS.
- Once eligibility has been confirmed by DPIE Water, develop the consultant brief to undertake the development of the strategy and a RFT process to select the consultant.
- The response to the RFT will provide the cost and timeframe for delivery of the strategy, which will then be provided to DPIE Water for their endorsement.
- If endorsement and funding is secured from DPIE Water and committed to by the Councils, the successful consultant can then be engaged to commence the development of the strategy.

Chris Devitt from Devitt Consulting has accepted an invitation to brief Council on the proposed joint EOI RTWSS process prior to the commencement of the June Council meeting at Canowindra.

Both reports for the Stage 1 Strategic Water Review and Stage 2 Regional Water Security Project Preferred Scenario Development have been circulated to Councillors for information.

### **BUDGET IMPLICATIONS**

Quarterly Budget Review Statement FY 21/22

### **POLICY IMPLICATIONS**

Nil

### **ATTACHMENTS**

Nil

**03) DEVELOPMENT SERVICING PLAN REVIEW UPDATE (DB.LA.1)**

**Author:** General Manager

**IP&R Link:** Strategic Priority 2 – An efficient, sustainable and customer focussed organisation – 2.2 Financial management.

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**RECOMMENDATION:**

That:

1. Council adopt the 2021 draft Development Servicing Plan (DSP) for the Lake Rowlands supply area;
2. Council adopt the developer charge, as calculated in the DSP, for all subdivision developments within the Lake Rowlands supply area of \$6,211;
3. The capital contribution charge for all vacant unbuilt upon land within the existing village of Quandialla remain in accordance with the adopted annual fees and charges, and
4. Due to the reduction in the developer charge as a result of applying the latest *Developer Charges Guidelines for Water Supply, Sewerage and Stormwater*, and the extended time taken to review and update the DSP, Council apply the new DSP charge retrospectively for those development charges made after 1 July 2020.

**REPORT**

At the May 2021 Council meeting it was resolved as follows:

1. *That Council endorse the 2021 draft Development Servicing Plan (DSP) for the Lake Rowlands supply area;*
2. *That Council endorse the developer charge, as calculated in the DSP, for all subdivision developments within the Lake Rowlands supply area of \$6,211;*
3. *That the capital contribution charge for all vacant unbuilt upon land within the existing village of Quandialla remain in accordance with the adopted annual fees and charges;*
4. *That the draft DSP for the Lake Rowlands supply area be placed on public exhibition for a period of 42 days with the intention of adopting the DSP at the June 2021 Council Meeting pending consideration of any submissions received.*

As the 2021 draft DSP has been on public exhibition for the required period of 42 days with no submissions received, Council can now proceed to adopt the DSP to commence on 1 July 2021.

Due to the reduction in the developer charge as a result of applying the latest *Developer Charges Guidelines for Water Supply, Sewerage and Stormwater*, and the extended time taken to review and update the DSP, it is also recommended that



Council apply the new DSP charge retrospectively for those development charges made after 1 July 2020.

**BUDGET IMPLICATIONS**

Operational Plan 2020/21

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**04) 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.

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**RECOMMENDATION:**

That Council:

1. Note the report, and
2. Endorse the draft Drought Management and Demand Management Plans 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**

At the May Council meeting, Council resolved as follows:

*“That Council:*

- 1. Note the report with endorsed recommendations to be included in the draft Drought Management and Demand Management Plans for consideration by Council at the June 2021 Council meeting to proceed on public display.*
- 2. Endorse the proposal to amend Level 1 water restrictions and allow the washing down of walls and paved surfaces when Lake Rowlands is at 90% capacity or above.*
- 3. Endorse the proposal to amend Level 1 water restrictions and allow the washing down of walls and paved surfaces under an exemption application consideration process when Lake Rowlands is below 90%.*
- 4. Endorse the continuation of uniform water restrictions across the entire Central Tablelands Water supply area as opposed to separate restriction zones.*
- 5. Endorse the proposal to restrict the use of automatic water filling stations and standpipes to identified constituent council rate payers only when Level 5 water restrictions or above have been implemented across the Central Tablelands Water supply area.”*

The endorsed recommendations above have now been updated in CTW’s draft Drought Management and Demand Management Plans, and circulated to all Councillors for review and endorsement to proceed on public display, including any minor amendments.

**BUDGET IMPLICATIONS**

Operational Plan 20/21

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**05) 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.

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**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 in December 2019 for the completion of a feasibility study for the Lake Rowlands dam augmentation 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.

Following the positive outcomes of the additional water modelling and extensive lobbying by CTW with the support of Water Infrastructure NSW, official approval was provided by DPIE Water on 26 March for CTW to proceed with the second stage of the feasibility study of raising the wall at Lake Rowlands by 2.2 metres.

CTW is continuing with the development of the scope of works for the detailed concept design and REF to keep the whole of project within the \$1M funding budget. Stakeholder and community engagement information sessions are also being planned and developed with the final business case consultant. Preliminary engagement with landholders downstream of Lake Rowlands on Coombing Creek has commenced with further engagement planned with landholders upstream in the near future.

Department of Planning, Industry and Environment (DPIE) – Water Infrastructure NSW chaired - Steering Committee and WaterNSW chaired - Project Working Group

meetings continue to be held for the Lake Rowlands Augmentation project and the Lake Rowlands to Carcoar Dam Pipeline project.

**BUDGET IMPLICATIONS**

\$1million grant funding FY2019/20, FY 2020/21 & FY 2021/22.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**06) CENTRAL NSW JOINT ORGANISATION (CNSWJO) – ELECTRICITY PROCUREMENT (ET.SP.2)**

**Author:** General Manager

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation. Strategy Priority 3 – Regional leadership and collaboration

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**RECOMMENDATION:**

That Council:

1. Note the report on Council electricity procurement;
2. Note the alignment between the advice in this report and Council's Renewable Energy Plan/ Energy Targets/ the NSW Government's aspirations for Net Zero;
3. In principle, support a minimum of 50% of Council's electricity load to a renewable energy Power Purchase Agreement where the pricing is lower than the existing contracted price, and
4. Advise Central NSW Joint Organisation of Council's decision.

**REPORT**

Member councils of the Central NSW Joint Organisation (CNSWJO) have been procuring electricity collaboratively for over 15 years. In the past this has provided substantial cost savings to members.

The contracts for small tariff sites (< 100MWh p.a.), large contract sites (> 100MWh p.a.) and streetlighting expire on 31 December 2022. CNSWJO is now preparing to coordinate the next procurement process for a contract to commence on 1 January 2023.

While the procurement process in the 2019 electricity contract negotiation was unable to achieve Councils' request for 20% renewable energy component at the right price, the energy market continues to evolve. A number of councils around the State have been able to secure up to 100% renewable energy Power Purchase Agreements (PPAs) at lower prices than existing electricity contracts.

There is increasing interest across the Central NSW region in energy efficiency and renewable energy, and the upcoming procurement process for the supply of electricity aims to take advantage of this opportunity and seeks a commitment from CNSWJO member councils to contribute a minimum of 50% of the total annual load to renewable energy.

The Department of Planning, Industry and Environment (DPIE) has agreed to fund \$50,000 for third party procurement advice to the 2023 electricity contract where it includes consideration of a 50% renewable energy PPA.

**Background to Electricity Procurement**

CNSWJO member councils have been procuring electricity through an aggregated approach for over 15 years, with significant savings being achieved. While estimated savings and actual savings differ where there is a change in the total load for individual sites, the estimated savings identified through the 2019 procurement process of the current contracts were \$2.92m across the CNSWJO region over the 3-

year contract period when compared to the previous contracted prices. The current status of electricity contracts is as follows:

- Small tariff sites – Origin Energy – 1 January 2020 to 31 December 2022
- Large contract sites – Energy Australia – 1 January 2020 to 31 December 2022

Through the CNSWJO, work is underway with DPIE to deliver a variety of renewable energy and emissions reduction outcomes for member councils. Each member council has identified two key projects which include work such as emission reduction plans, renewable energy action plans, solar and storage assessments, operational efficiency audits of aquatic centres, and smart metering. This work has been fully funded by DPIE's Sustainable Councils and Communities (SCC) Program.

Central Tablelands Water is currently participating in the following renewable energy projects:

1. Solar and storage assessment, and
2. Pumped Hydro/Mini-hydro Feasibility.

The DPIE SCC program has been well received by CNSWJO members including the advice on procuring renewable energy. The CNSWJO continues to seek funding support for other energy-related programs.

### **Engagement of Aggregated Electricity Procurement Support**

At its meeting of 11 March 2021, the CNSWJO Board received a report on electricity procurement which included information on an upcoming Expression of Interest (EOI) process to be conducted by the CNSWJO to identify a consultant to assist the CNSWJO and member councils throughout the procurement process. It is expected that this EOI process will be followed by a Request for Quotation (RFQ) process.

In previous contracts for aggregated electricity procurement support, the fee structure has been through an ongoing trailing commission over the life of the contract. It is recommended that the consulting support be replaced with an up-front fee. It is expected that this will result in lower costs for councils overall.

CNSWJO approached DPIE to seek funding to support members in the electricity procurement process. In early April 2021, DPIE provided advice that approval had been granted to allocate up to \$50k to CNSWJO member councils for the aggregated electricity procurement support through its SCC Program.

The DPIE funding is predicated on the following:

- the funding is up to \$50k, with the remainder payable by participating CNSWJO member councils;
- the result must include a renewable energy PPA;
- the consultant will be engaged to gather necessary energy data from the councils, provide technical advice and run a procurement process to secure quotes from energy providers to supply electricity including a PPA with as high a proportion of renewable energy as possible; and
- that GMAC commits to proceeding with the process with the inclusion of a renewable energy PPA at its 29 April 2021 meeting.

It is expected that the price of the consultant for all member councils combined will be in the vicinity of \$100k. Should this be the case, with the \$50k funding from DPIE, and assuming all councils participate, the cost to councils for the engagement could be as low as \$5k each. This is only an estimation, and the price will be confirmed through the EOI and RFQ process, with approval being required from each Council prior to CNSWJO engaging the successful consultant.

Should the contract for the supply of electricity not include renewable energy, DPIE will not contribute the \$50k and councils would be required to pay the full aggregated procurement support consulting fees.

### **Procurement Process**

While the contracts for electricity supply would not commence until 1 January 2023, it is recommended that the procurement process commence as soon as the aggregated procurement support consultant has been engaged. This long lead time will ensure there is sufficient time for data collection, understanding options and specific council requirements, conducting the procurement process, acceptance of offers, and if need be, seeking a reprice from retailers should offers not be accepted by the evaluation panel.

A Project Steering Committee has been established for Electricity Procurement, and includes:

- Bathurst Regional Council – Neil Southorn and Deborah Taylor
- Blayney Shire Council – Charlie Harris
- Orange City Council – David Waddell
- Parkes Shire Council – Andrew Francis
- CNSWJO – Jenny Bennett and Kate Barker
- DPIE – Mark Squires and Grant Christopherson
- Simply Sustainable – Simon Wright (consultant engaged through DPIE to support councils with the funded energy projects).

While the Project Steering Committee will not be involved in the evaluation of offers, an Evaluation Panel has been established which consists of representatives from the CNSWJO member councils, and includes:

- Bathurst Regional Council – Neil Southorn and Deborah Taylor
- Blayney Shire Council – Charlie Harris
- Orange City Council – David Waddell
- Parkes Shire Council – Andrew Francis

Oversight to the Project Steering Committee is provided at General Manager level by David Sherley (Bathurst Regional Council), Bradley Byrnes (Cabonne Council) and Greg Tory (Lachlan Shire Council).

### **Renewable Energy Power Purchase Agreement (PPA)**

Councils received reports in 2019 for the last procurement process regarding a recommendation to include 20% of the total load as being sourced from renewable energy. All 10 member councils and Central Tablelands Water resolved to include 20% of load. In the upcoming procurement process, and based on the significant increase in interest from members in renewable energy options, it is recommended



that Council increase this percentage to 50%, as per the resolution from GMAC on 29 April 2021.

The stipulation on the 2019 procurement process was that the renewable energy price needed to be financially advantageous. The RFP requested prices for 80% grid/20% renewable energy, as well as 100% grid prices. As the 100% grid prices came in cheaper than the blend of grid and renewable energy, councils were unable to accept the offers. CNSWJO propose to seek offers for 50% grid/50% renewable energy in the upcoming process, along with an option to increase the renewable energy percentage above 50%, but not to decrease it.

There are one or two CNSWJO member councils that have a very small number of large contract sites (>100MWh pa), and where typically small sites (<100MWh pa) do not have 'time of use' meters installed, these councils may not be able to achieve the 50% blend due to their unknown daily load profile. More will be known once the aggregated procurement support consultant has been engaged, and affected councils will be presented with alternative options if necessary.

Typically, renewable energy PPAs are long-term agreements of around 7 - 10+ years, while the 'regular grid electricity' contracts are much shorter agreements ranging from 12 months to 36 months. A variety of options for duration will be considered throughout the process, however the advice from the aggregated procurement support consultant will determine the duration of contract requested in the procurement process, where there may be several options requested.

### **Other Considerations**

As noted, all CNSWJO member councils are currently participating in the regional energy project where the consulting support is being fully funded by DPIE. Each council is participating in different projects according to what their priorities are.

When considering the upcoming electricity contract, councils will need to consider the impact of these projects and other current and future projects on the total electricity load.

### **Mechanism to Accept Offers**

The previous two procurement processes for the supply of electricity have required a resolution from Council deeming there to be extenuating circumstances to the acceptance of offers for the supply of electricity. In 2019, this legal advice was refreshed, and reports were subsequently received by councils where the relevant resolution was made.

While the timeframe for the acceptance of renewable energy offers is typically longer than the acceptance of a regular grid power offer, which can be as little as 48 hours, the balance of the energy purchased would be regular grid power, so the timeframe for at least a portion of the offer may be subject to the 48-hour timeframe.

At its 29 April 2021 meeting, GMAC resolved to refresh the legal advice for the acceptance of offers.

Prior to conducting the procurement process for the supply of electricity and subsequent to the refresh of legal advice, CNSWJO member councils will receive a proforma report to Council detailing the process and seeking the relevant resolution.

**Conclusion**

The process of procuring electricity is complex and time-consuming. Expert advice and input are required from a consultant who specialises in the energy market, along with key stakeholders from member councils.

There is growing interest from members to incorporate renewable energy into the contract where until now it has only been regular grid power. While the 2019 process sought a minimum of 20% of the total load from renewable sources, the upcoming process will be increased to 50% on the basis that there is a strong focus on renewable energy opportunities from member councils.

As there are many elements to this process, GMAC will be updated throughout the next 12 to 18 months on this project, and interim direction will be sought from the General Managers providing oversight to the process in-between meetings.

**BUDGET IMPLICATIONS**

Operational Plan 2021/2022

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**07) CENTRAL NSW JOINT ORGANISATION BOARD MEETING HELD 3 JUNE 2021 (CM.CF.3)**

**Author:** General Manager

**IP&R Link:** Strategic Priority 3 – Regional leadership and collaboration.

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**RECOMMENDATION:**

That Council receive and note the Central NSW Joint Organisation Mayoral Report and associated minutes for the meeting held on 3 June 2021.

**REPORT**

A Central NSW Joint Organisation Board meeting was held at the Charles Sturt University in Orange on 3 June 2021. The Chairman and General Manager represented CTW at the meeting.

From a local water supply authority perspective, the Board was briefed on the huge amount of complex, strategic work underway at the State and Federal level that has implications for the management of water by Local Government in regional NSW and of efforts by the CNSWJO to partner in what needs to be a whole-of-government approach.

A copy of the Mayoral Report and the Minutes are attached to this report for your information.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Central NSW JO Mayoral Report Orange 3 June 2021                      13 pages

**Report from the Mayor/Deputy Mayor/General Manager attending the  
Central NSW Joint Organisation  
3 June in Orange**

**Recommendation/s**

That Council note the report from the recent CNSWJO Board meeting.

I attended the Central NSW Joint Organisation Board meeting on Thursday 3 June 2021 at Orange, CSU Campus.

In 2020 the Board agreed to provide sponsorship to CSU for 5 years to the value of \$75,000. The scholarship is for Medical Students from our 10 LGAs. The Board were given the opportunity to meet the 3 successful students who showed their appreciation for the opportunity the scholarship has provided them.



Please find the draft Minutes attached.

Presentations to the Board included:

1. **RDA Central West** on the TEN4TEN Training program and toolbox

Please see attached the full guide.

### Priority One - Inter-council cooperation

The Financial Budget and Statement of Revenue Policy 2021-2022 was endorsed by the Board.

It will run at loss of a \$35K for the coming financial year. The Board resolved in March that this be the last year a budgetary loss be entertained as surplus funds available to be carried over each year are being exhausted.

Invoices for membership will be sent to Councils in early July.

## Regional Procurement and Contracts

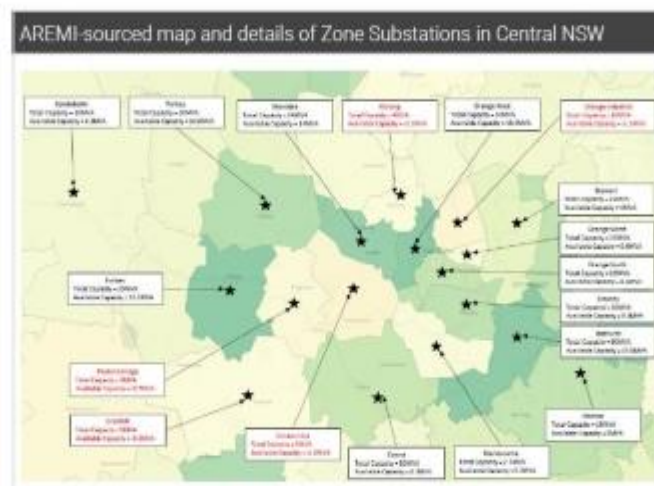
As per the JO procurement policy, the Board approved the following:

- conduct a new procurement process for linemarking services to commence December 2021;
- an extension of the bulk fuel contract for a period of 12 months to 30 June 2022;
- a 3-month extension of the Best Practice in Aggregated Procurement Program – Stages 2 to 6 contract with Western Research Institute until 30 September 2021;
- an extension of the contract with Evenergi for the EV Charging Infrastructure Mapping project.

It was noted that the income derivation models for JO procurement is being investigated through Stage 3 of the Best Practice in Aggregated Procurement (BPAP) Project. The policy position of November 2019, that income models for procurement would remain as is until the BPAP project is finalised, was reiterated.

## DPIE Energy Project

The Board adopted the Regional Electric Vehicle Charging Infrastructure report, it will be used in funding opportunities to support the growth of EVs and EV charging infrastructure in the region, including for tourism.





Based on feedback from members, there are concerns around grid capacity across the region. An application to 'RACE for 2030' is being progressed through Simon Wright for a research project on the nexus between renewable energy and grid capacity and stability. This work was identified through a discussion with Weddin Shire Council, however, will be a region-wide application. It is not anticipated that this work will require co-funding, however if a contribution is made it is anticipated this may be funded out of CNSWJO reserves.

Evenergi was engaged by CNSWJO on behalf of members to complete a regional Electric Vehicle Charging Infrastructure project.

There were a number of key findings in the report, including:

1. *2020 represents a turning point in the EV market in Australia and particularly in NSW.*
2. *While there is planned infrastructure coming into the region, there will be "blackspots".*
3. *Although consumers will accept paying for fast charging, most blackspot sites will not have a commercial return.*
4. *There is a once in a generation opportunity to ensure that the Central NSW region has stronger coverage than other regional areas.*
5. *It is critical that councils become clear on how they want to participate in the charging infrastructure value chain and become grant ready.*
6. *Selecting sites has become a well understood process, but securing sites is harder.*
7. *Installation and operations of charging infrastructure is also well understood and low technical risk.*
8. *The key risk is ensuring there is sufficient power on a site and dealing with the local electricity distribution business is a critical part of the electric vehicle charging ecosystem.*
9. *Charging sites are best located in townships that serve as regional nodes for tourism, commerce and regional populations.*
10. *CNSWJO should advocate for prioritisation of regional infrastructure and linkages to tourism co-benefits.*
11. *Councils will be most effective in stimulating private investment if they provide high quality and transparent information, streamline planning processes, and offer site leases at nominal or no cost where appropriate.*

These findings are detailed in the report which forms an attachment.

There are 7 recommendations in the report, including:

1. *CNSWJO support private sector operators for sites that can be monetised, but consider becoming the lead proponents for providing "blackspot" charging infrastructure in the region.*
2. *Focus efforts on being grant ready.*
3. *Focus on ARENA and NSW Government funding rounds. Continue to advocate with NSW Government and ARENA to position for this funding.*
4. *Present findings from this document to internal stakeholders to get buy-in.*
5. *Explore synergistic opportunities around council fleet electrification and freight electrification.*
6. *Collaboration on infrastructure projects in the region is more efficient than going it alone.*
7. *Communications and marketing opportunities.*

In addition to the regional report, each Council will receive a summary report that they may choose to include in a report to Council, or alternatively to MANEX. A proforma report to Council will be provided in due course should councils wish to use it.

### Southern Lights

The Southern Lights project continues to move forward, albeit slowly. Essential Energy has provided the following update of the LED rollouts (as at 25 March 2021):

LGA	No. LEDs installed	Status of project
Bathurst	5537	Completed - Major Works Complete
Blayney	10	Pre-deployment - Planning
Cabonne	724	Completed - Works Complete
Cowra	1253	Completed - Major Works Complete
Forbes	34	Pre-deployment - Planning
Lachlan	34	Pre-deployment - Planning
Oberon	85	Pre-deployment - Planning
Orange	3817	Completed - Major Works Complete
Parkes	148	Pre-deployment - Planning
Weddin	443	Completed - Works Complete

A total of 100,000 lights across the entire Essential Energy footprint have now been installed.

At the March Board meeting, it was resolved to undertake an audit of the LED upgrade. Proposals for this work have been sought and work will commence in the coming weeks. CNSWJO will fund the audit using surplus Southern Lights funds from the OLG Capacity Building funding. It is anticipated that the audit will produce a document that can be used by other councils in future to conduct their own audit.

### Electricity Procurement

The process of procuring electricity for a number of councils concurrently is complex and time-consuming. Expert advice and input are required from a consultant who specialises in the energy market, along with key stakeholders from member councils.

In the past few years there has been growing interest from members in incorporating renewable energy into the contract where until now it has only been regular grid power. While the 2019 process sought a minimum of 20% of the total load from renewable sources, GMAC resolved at its April 2021 meeting that this upcoming procurement process increase the request to a minimum of 50% renewable energy on the basis that there is a strong focus on renewable energy opportunities from member councils.

## Priority Two: Regional Prosperity

### Visitor Economy Strategy

Where all the actions will be considered when the JO reviews its strategic plan, the suggested priority programming within existing resource is in line with the heads of consideration of:

- Optimising the value to members through aggregation, the PR and social media campaigns.
- Retain the value of the regional tourism networks at both the strategic and operational levels.



- Leveraging the role of the Joint Organisation in intergovernmental collaboration including between members, prioritisation and advocacy; and
- Existing resourcing.

To enable the leveraging of member and the Central NSW JO marketing budgets it is anticipated that the JO have an application ready approach to funding with members contribution enabled by the policy resolve as recommended.

***4. develop policy that allows for the JO to apply for competitive funding where there is an established regional marketing priority.***

**Skills, Workforce and Housing Report**

All members are reporting challenges with skills shortages and housing. This matter was raised at the recent Board meeting. There is a great deal of activity going on in addressing both the skills/workforce and housing shortages and this report seeks to provide advice on various initiatives in what is a fragmented response.

While Skills is not the business of Local Government it is the role of State and Federal Government, a report was provided in the context of what the Board could do in the context of its role.

Follow-up is being undertaken with members regarding case study material.

**Priority Three: Regional Transport and Infrastructure**

**Progressing a safe swift link between Western Sydney and Central NSW**

A new approach of speaking to all Western Sydney Councils separately is now underway. This includes conversations with the Blue Mountains regarding their recent decisions to seek longer tunnels under their communities. Media support has been provided for extended tunnels on the western side of the escarpment. Please find attached.

The region is now working with the Western Sydney Dialogue to progress broader support for a safe swift link connecting the Two Wests.

**Priority Four: Regional Water Security**

**Water update**

The Board was briefed on the huge amount of complex, strategic work underway at the State and Federal level that has implications for the management of water by Local Government in regional NSW and of efforts by the CNSWJO to partner in what needs to be a whole-of-government approach.

Given the two-year timeframe, work by the Town Water Risk Reduction Program (TWRRP) team is moving quickly, the challenge being to ensure that the pace doesn't compromise the level of engagement and commitment to a true partnership approach and, most importantly, to new ways of working.

To date the TWRRP Stakeholder Advisory Panel members representing LWUs have had some success in addressing concerns around the existing paternalistic approach to regulation and a lack of acknowledgement of the wealth of expertise within councils in managing town water supplies.

#### **Integrated Water Cycle Management Planning**

Advocacy continues by the JO to be involved in piloting a better approach to Integrated Water Cycle Management Plans. See details under Late Report below.

#### **Wyangala Dam Wall Project**

Where WaterNSW are running community engagement sessions throughout April and May across the region (emails regarding these have been circulated to members), feedback is that those attending are mostly opposed to the project. They are seeking assistance to ensure a more balanced representation from project supporters.

CNSWJO members are encouraged to send representation to Wyangala Dam wall project sessions where possible.

#### **Submissions**

Recent submissions have been made in response to the request for input to the Productivity Commission's National Water Reform inquiry and to the State Water Strategy. All submissions are in accordance with CNSW JO policy and are available on the CNSWJO website or by request

<https://www.centraljo.nsw.gov.au/submissions/> Please request the CNSWJO Advocacy Plan for Water for more detail or contact [jenny.bennett@centraljo.nsw.gov.au](mailto:jenny.bennett@centraljo.nsw.gov.au)

#### **Late Report - Regional Water, TWRRP & IWCM**

There was discussion on the opportunity to co-design components of the new framework for Integrated Water Cycle Management (IWCM) strategies in partnership with the Town Water Risk Reduction Program team. Expressions of interest to volunteer to co-design have been requested by 30 June 2021.

At the same time, the Blayney, Cabonne, Orange (BCO) Alliance with Central Tablelands Water want to submit an Expression of Interest to the Safe and Secure Water Program (stream 2) for 75% funding to undertake a Regional Town Water Strategy for their sub-region. DPIE Water have indicated that this could be done through the Safe and Secure Water Program stream 2 that invites JOs to apply for funding to develop Regional Town Water Strategies. DPIE Water require the support of the JO for this sub-regional approach which could inform the co-design of components of the IWCM framework specifically testing cross catchment water sharing arrangements.

The Board endorsed the JO submitting an Expression of Interest to co-design components of the IWCM framework and support for the submission of an Expression of Interest by the BCO Alliance with CTW for funding under the Safe and Secure Water Program stream 2 for a Regional Town Water Strategy.

## Other matters

The Mayors of the region expressed their disappointment at the low level of engagement during the Joint Organisation review by the Office of Local Government and will advocate accordingly. They have decided to conduct their own review and a survey is being developed.

## Value to members

A snapshot of the value to members of the various activities undertaken by the JO for their members in the context of the CNSWJO Strategic Plan follows.

Although the JO is not required to prepare an end of term report. A summary has been drafted and will be provided to Councils as advice for members preparing their end of term reports.

This will include feedback from a survey members will be asked to complete to give direction to the next term.

VALUE FOR MEMBERS 2020/2021	PREVIOUS FY 2019/2020	ACTIVITY FYTD
SUBMISSIONS	20	23
PLANS, STRATEGIES AND COLLATERAL	26	12
GRANTS	3	3
COMPLIANCE	13	9
DATA	6	3
PR VALUE OF TOURISM COLLABORATION	\$1.5m	TBC
MEDIA INCLUDING SOCIAL MEDIA	13	18
COST SAVINGS	\$1.87m	\$1.3m
REPRESENTATION	147	187
OPPORTUNITIES COUNCILS HAVE BEEN AFFORDED	35	95

## Savings

The following table shows the savings achieved by member councils through aggregated procurement and programming. An explanation of the meaning of each column has been reported previously and is available on request. The table reflects savings in the 20/21 financial year up to 31 March 2021.

The cost to members is calculated on a percentage of each CNSWJO staff member and their corresponding workload on procurement and contract management. This figure is updated quarterly in line with the cost savings.

LGA/Council	Water Utilities Effluent Treatment	HR Contracts	HR Contracts	IT Contracts	Security Contracts	Security Transport Contracts	Energy Contracts	RO/DT Contracts	Other Contracts	Training	Legal advice or Procurement	Participation in regional procurement	Total
Bathurst	0	\$19,575	\$500	0	\$21,714	0	\$18,000	\$513	0	\$8,800	\$200	\$27,000	\$108,513
Bayside	0	\$7,267	0	0	\$25,742	0	\$18,018	0	0	0	\$200	\$22,000	\$91,467
Belconnen	0	\$12,333	\$20	0	\$38,889	0	\$20,498	\$503	0	\$8,718	\$200	\$31,000	\$108,908
Central Tablelands Water	0	\$203	0	0	0	0	\$19,765	\$488	0	0	0	\$10,000	\$21,582
Corang	0	\$17,748	\$808	0	\$38,983	0	\$48,513	\$197	0	\$12,577	\$200	\$18,000	\$145,812
Forbes	0	\$15,505	0	0	\$28,453	0	\$45,538	\$404	0	\$5,823	\$200	\$18,000	\$108,812
Lachlan	0	\$30,580	0	0	\$41,267	0	\$45,580	\$404	0	\$5,877	\$200	\$18,000	\$143,188
Orange	0	\$17,284	0	0	\$13,908	0	\$14,005	\$873	0	0	\$200	\$18,000	\$75,868
Orange	0	\$87,835	\$1,718	0	\$50,585	0	\$218,701	\$568	0	\$18	\$200	\$15,000	\$545,978
Portland	0	\$876	0	0	\$54,028	0	\$108,848	\$258	0	\$4,850	\$200	\$18,000	\$138,343
Wentworth	0	\$533	0	0	\$15,885	0	\$8,825	\$585	0	0	\$200	\$18,000	\$42,138
<b>Sub Total</b>	0	\$449,662	\$2,898	0	\$488,638	0	\$718,638	\$2,498	0	\$48,488	\$2,000	\$108,000	\$1,804,208
<b>Cost to members</b>													\$104,200
<b>Total</b>													\$1,908,408

### **Regional Submissions**

Members have forwarded requests for the JO to lodge submissions, where all advice provided is within existing policy. All are available on the CNSWJO website at <https://www.centraljo.nsw.gov.au/submissions/>

The Board endorsed the following submissions

2. to DPIE on enabling agritourism;
3. to the Draft State Water Strategy; and
4. to the Productivity Commission's Draft Report on National Water Reform.

Our next Board meeting will be the 12<sup>th</sup> of August at Parliament House, with support from Steph Cookes Office, the local member for Cootamundra.

I commend this report to Council and thank you all for your support.

### **Attachment/s:**

1. Central NSW Joint Organisation Minutes 3 June 2021



**Draft Minutes of the CNSWJO Board Meeting 3 June 2021, held at Orange CSU Campus.****In Attendance**

<b>Cr S Ferguson</b>	Blayney Shire Council	<b>Cr K Sajowitz</b>	Oberon Council
<b>Cr K Beatty</b>	Cabonne Council	<b>Cr R Kidd</b>	Orange City Council
<b>Cr J Smith</b>	Cowra Shire Council	<b>Cr M Liebich</b>	Weddin Shire Council
<b>Cr J Medcalf OAM</b>	Lachlan Shire Council	<b>Cr K Keith OAM</b>	Parkes Shire Council

<b>Mr D Sherley</b>	Bathurst Regional Council	<b>Mr G Carroll</b>	Weddin Shire Council
<b>Ms R Ryan</b>	Blayney Shire Council	<b>Cr D Somerville</b>	CTW
<b>Mr B Byrnes</b>	Cabonne Council	<b>Mr G Rhodes</b>	CTW
<b>Mr P Devery</b>	Cowra Shire Council	<b>Mr S Harma</b>	RDACW
<b>Mr G Tory</b>	Lachlan Shire Council	<b>Ms J Bennett</b>	CNSWJO
<b>Mr G Wallace</b>	Oberon Council	<b>Ms M Macpherson</b>	CNSWJO
<b>Mr D Waddell</b>	Orange City Council	<b>Ms K Barker</b>	CNSWJO
<b>Mr K Boyd</b>	Parkes Shire Council		

Meeting opened at 10.11am

- Welcome from Cr Reg Kidd, Mayor of Orange City Council**
- Welcome to CSU from Julia Andrews, Director External Engagement, Bathurst & Orange Office of Industry & Community Engagement, Charles Sturt University**
- Acknowledgement to Country and Welcome from the Chair, Cr John Medcalf OAM.**

- Apologies applications for a leave of absence by Joint Voting representatives**

Cr B West, Cr P Miller, Cr B Bourke, Mr S Loane, Cr R Fagan, Ms G Collins, Representatives of Regis Resources

<b>Resolved</b>	<b>Cr K Keith/Mr M Liebich</b>
That the apologies for the Central NSW Joint Organisation Board meeting 3 June 2021 listed above be accepted.	

- Speakers**  
Sam Harma – TEN4TEN Training program and toolbox

- Minutes**  
**Confirmation of the Minutes of the Central NSW Joint Organisation meeting 29 April 2021 held via zoom**

<b>Resolved</b>	<b>Cr R Kidd/Cr K Sajowitz</b>
That the Central NSW Joint Organisation Board confirm the Minutes of the meeting 29 April 2021 held via zoom.	

- Business Arising from the Minutes – Matters in Progress**

<b>Resolved</b>	<b>Cr R Kidd/Cr K Keith</b>
That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested and note the Chairs request to give consideration to progressing relationships with Western Sydney Councils through friendship arrangements and the like.	

- Disclosures of interests – Nil**
- Chair's Minute – Nil**

**10. Reports on Statement of Regional Strategic Priority****Priority One: Inter-Council Co-operation****a. Financial Report**

<b>Resolved</b>	<b>Cr M Liebich/Cr K Sajowitz</b>
That the Board note the Financial Report.	

**b. Budget and Statement of Revenue Policy 2021-2022**

<b>Resolved</b>	<b>Cr K Sajowitz/Cr K Keith</b>
That the Board note the Report on the Budget and Statement of Revenue Policy 2021/2022 and endorse the 2021/2022 Budget and Statement of Revenue Policy.	

**c. Regional Procurement and Contracts**

<b>Resolved</b>	<b>Cr M Liebich/Cr J Smith</b>
That the Board notes the report on Regional Procurement and Contracts and	
<ol style="list-style-type: none"> <li>1. approves the JO to conduct a new procurement process for linemarking services to commence on or after 1 December 2021;</li> <li>2. note that the income derivation models for JO procurement is being investigated through Stage 3 of the BPAP Project;</li> <li>3. reiterate the policy position of November 2019 being that income models for procurement would remain as is until the BPAP project is finalised;</li> <li>4. receive a report on heads of consideration for income from procurement to the next Board meeting noting the project is planned to be completed at this time;</li> <li>5. approves the extension of the bulk fuel contract for a period of 12 months to 30 June 2022 noting the contracts are with individual councils;</li> <li>6. approves a 3-month extension of the Best Practice in Aggregated Procurement Program – Stages 2 to 6 contract with Western Research Institute until 30 September 2021;</li> <li>7. note the extension of the contract with Everergi for the EV Charging Infrastructure Mapping project;</li> <li>8. note members' advice that there is insufficient interest for a new regional coldmix contract; and</li> <li>9. A contract management fee of 2% payable by supplier/s for the line marking contract.</li> </ol>	

**d. Energy Program**

<b>Resolved</b>	<b>Cr K Beatty/Cr R Kidd</b>
That the Board notes the report on the Energy Program and	
<ol style="list-style-type: none"> <li>1. note that the advice within the EV Charging Infrastructure report on the AREMI mapping is being progressed through the DPIE energy program with a research project being sought through RACE for 2030 with a focus on the nexus between renewable energy and grid capacity and stability;</li> <li>2. note that work is progressing on the streetlight audit;</li> <li>3. adopt the Regional Electric Vehicle Charging Infrastructure report;</li> <li>4. note the Regional EV Charging Infrastructure report will be used in funding opportunities to support the growth of EVs and EV charging infrastructure in the region, including for tourism; and</li> <li>5. invite Essential Energy to come and present to the Board on the LED street lighting upgrade.</li> </ol>	

**e. Electricity Procurement**

<b>Resolved</b>	<b>Cr J Smith/Cr M Liebich</b>
That the Board note the report on electricity procurement and	
<ol style="list-style-type: none"> <li>1. note that an up-front fee structure for the aggregated electricity procurement support will be used, with councils paying a minimum of 50%;</li> <li>2. note the funding of \$50k allocated from DPIE including the funding conditions where the procurement process for electricity supply must include a renewable energy PPA and the balance be paid by participating member councils;</li> </ol>	

3. write to the Minister for Local Government seeking amendments to legislation to allow councils to have more options for the uptake of renewable energy and advocate through appropriate networks including the County Mayors Association LGNSW and NSW JO Chairs Forums;
4. note the minimum percentage of participating councils' total load to allocate to be sourced from renewable energy in the contract commencing 1 January 2023 be a minimum of 50%, subject to pricing;
5. not invite non-member councils to participate in the procurement process; and
6. note that Councils are receiving reports to give consideration to the electricity procurement process.

**Priority Two: Regional Prosperity**

**f. Visitor Economy Strategy**

Resolved	Cr K Keith/Cr J Smith
That the Board note the Report on the Visitor Economy Strategy; and	
<ol style="list-style-type: none"> <li>1. note that existing resource can support only some of the recommendations in the Strategy;</li> <li>2. provide advice to the regional Prosperity Subcommittee on the action list seeking feedback on potential funding or other support for their delivery;</li> <li>3. include those actions able to be delivered within resource in the CNSWJO strategy with quarterly review on progress;</li> <li>4. develop policy that allows for the JO to apply for competitive funding where there is an established regional marketing priority, this to include in the context of the objectives of the JO; and</li> <li>5. Receive a report to the next Board meeting on priorities to progress for the next 12 Months.</li> </ol>	

**g. Skills, Workforce and Housing Report**

Resolved	Cr K Keith/Cr S Ferguson
That the Board note the Report on the Visitor Economy Strategy; and	
<ol style="list-style-type: none"> <li>1. provide advocacy support to Business NSW in its efforts on skilled migration;</li> <li>2. commend to members they proactively take up opportunities as identified in the report</li> <li>3. further investigate the opportunity for spare capacity projects like that in Lachlan;</li> <li>4. note that the position paper on skills is under development;</li> <li>5. co-develop a paper with RDACW informed by members for briefing Ministers at the next Board meeting; and</li> <li>6. Invite the relevant Ministers for Skills and Housing to the next meeting.</li> </ol>	

**Priority Three: Regional Transport and Infrastructure**

**h. Progressing a Western Link Event**

Resolved	Cr M Liebich/Cr K Sajowitz
That the Board note the report on progressing the resolve of the Board regarding connecting the two Wests and	
<ol style="list-style-type: none"> <li>1. seek to cancel with the concurrence of Penrith City Council the 8 June event;</li> <li>2. meet with Blue Mountains City Council, Penrith City Council and other Western Sydney Councils individually on potential opportunities; and</li> <li>3. endorse the \$12.5k expenditure for the Partnership Proposal with the Western Sydney Dialogue.</li> </ol>	

**Priority Four: Regional Water Security**

**i. Water Update**

Resolved	Cr K Sajowitz/Cr J Smith
That the Board note the Regional Water report; and	
<ol style="list-style-type: none"> <li>1. Endorse the CNSWJO submission to the Draft State Water Strategy;</li> <li>2. Endorse the Case Study for inclusion in the Infrastructure Australia Water Chapter for the Australian Infrastructure Plan;</li> </ol>	



3. Endorse the submission to the Productivity Commission's Draft Report on National Water Reform;
4. Encourage members to send representation to Wyangala Dam wall project sessions where possible; and

**11. Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2019/2020**

Resolved	Cr R Kidd/Cr K Keith
That the Board note the Report to the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority and	
<ol style="list-style-type: none"> <li>1. advocate noting our disappointment in the review process including engagement with every Mayor and the unfortunate timing at the end of council term;</li> <li>2. endorse the submission to DPIE on enabling agritourism;</li> <li>3. note the advice from the OLG regarding the caretaker period; and</li> <li>4. receive an end of term report and include the risks, challenges and delivery against the objectives, this to include a survey with feedback from members.</li> </ol>	

**12. Late report - Regional Water Security IWCM & TWRRP**

That the Board

1. submit an Expression of Interest in response to an invitation from the Town Water Risk Reduction Program to work with DPIE Water to co-design a more efficient and cost effective Integrated Water Cycle Management Framework that is proportionate, adaptable, fit-for-purpose and that provides value to Local Water Utilities, all levels of Government and customers.
2. Support the submission of an Expression of Interest by the Blayney/Cabonne /Orange Alliance with Central Tablelands Water to the Safe and Secure Water Program (stream 2) for funding under the Regional Town Water Strategy stream.

**Moved Cr K Beatty/Seconded Cr K Keith**

**Amendment**

**Moved Cr J Smith /**

That the Board

1. submit an Expression of Interest in response to an invitation from the Town Water Risk Reduction Program to work with DPIE Water to co-design a more efficient and cost effective Integrated Water Cycle Management Framework that is proportionate, adaptable, fit-for-purpose and that provides value to Local Water Utilities, all levels of Government and customers.
2. Acknowledge the request from the Blayney/Cabonne /Orange Alliance with Central Tablelands Water for in principle support for submission of an Expression of Interest by the Blayney/Cabonne /Orange Alliance with Central Tablelands Water to the Safe and Secure Water Program (stream 2) for funding under the Regional Town Water Strategy stream; and
  - a. Acknowledge the water security challenges of Cabonne Shire Council.
  - b. Prior to any commitment by the Board:
    - i. Request advice on the scope of work be circulated to JO members.
    - ii. That the Blayney/Cabonne/Orange Alliance with Central Tablelands Water seek concurrence from their member Councils; and
    - iii. that the JO Board meet via zoom as soon as possible to give further consideration.

**The amendment lapsed for want of a seconder**



<b>Resolved</b>	<b>Cr K Beatty/Cr K Keith</b>
That the Board:	
<ol style="list-style-type: none"> <li>1. submit an Expression of Interest in response to an invitation from the Town Water Risk Reduction Program to work with DPIE Water to co-design a more efficient and cost effective Integrated Water Cycle Management Framework that is proportionate, adaptable, fit-for-purpose and that provides value to Local Water Utilities, all levels of Government and customers.</li> <li>2. Support the submission of an Expression of Interest by the Blayney/Cabonne /Orange Alliance with Central Tablelands Water to the Safe and Secure Water Program (stream 2) for funding under the Regional Town Water Strategy stream.</li> </ol>	

**13. Notices of motions/Questions with notice**

- Orange has sought feedback on the status of the business case for the very fast rail being developed by the federal Govt. RDACW have been monitoring and will provide advice.
- The Chair congratulated Oberon, Orange and Blayney for their recent success in the recent NSW Top Tourism Awards.

**14. Speakers to next meeting**

This will be a meeting at Parliament House Sydney, at the Chairs request there will be a function the night before celebrating the end of term.

Regis Resources - Tony McPaul, Manager Special Projects, last minute apology to this meeting, will be given an opportunity to come to a future meeting.

**15. Next meeting**

**GMAC - 29 July - Orange**

**Board – 12 August Parliament House (State)**

**Meeting close 12.27pm**

**Page 5 is the last page of the Central NSW Joint Organisation meeting 3 June 2021**

**08) LOCAL GOVERNMENT REMUNERATION TRIBUNAL (GR.LR.4)****Author:** General Manager**IP&R Link:** Strategic Priority 3 – Regional leadership and collaboration**RECOMMENDATION:**

That Council endorse its policy of paying the maximum fees to the Chairman and Members of Central Tablelands County Council, as determined by the Local Government Remuneration Tribunal for Category County Council – Water.

**REPORT**

Council has received advice that the Local Government Remuneration Tribunal has delivered its determination in regards to fees payable to councillors and mayors/chairpersons for 2021-2022, increasing fees by 2.0 per cent from 1 July 2021.

A full copy of the Tribunal's 2021 Annual Review **will be tabled** at this Council meeting for Councillors information.

The following table lists the Tribunal's determinations for General Purpose and County Councils in 21/22:

Category		Councillor/Member Annual Fee (\$) effective 1 July 2021		Mayor/Chairperson Additional Fee* (\$) effective 1 July 2021	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	28,190	41,340	172,480	226,960
	Major CBD	18,800	34,820	39,940	112,520
	Metropolitan Large	18,800	31,020	39,940	90,370
	Metropolitan Medium	14,100	26,310	29,950	69,900
	Metropolitan Small	9,370	20,690	19,970	45,110
General Purpose Councils - Non-Metropolitan	Major Regional City	18,800	32,680	39,940	101,800
	Major Strategic Area	18,800	32,680	39,940	101,800
	Regional Strategic Area	18,800	31,020	39,940	90,370
	Regional Centre	14,100	24,810	29,330	61,280
	Regional Rural	9,370	20,690	19,970	45,140
	Rural	9,370	12,400	9,980	27,060
County Councils	Water	1,860	10,340	4,000	16,990
	Other	1,860	6,180	4,000	11,280

Council's policy is to pay the maximum fees as determined by the Local Government Remuneration Tribunal.

**BUDGET IMPLICATIONS**

Councillor fees are provided for in FY 21/22 Operational Plan.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**09) 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 May 2021.

**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 May 2021.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

- |                                     |         |
|-------------------------------------|---------|
| 1. Council Resolutions Update table | 4 Pages |
|-------------------------------------|---------|

**COUNCIL RESOLUTIONS UPDATE**

Council Resolutions Update – Meeting held 16 June 2021					
Resolution Ref.	Date of Meeting	Subject	Responsible Officer	Decision	Action Taken/Status
20/015	12/2/20	Water Security – Regional approach to support neighbouring councils	GM	<ol style="list-style-type: none"> <li>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 drought management workshop in March 2020, and</li> <li>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.</li> </ol>	<p>18/2/20 – GM &amp; 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 considered including transferring water between councils and bore options.</p> <p>27/2/20 – GM &amp; DOTS attendance at OCC, Cabonne &amp; 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 &amp; DOTS attendance at OCC, Cabonne &amp; CTW Town Water Steering Committee meeting chaired by James McTavish (NSW Town Water Supply Coordinator).</p>

1

					<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 &amp; DOTS attendance at OCC, Cabonne &amp; 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> <p>20/5/20 - GM &amp; DOTS attendance at OCC, Cabonne &amp; CTW Town Water Steering Committee meeting chaired by James McTavish (NSW Town Water Supply Coordinator).</p> <p>20/5/20 – GM &amp; DOTS attendance at the initial Cowra to CTW Emergency Pipeline Connection Project steering committee meeting.</p> <p>7/8/20 – GM to finalise CTW &amp; 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 &amp; CTW WSA following initial review by solicitor.</p> <p>18/9/20 – Draft CTW &amp; OCC WSA issued to OCC.</p> <p>25/3/21 – OCC advised DOTS they had forwarded the draft WSA to their legal team for review and comment.</p> <p>27/5/21 – OCC advised DOTS at the Cowra to CTW Emergency SteerCo that</p>
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					the draft WSA was still with their legal team.
20/097	14/2/20	Centroc Water Grid Pipeline Project	GM/DOTS	That Council endorse Central Tablelands Water's involvement in partnering with Parkes and Forbes Shire Councils in strengthening regional water security through the Centroc Water Grid Pipeline Project, subject to approval of the business case and approval of CTW's financial contribution.	5/2/21 - DOTS continues to represent CTW by attending monthly Centroc Water Grid update meetings. Please refer to DOTS Water Security – Drought Update Reports.
21/022	5/5/2021	Development Servicing Plan Review Update	GM	That the draft Development Servicing Plan (DSP) for the Lake Rowlands supply area be placed on public exhibition for a period of 42 days with the intention of adopting the DSP at the June 2021 Council meeting pending consideration of any submissions received.	5/5/21 – Draft DSP placed on public exhibition.  <b>Action complete.</b>
21/023	5/5/2021	Demand Management Report	GM	That Council note the report with endorsed recommendations to be included in the draft Drought Management and Demand Management Plans for consideration by Council at the June 2021 Council meeting to proceed on public display.	8/6/21 – Draft Demand and Drought Management Plans have been updated to reflect endorsed recommendations.  <b>Action complete.</b>
21/025	5/5/2021	LGNSW Water Management Conference	GM	That Council give approval for the Chairman, Deputy Chairman, General Manager, Director Operations & Technical Services and nominated Councillors to attend the 2021 LGNSW Water Management Conference in Narrabri.	21/5/21 – Chairman, Deputy Chairman, Cr Newstead, General Manager and Director Operations & Technical Services registered for conference.  <b>Action complete.</b>



21/028	5/5/2021	Draft Operational Plan 2021/2022 Incorporating 2021/2022 Revenue Policy and Draft 2021/22 to 2030/31 Long Term Financial Plan	DFCS	That Council endorse the draft Operational Plan 2021/2022 – Parts 1 & 2 and draft Long Term Financial Plan 2021/22 to 2030/31 – and they be placed on public display for a period of 28 days.	6/5/21 - Draft Operational Plan 2021/2022 – Parts 1 & 2 and draft Long Term Financial Plan 2021/22 to 2030/31 placed on public display.  <b>Action complete.</b>
21/033	5/5/2021	Questions on Notice	GM	That a letter congratulating Central Tablelands Water Network Operator, Andrew Pull as Chairman of the Canowindra Balloon Festival Committee be issued, following the successful running of the 2021 Canowindra Balloon Festival.	31/5/21 – A letter of congratulations issued to Mr Andrew Pull, Chairman of the Canowindra Balloon Festival Committee.  <b>Action complete.</b>



## 10) **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

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### **RECOMMENDATION:**

That the information in relation to Council's investments as at 31 May 2021 be noted.

### **REPORT**

#### **Cash and Investments**

The investment summary below represents Council's total investments as at 31 May, 2021 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>\$ 5,600,000.00</b>					<b>81.92%</b>
Commonwealth Bank of Australia	600,000	AA-	242	0.60%	18/06/21	8.78%
Unity Bank/Reliance Credit Union	500,000	Unrated	367	0.60%	7/02/22	7.31%
AMP - Curve Securities	500,000	BBB	367	0.75%	28/02/22	7.31%
Unity Bank/Reliance Credit Union	500,000	Unrated	273	0.60%	4/08/21	7.31%
Macquarie Bank - Curve Securities	400,000	A+	273	0.70%	15/10/21	5.85%
ME Bank - Curve Securities	500,000	BBB+	365	0.48%	25/03/22	7.31%
AMP - Curve Securities	500,000	BBB	330	0.75%	3/11/21	7.31%
Bank of QLD - Curve Securities	500,000	BBB+	274	0.35%	29/10/21	7.31%
Macquarie Bank - Curve Securities	600,000	A+	273	0.70%	6/10/21	8.78%
MyState - Curve Securities	500,000	BAA2	368	0.45%	15/03/22	7.31%
ME Bank - Curve Securities	500,000	BBB+	365	0.48%	10/03/22	7.31%

<b>At Call Deposits</b>	<b>\$ 1,235,815.94</b>					<b>18.08%</b>
Commonwealth Bank - General Account	\$ 830,877.22	AA-	At Call	0.00%	N/A	
Commonwealth Bank - BOS Account	\$ 404,911.90	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 **\$ 6,835,815.94** **100%**

Average Rate on Term Deposits	
90 Day BBSW for November 2020	0.0360%
Average Rate on Term Deposits	0.5873%
Margin over 90 day BBSW	0.5513%

Average Term - Short Term Deposits (days) 318

<b>Long Term Credit Rating</b>	<b>Amount \$</b>	<b>%</b>
AA-	\$ 1,835,789.12	26.86%
BBB	\$ 1,000,000.00	14.63%
A+	\$ 1,000,000.00	14.63%
BBB+	\$ 1,500,000.00	21.94%
BAA2	\$ 500,000.00	7.31%
Unrated	\$ 1,000,026.82	14.63%
<b>Total</b>	<b>\$ 6,835,815.94</b>	<b>100.00%</b>

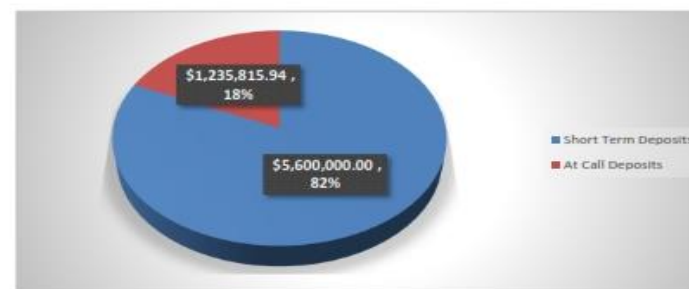
#### **BANK RECONCILIATION**

Balance as per Bank Statement	\$ 881,339.71
Add: Receipting banked 01/06/2021	\$ 1,588.16
Add: Bank deposit presented in June 2021	\$ 567.62
Add: Wedding Agency presented in June 2021	\$ 844.27
Add: Visa card purchases presented June 21	\$ 7,720.04
Less: Payroll presented in June 2021	-\$ 25,551.01
Less: CBA Bpay B14906 in June 2021	-\$ 35,631.57
Balance as per Cash Book	<u>\$ 830,877.22</u>

#### **GENERAL FUND**

(a) Cash Book Balance	\$ 1,235,815.94
(b) Bank Balance	\$ 1,235,815.94

<b>Short Term Deposits</b>	<b>\$ 5,600,000.00</b>
<b>At Call Deposits</b>	<b>\$ 1,235,815.94</b>



**Investment Commentary**

The term deposit market remains very challenging with very few Approved Deposit Institutions (ADI's) actively seeking funds. Many ADI's have placed caps on holdings by single investors and some are not accepting any new funds.

This is making it very difficult to place funds when investments mature or when seeking a placement for surplus funds.

The Reserve Bank is currently operating a term funding facility (TFF) that allows eligible ADI's to borrow funds to up to 3 years at very low interest rates. This was done to provide banks with funding to ensure that they could extend lending to small and medium enterprises so as to stimulate investment and economic growth.

Access to the TFF has resulted in ADI's not being required to actively seek funds from investors which has had a downward impact on term deposit rates due to reduced competition for funds.

CTW is actively seeking to place funds where opportunities arise in accord with our policy mandate.

**BUDGET IMPLICATIONS**

It is anticipated that Council will be able reach its revised interest revenue estimate in 20/21.

**POLICY IMPLICATIONS**

Council will continue to utilise rolling investment maturities and management of its on call account facility (Business Overnight Saver) to best match its liquidity requirements.

**ATTACHMENTS**

Nil

**11) INTEGRATED PLANNING AND REPORTING (FM.PL.1)**

**Author:** Director Finance and Corporate Services

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation – Key Result Area 2.2 Financial Management - Develop a long term financial management plan 2.2.2 Review schedule of fees and charges annually as part of annual operational plan. 2.2.1

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**RECOMMENDATION:**

That, in accordance with Sections 402-406 of the Local Government Act 1993 and following the statutory period of 28 days public exhibition, Council now resolve to adopt the following draft plans:

1. Operational Plan 2021/22 Parts 1 and 2 (including Revenue Policy), and
2. Long Term Financial Plan 2021/22 to 2030/31.

**REPORT**

Council at its meeting held on 5 May 2021 resolved to place the following draft plans on public display for 28 days:

These documents consisted of the following:

1. Operational Plan 2021-22 (including Revenue Policy)
2. Long Term Financial Plan 2021/21 to 2030/31

Public notices were placed in all regional and local newspapers advising that the draft plans were on public exhibition at the Council Office in Blayney and on Council's website. Notification of the public exhibition was also placed on Council's Facebook page.

The exhibition period was from Thursday 6 May to Friday 4 June 2021. The advertisements invited anyone to review the plans and to make written submissions by 5.00pm on Friday 4 June 2021.

As at the time of preparing this report no submissions were received by Council in respect of the above plans.

In accord with Section 532 of the Local Government Act upon adoption of these plans, Council can then proceed to make its fees and charges for 2021/22.

---

**BUDGET IMPLICATIONS**

As per the adopted Operational Plan 2021/22.

**POLICY IMPLICATIONS**

Nil.

**ATTACHMENTS**

Nil.

## **12) 2021/22 OPERATIONAL PLAN – MAKING OF FEES AND CHARGES (FM.FR.1)**

**Author:** General Manager

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation Key Result Area 2.2 Financial Management – 2.2.2.3 review schedule of fees and charges as part of the annual operational plan.

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### **RECOMMENDATION:**

1. That in accordance with Sections 501,502,503,539, 541 and 552 of the Local Government Act 1993, Council make the following water charges for the 12 months period commencing 1 July 2021:

#### **Water User Charges**

Residential/ Rural	\$3.50 per kilolitre
Non Residential	\$3.50 per kilolitre
Industrial	\$3.50 per kilolitre
Standpipe Sales	\$9.00 per kilolitre
Automatic Filling Stations	\$7.50 per kilolitre
Bulk Water	\$2.10 per kilolitre

#### **Water Availability Charges – Per Annum**

20mm	\$248.00
25mm	\$388.00
32mm	\$635.00
40mm	\$992.00
50mm	\$1,550.00
80mm	\$3,968.00
100mm	\$6,200.00
Fire Service (Fire Use only)	\$248.00
Unconnected Built upon Properties	\$124.00
Developer Charge (per ET)	\$6,211.00
Capital Contribution Charge (per ET)	\$6,211.00

2. That in accordance with Section 566 of the Local Government Act, Council charge interest on overdue water charges at a rate of 6.00% for the 12 month period commencing 1 July 2021.

### **REPORT**

Once the 2021/22 Operational Plan has been adopted by Council the Water Charges can be made in accordance with Section 532 of the Local Government Act 1993.

The making of the charges requires a formal resolution of Council and cannot be undertaken until after the draft Operational Plan has been adopted.

**BUDGET IMPLICATIONS**

As per the adopted 2021/22 Operational Plan

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**13) QUARTERLY BUDGET REVIEW STATEMENT – 31 MARCH 2021**  
**(FM.FR.1)**

**Author:** Director Finance and Corporate Services

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation. 2.2 Financial Management – 2.2.2 Complete and report on Quarterly Budget Reviews

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**RECOMMENDATION:**

That the budget review statement for the quarter ended 31 March, 2021 be accepted, and the variations therein be voted.

**REPORT**

The Quarterly Budget Review Statement (QBRs) for the period ended 31 March, 2021 is submitted for consideration by Council in accordance with clause 203 of the Local Government (General) Regulation 2005.

It is estimated that the 31 December, 2020, forecast operating budget surplus after capital amounts for 2020/21 of \$5,739,186 is now estimated to decrease to \$2,303,698.

The overall cash result is estimated to be a deficit of \$94,478 compared to the original budget cash surplus of \$629,042.

The operating result before capital items is estimated to be a deficit of \$1,567,204 compared to the original budget deficit of \$146,716. This estimated movement in the operating result before capital items is principally associated with a \$1,165,000 reduction in estimated annual water sales and a \$260,000 increase in non-cash depreciation.

Capital expenditure is expected to decrease from an estimated \$7.8M at 31 December, 2020 to \$4.9M at 31 March 2021. A number of projects have been deferred to the 21/22 financial year including an estimated \$2M for the new Carcoar WFP Reservoir and \$500k to complete the Lake Rowlands Augmentation Feasibility Study.

Estimated expenditure on the vehicle replacement program has been reduced by \$431K with a number of replacements being delayed to 21/22. This reflects the difficulty in obtaining new vehicles and the extension of the retention period on some commercial vehicles.

**BUDGET IMPLICATIONS**

The overall revised budget result indicates that the financial position of Council has been impacted by the lower level of water sales arising from wetter climate conditions and lower average temperatures during the summer period. Central Tablelands Water (CTW) is well placed with high levels of water in storage to improve water sales in subsequent years when climatic conditions are expected to result in lower rainfall and warmer summer conditions.



In previous years such as 2010/11 and 2011/12 Council experienced large operating deficits before capital resulting from similar climatic conditions. Historically, years of higher than average rainfall will significantly impact water consumption and therefore water sales revenue. The 2020/21 operational result is consistent with those years and whilst disappointing it reflects the inherent impact of climate patterns on the level of water sales.

Unlike general purpose councils who have access to guaranteed levels of general rate revenue and allocations from Federal Government Financial Assistance Grants, CTW's revenue base through water sales is subject to high volatility due to prevailing weather conditions and resulting consumption patterns.

CTW is looking at strategies to diversify the revenue base including greater sales of bulk water and the sale of non-potable water.

### **POLICY IMPLICATIONS**

Nil

### **ATTACHMENTS**

Quarterly Budget Review Statement – 31 March 2021

9 Pages

Central Tablelands Water

**Quarterly Budget Review Statement**  
for the period 01/01/21 to 31/03/21

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Central Tablelands Water

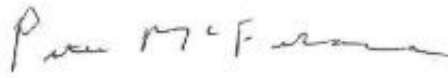
**Quarterly Budget Review Statement**  
for the period 01/01/21 to 31/03/21

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

**31 March 2021**

It is my opinion that the Quarterly Budget Review Statement for Central Tablelands Water for the quarter ended 31/03/21 indicates that Council's projected financial position at 30/6/21 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: 

date: 31/05/2021

Peter McFarlane  
Responsible Accounting Officer

## Budget Review Statement

### as at 31 March 2021

Council's Revised Income and Expenditure for the year 2020/2021

Original Budget		Revised Budget	
1,538,187	<b>Operating Revenue</b>	1,538,187	
5,190,812	Availability Charges	4,025,812	
66,000	Water Charges	56,000	
64,368	Interest	70,368	
5,183,000	Other Revenues	3,870,902	
132,558	Capital Grants and Contributions	131,206	
52,000	Operational Grants and Contributions	31,512	
12,226,925	Gains on Disposal of Assets		
	<b>Total Operating Revenue</b>		<b>9,723,987</b>
2,290,739	<b>Operating Expenses</b>		
49,352	Employee Costs	2,260,739	
1,201,350	Borrowing Costs	49,352	
10,000	Materials & Contracts	1,341,350	
283,000	Legal Costs	16,000	
967,200	Consultants	196,648	
0	Other Expenses	907,200	
2,389,000	Loss on Sale of Assets	0	
7,190,641	Depreciation and Impairment	2,649,000	
	<b>Total Operating Expenses</b>		<b>7,420,289</b>
5,036,284	<b>Operating Result for Period After Capital</b>	<b>Surplus/(Deficit)</b>	<b>2,303,698</b>
(146,716)	<b>Operating Result for Period Before Capital</b>	<b>Surplus/(Deficit)</b>	<b>(1,567,204)</b>
6,203,756	<b>Less Non-Operating Expenditure</b>		
531,304	Acquisitions of Assets	4,946,620	
250,000	Repayment of Loans	531,304	
708,017	Transfer to Reserves - Plant	314,342	
143,264	Transfer to Reserves - Renewal Reserves	708,017	
50,000	Water Pricing Increase @ 3% - Tfr to Infrastructure	143,264	
50,000	Transfer to Reserves - ELE	50,000	
629,042	Transfer to Reserves - Consultancy	50,000	
8,565,383	Transfer Estimated Budget Surplus/(Deficit)	-94,478	
(3,529,099)			<b>6,649,069</b>
	<b>Add Non-Operating Revenue</b>		<b>(4,345,371)</b>
190,500	Book Value of Assets Sold	66,210	
-	Loan Funds Raised	-	
206,550	Transfer from Reserves - Plant	270,892	
0	Transfer from Consultancy Reserve	65,000	
30,000	Transfer from Reserves - ELE	30,000	
711,756	Transfer from Reserves - Capital	1,264,269	
1,293	Transfer from External Restriction	0	
1,140,099			<b>1,696,371</b>
(2,389,000)	<b>Add Expenses not Involving Flow of Funds</b>		<b>(2,649,000)</b>
2,389,000	Depreciation		<b>2,649,000</b>
\$ -	<b>Budget (Cash) Result Surplus/(Deficit)</b>	<b>\$</b>	<b>-</b>

Central Tablelands Water

**Quarterly Budget Review Statement**  
for the period 01/01/21 to 31/03/21

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 31 March 2021  
**Income & Expenses - Council Consolidated**

(\$000's)	Original Budget 2020/21	Approved Changes					Revised Budget 2020/21	Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
<b>Income</b>											
Rates and Annual Charges	1,538,187						1,538,187			1,538,187	1,166,327
User Charges and Fees	5,190,812				(250,000)		4,940,812	(915,000)	1 (a)	4,025,812	2,726,792
Other Revenues	64,368			6,000			70,368			70,368	55,728
Grants & Contributions - Operating	132,558	143,648		(45,000)			231,206	(100,000)	1 (b)	131,206	105,000
Grants & Contributions - Capital	5,183,000	901,203		88,000	198,699		6,370,902	(2,500,000)	1 (c)	3,870,902	856,359
Interest and Investment Revenues	66,000			(10,000)			56,000			56,000	48,595
Net gain from disposal of assets	52,000						52,000	(20,488)	1 (d)	31,512	31,512
<b>Total Income from Continuing Operations</b>	<b>12,226,925</b>	<b>1,044,851</b>	<b>-</b>	<b>39,000</b>	<b>(51,301)</b>	<b>-</b>	<b>13,259,475</b>	<b>(3,535,488)</b>		<b>9,723,987</b>	<b>4,990,313</b>
<b>Expenses</b>											
Employee Costs	2,290,739			(30,000)			2,260,739			2,260,739	1,619,225
Borrowing Costs	49,352						49,352			49,352	40,327
Materials & Contracts	1,201,350			40,000	-		1,241,350	100,000	1 (e)	1,341,350	1,239,029
Depreciation	2,389,000				260,000		2,649,000			2,649,000	1,986,750
Impairment of receivables							-			-	
Legal Costs	10,000			6,000			16,000			16,000	9,615
Consultants	283,000	143,648		(45,000)	15,000		396,648	(200,000)	1 (f)	196,648	70,531
Other Expenses	967,200				(60,000)		907,200			907,200	645,287
<b>Total Expenses from Continuing Operations</b>	<b>7,190,641</b>	<b>143,648</b>	<b>-</b>	<b>(29,000)</b>	<b>215,000</b>	<b>-</b>	<b>7,520,289</b>	<b>(100,000)</b>		<b>7,420,289</b>	<b>5,610,764</b>
<b>Net Operating Result from Continuing Operations</b>	<b>5,036,284</b>	<b>901,203</b>	<b>-</b>	<b>68,000</b>	<b>(266,301)</b>	<b>-</b>	<b>5,739,186</b>	<b>(3,435,488)</b>		<b>2,303,698</b>	<b>(620,451)</b>
<b>Net Operating Result from All Operations</b>	<b>5,036,284</b>	<b>901,203</b>	<b>-</b>	<b>68,000</b>	<b>(266,301)</b>	<b>-</b>	<b>5,739,186</b>	<b>(3,435,488)</b>		<b>2,303,698</b>	<b>(620,451)</b>
<b>Net Operating Result before Capital Items</b>	<b>(146,716)</b>	<b>-</b>	<b>-</b>	<b>(20,000)</b>	<b>(465,000)</b>	<b>-</b>	<b>(631,716)</b>	<b>(935,488)</b>		<b>(1,567,204)</b>	<b>(1,476,810)</b>

## Central Tablelands Water

**Quarterly Budget Review Statement**  
for the period 01/01/21 to 31/03/21**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details
1 (a)	Reduction in expected water sales due to wet weather and lower summer temperatures. Significant reductions have occurred in water demand by residential and rural consumers during the year.
1 (b)	The 100K grant for the Integrated Water Cycle Management Plan (IWCM) is not expected to be received during the year.
1 (c)	Reduction in expected capital grants of \$2M for the new 12ML Carcoar WFP Reservoir and \$500K for the Lake Rowlands Augmentation Feasibility Study.
1 (d)	No further vehicle sales are expected in 20/21. Estimate revised to actual amount.
1 (e)	Additional funding to complete urgent repair works on the Gooloogong Reservoir.
1 (f)	Integrated Water Cycle Management Plan (IWCM) will be not be completed in 20/21. This plan



Central Tablelands Water

Quarterly Budget Review Statement  
for the period 01/01/21 to 31/03/21

Capital Budget Review Statement

Budget review for the quarter ended 31 March 2021

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2020/21	Approved Changes				Revised Budget 2020/21	Variations for this Mar Qtr	Projected Year End Result	Actual YTD figures
		Carry Forwards	Sep QBRs	Dec QBRs	Mar QBRs				
<b>Capital Expenditure</b>									
New Assets									
- Plant & Equipment	20,000					20,000		20,000	15,448
- Land & Buildings	40,000	16,005				56,005		56,005	53,368
- Office Equipment	15,000			5,000		20,000		20,000	16,997
- Smart Metering		40,582				40,582		40,582	40,585
- Telemetry		55,109				55,109		55,109	47,924
- Energy Audit Initiatives		28,298				28,298		28,298	
- Automatic Filling Stations - Weddin Shire		20,617				20,617		20,617	2,613
- Automatic Filling Stations - Cabonne Shire				90,000		90,000		90,000	65,436
- Carcoar WFP Reservoir	4,703,000					4,703,000	(2,000,000) 2 (a)	2,703,000	565,655
- Post Chlorinator - Grenfell North	50,000					50,000		50,000	
- Lake Rowlands - Dead Storage		189,000				189,000		189,000	
- Lake Rowlands Stairwell - Safety Access							13,145 2 (a)	13,145	13,145
- Woodstock Pump Station		606,703				606,703		606,703	377,097
- Water Operations Software								24,696	24,696
- Orange to Carcoar Pipeline - Water Testing Facility	60,000					60,000		60,000	26,953
- Reticulation Mains - New Connections	30,000					30,000	24,774 2 (a)	54,774	54,774
<b>Total New Assets</b>	<b>4,918,000</b>	<b>1,156,327</b>	<b>-</b>	<b>95,000</b>	<b>-</b>	<b>6,169,327</b>	<b>(1,962,078)</b>	<b>4,207,249</b>	<b>1,329,925</b>
Renewal Assets (Replacement)									
- Pump Replacements	50,156	31,372				81,528		81,528	56,673
- Plant & Equipment	459,000	64,342				523,342	(431,008) 2 (a)	92,334	92,334
- Blayney Office - Indoor Refurbishment		14,035				14,035		14,035	
- Blayney Office - Outdoor Refurbishment	10,000					10,000		10,000	
- Grenfell depot Refurbishment	40,000					40,000	(40,000) 2 (a)	-	
- Blayney Depot Refurbishment		32,727				32,727	(32,727) 2 (a)	-	
- Canowindra Depot Refurbishment		40,000				40,000	(40,000) 2 (a)	-	
- Reticulation Main Renewals	61,600					61,600		61,600	65,304
- Trunk Main K Renewal	15,000	3,143		11,957		30,100	-	30,100	30,098
- Lake Rowlands Wall Augmentation	630,000					630,000	(500,000) 2 (a)	130,000	3,350
- Carcoar Clearwater Tank Roof								-	
- BWFP Access Road and Carpark		14,047				14,047		14,047	
- BWFP - Fluoride Plant			65,000			65,000		65,000	66,775
- Carcoar WTP - Filter Bed Replacement			65,000			65,000	112,727 2 (a)	112,727	
- Carcoar Clearwater Tank Roof						65,000		65,000	75,000
<b>Total Assets New</b>	<b>1,285,756</b>	<b>199,666</b>	<b>173,000</b>	<b>11,957</b>	<b>-</b>	<b>1,670,379</b>	<b>(931,008)</b>	<b>739,371</b>	<b>413,615</b>
<b>Subtotal - Asset Expenditure</b>	<b>6,203,756</b>	<b>1,355,993</b>	<b>173,000</b>	<b>106,957</b>	<b>-</b>	<b>7,839,706</b>	<b>(2,893,086)</b>	<b>4,946,620</b>	<b>1,743,740</b>
Loan Repayments (Principal)	531,304					531,304		531,304	395,165
<b>Total Capital Expenditure</b>	<b>6,735,060</b>	<b>1,355,993</b>	<b>173,000</b>	<b>106,957</b>	<b>-</b>	<b>8,371,010</b>	<b>(2,893,086)</b>	<b>5,477,924</b>	<b>2,138,905</b>
<b>Capital Funding</b>									
Rates & Other Untied Funding	531,304					531,304		531,304	395,165
Capital Grants & Contributions	5,033,000	901,203	65,000	90,000		6,112,203	(2,500,000)	3,612,203	747,659
Reserves:									
- External Restrictions/Reserves									
- Internal Restrictions/Reserves	910,306	454,790	65,000	16,957		1,475,053	(210,764)	1,264,289	925,933
Receipts from Sale of Assets									
- Plant & Equipment	252,450					252,450	(182,302)	70,148	70,148
<b>Total Capital Funding</b>	<b>6,735,060</b>	<b>1,355,993</b>	<b>173,000</b>	<b>106,957</b>	<b>-</b>	<b>8,371,010</b>	<b>(2,893,086)</b>	<b>5,477,924</b>	<b>2,138,905</b>
<b>Net Capital Funding - Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



Central Tablelands Water

**Quarterly Budget Review Statement**  
for the period 01/01/21 to 31/03/21

**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details
2 (a)	Expenditure anticipated to be carried over to 21/22. Funding is in 21/22 draft Operational Budget.
2 (b)	Stairs at Lake Rowlands were recommended to improve safety. Have been funded from Infrastructure restriction.
2 (c)	New reticulation mains connections funded by contributions from applicants.
2 (d)	Some motor vehicle replacements have been deferred to 21/22 due to difficulty in sourcing replacements due to tight vehicle market.
2 (e)	Depot improvements have been deferred to 21/22. Allocation is in draft 21/22 operational budget. Funds have been transferred to fund urgent refurbishment of the Carcoar WFP No 2 Filter Bed.
2 (f)	Following the extended hold point for the Lake Rowlands Augmentation Feasibility Study , reduced expenditure is expected in 20/21. The 500K balance of the \$1M grant is expected to be spent in 21/22.

## Central Tablelands Water

## Quarterly Budget Review Statement

for the period 01/07/20 to 31/3/21

## Leakage Allowances Granted - Financial Year to Date

	<u>No of Applications Granted</u>	<u>Total Allowance Kls</u>	<u>Total Allowance Granted \$</u>
<b>Sept Qtr</b>			
Residential	2	214.65	704.05
Non Residential	0	-	-
<b>Total</b>	<u>2</u>	<u>214.65</u>	<u>704.05</u>

	<u>No of Applications Granted</u>	<u>Total Allowance Kls</u>	<u>Total Allowance Granted \$</u>
<b>Dec Qtr</b>			
Residential	4	387.25	1,270.18
Non Residential	3	867.00	2,843.76
<b>Total</b>	<u>7</u>	<u>1,254.25</u>	<u>4,113.94</u>

	<u>No of Applications Granted</u>	<u>Total Allowance Kls</u>	<u>Total Allowance Granted \$</u>
<b>Mar Qtr</b>			
Residential	8	1,437.02	4,713.42
Non Residential	6	787.22	2,582.08
<b>Total</b>	<u>14</u>	<u>2,224.24</u>	<u>7,295.50</u>

Note: Council's undetected water leaks policy provides for an allowance to be granted if certain conditions are met as per the policy. The granting of a leakage allowance is at the absolute discretion of Council based upon individual circumstances. Property owners are responsible for the maintenance of water infrastructure on their properties.

Central Tablelands Water

**Quarterly Budget Review Statement**

for the period 01/01/21 to 31/03/21

**Contracts Budget Review Statement**

Budget review for the quarter ended 31 March 2021

**Part A - Contracts Listing** - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
Camero Resources	Project Management - Cowra to CTW Emergency Grant Projects	213,400	01/11/20	15 months	Y	
National Concrete Solutions	Urgent Repairs - Gooloogong Reservoir	160,000	01/10/20	12 months	Partly	100K Revote March QBRS

**Notes:**

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported
3. Contracts for employment are not required to be included.

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

**Author:** Director Finance and Corporate Services

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation – 2.3.4 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 10 March, 2021.

**REPORT**

The adopted minutes of the Internal Audit, Risk and Improvement Committee (ARIC) Meeting held on 10 March 2021 are attached for Council's information.

There was a further Committee Meeting held on 2 June 2021, however, those minutes are yet to be adopted. They will be presented to the Council after adoption at the next meeting.

The National Audit Group has completed the high level review of Council's fraud control framework and policy. The final report and recommendations were considered at the ARIC meeting held on 2 June 2021.

The meeting dates for the Committee in 2021 have been confirmed as follows:

28 July 2021 (prior to election caretaker period)

10 November 2021 (New Committee after election)

**BUDGET IMPLICATIONS**

Council has a 2020/21 adopted internal audit budget of \$21,000 that covers the cost of the committee meeting costs and the conduct of at least one internal audit project engagement.

An amount of \$12,352 has been spent for 2020/21 after payment for meeting costs and the payment of \$8,450 for the fraud assessment review.

An amount of \$8,648 remains unspent at the date of this report.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Minutes of ARIC Meeting 10 March 2021.

3 pages

**Minutes of the Audit, Risk and Improvement Committee Meeting of Central Tablelands Water held at Blayney Community Centre on Wednesday, 10 March 2021 commencing at 11:15am.**

<b>PRESENT:</b> Mr Phillip Burgett	(Chairperson - Independent Member - Voting)
Ms Donna Rygate	(Independent Member – Voting)
Cr David Somervaille	(Council Chairman - Voting)
Gavin Rhodes	(General Manager - Observer)
Peter McFarlane	(Director Finance & Corporate Services - Observer)
Bee Smith	(Governance & Executive Support Officer - Secretariat)

**1. Welcome**

The Chairperson, Phillip Burgett welcomed everyone to the meeting.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Apologies for Non Attendance**

An apology was received from Noel Wellham, Director Operations & Technical Services and Karen Taylor of the NSW Audit Office.

It was noted that Katy Henry from Intentus was to join the meeting via teleconference at Item 6.

Moved: Donna Rygate      Seconded: Cllr Somervaille

Resolved: That the apology from Noel Wellham and Karen Taylor be accepted.

**4. Confirmation of Minutes of Audit, Risk and Improvement Committee – 18 November 2020**

Moved: Cllr Somervaille      Seconded: Donna Rygate

Resolved: That the minutes of the meeting of 18 November 2020 be adopted.

**5. Major Developments Since the Previous Meeting**

Moved: Donna Rygate      Seconded: Cllr Somervaille

Resolved: That the report on recent developments be received and noted.

*Proceedings in brief: Katy Henry joined the meeting at 11:49am.*

This is Page No. 1 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 10 March 2021.

## **6. Financial Audit**

### **a) 2020-21 External Audit Engagement Letter and Audit Plan**

Moved: Cllr Somervaille      Seconded: Donna Rygate

Resolved: That the Committee receive and note the 2020-21 Audit Engagement Letter and Audit Plan and a copy of the draft 2020-21 Financial Statements be made available to the Committee when available.

### **b) 2019-20 Final Management Letter**

Moved: Donna Rygate      Seconded: Cllr Somervaille

Resolved: That the Committee receive and note the 2019-20 Final Management Letter.

### **c) Financial Statements Update**

Moved: Cllr Somervaille      Seconded: Donna Rygate

Resolved: That the Committee receive and note the Closing Engagement Report for 2019-20 Financial Statements that was previously circulated out of session.

*Proceedings in brief: Katy Henry left the meeting at 12:14pm.*

## **7. Risk Register**

Moved: Donna Rygate      Seconded: Cllr Somervaille

Resolved:

- 1) That the Committee receive and note the Risk Register as tabled.
- 2) That management review and update the register so it reflects the focus on residual risks that are not acceptable and minimise any additional work on risks where the residual risks with the existing controls are considered to be acceptable.
- 3) That commentary regarding the residual risks where considered acceptable be minimised and any planned actions and resources be directed to those risks considered to be outside the risk tolerance of Council.



**8. Business Continuity Plan (BCP) Update**

Moved: Cllr Somervaille      Seconded: Donna Rygate

Resolved:

- 1) That the Committee receive and note the BCP update, and
- 2) Report to the Committee any recommendations that follow from the BCP exercise and training on 24 March 2021.

**9. Status Report on Prior External Audit & Internal Audit Recommendations & Actions**

Moved: Donna Rygate      Seconded: Cllr Somervaille

Resolved:

- 1) That the Committee receive and note the verbal update provided by the DFCS.
- 2) Incorporate the Internal Audit Plan as an agenda item for future meetings as a standing agenda item.
- 3) That future budget allocations include funding to undertake the agreed internal audit program.
- 4) That the next meeting outline the proposed internal audit program for 21/22 with a review of project management being considered a priority.
- 5) That the review of project management includes consideration of the 12 ML Reservoir at the Carcoar Water Filtration Plant

**10. Any Other Business**

There was no other business.

**11. Next Meeting**

The next meeting will be held at Cabonne Shire Council in Molong, on 2 June 2021.

There being no further business, the Chairperson declared the meeting closed at 12:55pm.

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This is Page No. 3 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 10 March 2021.



## 15) **WATER CHARGES DEBT RECOVERY POLICY (FM.DB.1)**

**Author:** Director Finance and Corporate Services

**IP&R Link:** Strategy Priority 2 – An efficient, sustainable and customer focussed organisation – 2.2 Financial Management – 2.2.8 Fees and Charges are collected.

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### **RECOMMENDATION:**

That the draft Water Charges Debt Collection Recovery Policy having been on public display for 28 days be adopted.

### **REPORT**

Council at its May, 2021 meeting resolved:

*“That the draft Water Charges Debt Collection Recovery Policy be placed on public display for 28 days.”*

No public submissions were received in respect of the draft policy.

A staff submission was received from the Revenue Officer to make some minor changes to the wording of the policy to improve clarity in some areas.

As these changes are minor in nature, the overall principles of the policy remain the same as in the draft.

### **BUDGET IMPLICATIONS**

Nil.

### **POLICY IMPLICATIONS**

As per the report.

### **ATTACHMENTS**

Draft Water Charges Debt Collection Policy.....7 pages



**Central  
Tablelands  
Water**

---

DRAFT

**Water Charges  
Debt Recovery Policy**

## DOCUMENT CONTROL

Document Title		Water Charges Debt Recovery Policy			
Policy Number		CTW-PR014			
Responsible Officer		Director Finance and Corporate Services			
Reviewed by					
Date Adopted		December 2016			
Adopted by		Council			
Review Due Date		June 2021			
Revision Number		2			
Previous Versions	Date	Description of Amendments	Author	Review /Sign Off	Minute No: (if relevant)
1	12/10/16				16/079

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## Purpose

To establish guidelines for the General Manager and delegated staff on appropriate debt recovery procedures to ensure effective control over charges that become due and payable.

It will also provide a framework for the efficient and effective collection of outstanding debts and fulfil statutory requirements of the Local Government Act, 1993.

Council has a responsibility to ensure monies owed are recovered in a timely and effective manner to finance its operation and to ensure effective cash flow management. During the debt recovery process Council will; treat people fairly, consistently, and in a confidential professional manner.

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## Debt Recovery Policy Statement

Central Tablelands Water (CTW) acknowledges that customers will, for various reasons fail to pay for water charges when they become due and payable. It is not the intention to cause hardship to any ratepayer through debt recovery procedures, and consideration will be given to acceptable arrangements to clear the debt where possible.

The General Manager has the delegated authority to assess/approve and or reject payment arrangements from any customer.

The General Manager has the delegated authority to proceed with legal action to recover outstanding charges where an arrangement plan has defaulted or if the customer has failed to pay, or a suitable attempt has not been made to clear the outstanding balance.

The General Manager has sub delegated authority under this Policy to the Director Finance & Corporate Services, Revenue Officer and Finance Officer.

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## Procedure

### Water Consumption Charges

Charges shall be set annually by way of the Operational Plan.

Water Notices are issued on the completion of the quarterly meter readings. On each quarterly account issued, the period covered by the availability charge components on the account is the current calendar quarter. The period covered by the water usage component on the account is the period from the last meter reading from which the account was calculated in the previous period, to the date the meter reading was taken in the current period. The frequency of the reading cycle will be quarterly.

Accounts will be due for payment 28 days after the date of issue.

The person, or persons, who are listed as the owner of the property are responsible for the payment.

**Interest on Overdue Accounts**

Interest is calculated daily on overdue charges at the maximum rate announced by the Minister for Local Government each year in accordance with Section 566 (3) of the Local Government Act, 1993.

**Tenanted Properties**

A number of landlords have lease agreements that stipulate that the tenant is responsible for the usage or consumption charge. The billing of tenants is the owner's or agent's responsibility.

In the case of a tenanted property, CTW will only pursue the debt directly with the landowner, and will only take legal action against a landowner. CTW will not seek payment of water charges from tenants that landowners are liable for, nor will it be involved in collecting money from tenants or accept a payment arrangement, unless provided for in s569 of the Act.

CTW will take reasonable steps to identify whether a property is tenanted before considering restricting a water supply, and will not restrict or disconnect when it becomes aware that the property is tenanted.

CTW will only restrict or disconnect the water supply as a last resort, after a notice has been issued under s569 of the Act, and a reasonable opportunity is given for the tenant to comply with the notice.

**Payment Arrangements**

Arrangements may be entered into with all property owners in accordance with Section 564 of the Act.

Arrangements are to be negotiated with the aim of recovering all arrears and the current charges. Agreement to requests to pay by regular amounts or for an extension of the due date for payment are to be assessed on their merits, having regard to the individual's payment history and circumstances.

For those accounts where the owner has entered into an arrangement to extend the due date or to pay off by instalments, a continuing check is made that the arrangement is being kept.

Where a customer defaults on approved arrangements for payment, recovery action will recommence from the stage which had been reached prior to the last arrangement being negotiated.

**Reminder/Final Notices**

A Reminder/Final Notice shall be issued where applicable seven (7) days after the due date of a water account to those customers who have an outstanding balance greater than the quarterly 20mm access charge, and have not made previous satisfactory payment arrangements with CTW.

The Reminder/Final Notice will provide the customer with the balance outstanding, and will indicate that if the balance remains unpaid, it may result in Council's operator attending the premises to restrict or disconnect the water supply, and if this should occur an attendance



fee will be payable immediately in addition to the outstanding amount. It will also advise the customer of the fees for reconnection or removal of the restriction.

Reminder/Final Notices will be due for payment 10 days after the date of issue.

If an account was not issued with a Reminder/Final Notice because an arrangement had been entered, and the arrangement is then not kept, the non-issue of a Reminder does not preclude the account from normal recovery actions.

#### **Attend to Restrict/Disconnect Water Supply for non-payment**

At the expiration of time nominated for payment on a Reminder/Final Notice and where the account has not been paid or a suitable payment arrangement has been entered into for any amounts outstanding of \$200.00 or over, a CTW representative may attend the premises and present a Final Notice to the Occupier Card

The Final Notice to the Occupier card will state that a representative of Central Tablelands Water visited the premises in regard to the imminent restriction/disconnection of the water supply because of non-payment of water charges. It will show that if the amount due is not paid by the date and time shown on the card, the water will either be restricted/disconnected.

The Final Notice to the Occupier card will show the total balance outstanding, including the attendance fee.

If no contact is made by the Occupier by the date and time notified, the water supply will be:

- a) Restricted by the fitting of a restriction device but so as to make available a nominal supply to the consumer (approximately 0.2 litres per minute) if the property is occupied.
- b) Disconnected if the property is deemed to be vacant.

When a restrictive washer has been fitted to a meter, or alternatively the supply has been disconnected, a card will be left at the premises notifying the occupant that as no contact has been made after the issuing of the Final Notice to the Occupier card, they are informed that the water supply to the premises has been disconnected/restricted and will be restored on payment of all arrears owing, in addition to a reconnection fee.

The supply will not be restored until the total amount outstanding is paid, or other arrangements made to the satisfaction of CTW. Notification of payment must be made to CTW prior to 2pm if same day restoration of supply is required.

\*\*\* If a Final Notice to the Occupier card has been issued to the owner of a property on 4 consecutive times or more, a further Final Notice to the occupier will not be issued. The water supply will be restricted without further notice. The restrictive washer will only be removed after payment of the water account and reconnection fee is paid in full.

\*\*\* If a Final Notice to the Occupier card has been issued to a tenant, reasonable opportunity must be given for the tenant to comply with the notice and contact the landlord/estate agent prior to the restriction/disconnection of the water supply is to take place.

#### **Early-Stage Intervention**

At any stage in the debt recovery process prior to legal action commencing, an Early-Stage Intervention visit may be made to customers in a compassionate and rational attempt to help

them to pay Council, and to help them avoid accumulating unmanageable levels of debt, and to avoid legal action.

Those customers who have an outstanding balance greater than \$600.00 or 2 bills outstanding and do not currently have a satisfactory payment arrangement with CTW, may be sent a letter encouraging them to pay in full or to enter a satisfactory arrangement with CTW. The letter will give fourteen (14) days' notice of a compassionate visit if no payment or arrangement is made.

The letter will transparently explain:

- The purpose of the visit.
- The timing of the visit.
- The cost of the visit, to be recovered at cost from the customer.
- How to opt-out of both the visit and the cost.
- The debt recovery consequences of taking no action.

The purpose of each visit is to:

- Avoid the requirement for legal action.
- Understand the customer's situation and whether they are experiencing financial hardship and desire assistance.
- Assist the customer to calculate a sustainable payment plan.
- Assist the customer to complete the relevant forms.
- Where indicated, assist the customer to complete a Financial Hardship application form.
- Where indicated and with the customer's consent, introduce Financial Counselling.
- Explain the consequences of taking no action to resolve the situation.

During the 14 days' notice period, contact with a customer may be attempted - by any combination of telephone call, SMS message, and/or email - to help the customer to make a payment arrangement and avoid an Early-Stage Intervention visit.

### **Legal Action**

If payment has not been received or no arrangement has been made following the disconnection/restriction of the water supply for non-payment, or if the total outstanding remains unpaid after a final notice to the occupier card was presented, or after Early-Stage Intervention, the debt may then be handed to a debt collection agency appointed by CTW to follow up collection of the outstanding debt. Arrangements to pay after the commencement of legal action are encouraged and will be accepted provided the offer will complete the debt within a satisfactory time frame.

Application for Judgment is to be effected wherever possible if satisfactory arrangements have not been made to finalise the account. Action following Judgment is to be assessed by the General Manager and may include the issue of a writ, garnishee or examination summons.

All legal costs and expenses incurred in recovering outstanding water charges shall be charged against the property in accordance with Section 605 of the Local Government Act, 1993.



A report detailing all Legal Action is to be provided to a subsequent Council meeting for notification.

#### **Late-Stage Intervention**

From time-to-time accounts remain outstanding despite legal action having been taken. In most such cases the customers are experiencing financial hardship and/or other complex issues exist.

Any customers whose accounts remain outstanding despite legal action being taken may receive a more intensive visit to understand the difficulties they face and endeavour to help them to find a way to pay CTW. Where possible, Late-Stage Intervention also helps customers take steps towards their general recuperation.

Council contracts a specialist 3<sup>rd</sup>-party organisation, which assists ratepayers for many NSW councils, to perform Early-Stage and Late-Stage Interventions.

Where possible the 3<sup>rd</sup>-party organisation will visit to help customers with both their water account and any outstanding rates account owing to a constituent council, to make payment arrangements more sustainable and to avoid cost duplication.

If Late-Stage Intervention fails to get the account paid to Council, then after 5 years, pursuant to Section 713 of the Local Government Act 1993, the property upon which the water service is provided may be sold by Council.

#### **Variation**

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

**16) 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.

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**RECOMMENDATION:**

That the information in the report be noted.

**REPORT**

Central Tablelands Water (CTW) continues to welcome May-June 2021 rainfalls that have followed those which have caused the filling and overspilling of Lake Rowlands Dam (LRD) since 29th July 2020.

As at 10<sup>th</sup> June 2021, approximately 19GL of water, equating to 422% of the current LRD storage capacity, has flowed over the spillway. LRD currently sits at 97% due to the release of water through the Dam's scour valve since 4<sup>th</sup> June 2021. The release of water is consistent with CTW operational concerns when there is a likely chance of large rainfall and/or snow forecasted for the next 14 days in the Central Tablelands region according to the [Bureau of Meteorology](#).

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

1. The fit out of Woodstock Pump Station continues to progress within budget and in a timely manner.
2. CTW, in conjunction with Parkes Shire Council, continues to develop the CTW component of Stage 3 - Gooloogong to Eugowra pipeline of the Centroc Water Grid Pipeline project. CTW awaits a quotation to undertake a Review of Environmental Factors (REF) for the proposed 6.4km, 150mm uPVC, spur pipeline to enable connection to CTW's Eugowra reservoir from the Gooloogong to Eugowra 375mm pipeline.
3. CTW is awaiting the final report for its Cudal Bore and Blayney Well assets from the consultant.

**BUDGET IMPLICATIONS**

Operational Plan FY2020/21.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**17) 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.

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**RECOMMENDATION:**

That Council:

1. Note the information in the General Report, and
2. Note the information in the Reservoir Maintenance Report and its resulting budget implications.

**GENERAL REPORT**

a) Meter Reading

The final meter read for the 2020-21 financial year was completed on 24<sup>th</sup> April in-line with CTW's meter reading schedule.

b) Meter Change Program

There have been zero (0) meter changes undertaken since the previous reporting period.

c) Water Filtration Plants

Both Blayney and Carcoar Water Treatments Plants continue to operate unabated. A replacement Fluoride system for BWTP has been installed and is awaiting commissioning by the contractor in conjunction with NSW Health.

d) Pump Stations

Cleaning of Pump Stations listed under general maintenance has continued throughout our network over the past three months.

e) Drinking Water Quality

No reportable incidences of exceeding our Critical Control Points for delivery of drinking water from our 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 (AWFS)

Two AWFS for Cudal and Cargo await commissioning by OEM.

**RESERVOIR MAINTENANCE REPORT**

Central Tablelands Water (CTW) continues to struggle with a cost effective, permanent repair solution for its leaking concrete reservoirs throughout the network.

CTW has attempted various sealing methods in the past, ranging from external injections directly into the leaking area, through to internal coatings applied to the whole of reservoir base and wall.

In following with recommendations from neighbouring councils, CTW has engaged a company to provide a waterproofing, remediation and protection solution to increase the life expectancy for CTW's aging concrete reservoirs, using Crystalline Technology.

Following a positive outcome from the remediation of CTW's Cargo reservoir, CTW engaged the same company and technology to repair and protect the poorly performing Gooloogong reservoir. Variations to the initial scope of works resulted in an over doubling of costs due to the poor quality of the tank's concrete construction.

CTW's Director of Operations and Technical Services is pleased with the results of these two reservoirs and believes the suggested additional 20 year life extension for these reservoirs, provides CTW with the cost effective, permanent repair solution it has been seeking.

**BUDGET IMPLICATIONS**

Additional \$100,000.00 – 2020/21 FY budget.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil

**18) 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	08/06/2021	100mm AC	DNR
Canowindra	Belubula Way	22/04/2021	225mm Steel	Weld
Canowindra	Cranky Rock Rd	04/09/2020	150mm Steel	Cracked weld
Canowindra	Armstrong St	03/06/2021	100mm AC	R&RP
Manildra	Orange Rd	02/04/2021	100mm AC	DNR
Manildra	Orange St	06/05/2021	100mm AC	DNR
Manildra	Orange Rd	07/05/2021	100mm AC	R&RP

## Notes

1. CTW Mains (Trunk & Retic) Break score of 7/573km == 01.22/100km.  
Rolling Value across 12mths = 10.12/100km which is slightly higher than the 2017-18 NSW State Median benchmark of 9.0 breaks/100km.

*b) Service Activities and Requests*

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>BLAYNEY</b>	<b>27</b>	<b>19</b>	<b>15</b>	<b>22</b>	<b>1.51%</b>	<b>1453</b>
CHECK METER READING	0	0	0	1	0.07%	
CUSTOMER DAMAGED METER	0	0	0	1	0.07%	
DIRTY WATER COMPLAINT	0	0	1	0	0.00%	
LEAKING METER	20	1	6	9	0.62%	
LEAKING SERVICE	3	3	1	3	0.21%	
LOW PRESSURE COMPLAINT	0	1	0	0	0.00%	
MAIN BREAK	2	3	5	1	0.07%	
MAINTENANCE - GENERAL	0	3	0	4	0.28%	
METER NEW / REPLACEMENT	0	2	0	3	0.21%	

METER NOT SHUTTING OFF	2	3	2	0	0.00%	
QUALITY COMPLAINT	0	3	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>CANOWINDRA</b>	<b>22</b>	<b>19</b>	<b>15</b>	<b>27</b>	<b>2.42%</b>	<b>1114</b>
CHECK METER READING	3	0	0	0	0.00%	
DIRTY WATER COMPLAINT	0	1	0	0	0.00%	
HYDRANT LEAKING	0	0	1	0	0.00%	
LEAKING METER	4	4	4	1	0.09%	
LEAKING SERVICE	7	6	6	4	0.36%	
MAIN BREAK	6	6	3	3	0.27%	
MAINTENANCE - GENERAL	0	0	0	5	0.45%	
METER NEW / REPLACEMENT	1	1	0	8	0.72%	
METER NOT SHUTTING OFF	0	1	1	1	0.09%	
METER SPECIAL METER READING	0	0	0	5	0.45%	
PATHCOCK FAILURE	1	0	0	0	0.00%	
QUALITY COMPLAINT	0	2	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>CARCOAR</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>1.49%</b>	<b>134</b>
LEAKING METER	0	1	0	2	1.49%	
MAIN BREAK	1	0	2	0	0.00%	
NO WATER COMPLAINT	0	0	1	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>CARGO</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>1.85%</b>	<b>162</b>
LEAKING METER	1	0	0	2	1.23%	
LEAKING SERVICE	1	0	1	1	0.62%	
MAIN BREAK	0	2	2	0	0.00%	
NO WATER COMPLAINT	0	1	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS	THIS PERIOD	
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	2018	2019	2020	2021	% of Total meters	Total Meters
<b>CUDAL</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>6</b>	<b>2.64%</b>	<b>227</b>
CHECK METER READING	0	1	0	0	0.00%	
LEAKING METER	1	2	0	1	0.44%	
LEAKING SERVICE	0	0	0	0	0.00%	
MAINTENANCE - GENERAL	0	0	1	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	5	2.20%	
METER NOT SHUTTING OFF	0	1	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>EUGOWRA</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>1.03%</b>	<b>387</b>
CHECK METER READING	2	0	0	0	0.00%	
CUSTOMER DAMAGED SERVICE	0	1	0	0	0.00%	
LEAKING METER	1	1	2	1	0.26%	
LEAKING SERVICE	1	1	1	1	0.26%	
MAINTENANCE – GENERAL	0	1	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	1	0.26%	
METER NOT SHUTTING OFF	0	0	0	1	0.26%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>GRENFELL</b>	<b>11</b>	<b>8</b>	<b>15</b>	<b>10</b>	<b>0.75%</b>	<b>1334</b>
CHECK METER READING	4	2	0	0	0.00%	
DIRTY WATER COMPLAINT	0	0	4	0	0.00%	
LEAKING METER	1	1	4	4	0.30%	
LEAKING SERVICE	2	2	3	2	0.15%	
MAIN BREAK	1	0	1	0	0.00%	
MAINTENANCE – GENERAL	1	2	1	2	0.15%	
METER NEW / REPLACEMENT	0	0	0	2	0.15%	
METER NOT SHUTTING OFF	2	1	1	0	0.00%	
NO WATER COMPLAINT	0	0	1	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>LYNDHURST</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0.00%</b>	<b>155</b>
CHECK METER READING	1	0	0	0	0.00%	
LEAKING METER	1	0	1	0	0.00%	
LEAKING SERVICE	1	0	0	0	0.00%	
LOW PRESSURE COMPLAINT	0	1	0	0	0.00%	
MAINTENANCE – GENERAL	0	1	0	1	0.65%	
METER NOT SHUTTING OFF	1	0	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>MANDURAMA</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0.00%</b>	<b>134</b>
LEAKING METER	1	0	1	0	0.00%	
LEAKING SERVICE	0	0	0	2	1.49%	
METER NEW / REPLACEMENT	0	0	0	1	0.75%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>MANILDRA</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>6</b>	<b>2.15%</b>	<b>279</b>
CUSTOMER DAMAGED MAIN	0	1	0	0	0.00%	
LEAKING METER	0	3	0	0	0.00%	
LEAKING SERVICE	0	1	0	3	1.08%	
MAIN BREAK	1	0	0	3	1.08%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
<b>MILLTHORPE</b>	<b>1</b>	<b>8</b>	<b>3</b>	<b>2</b>	<b>0.44%</b>	<b>453</b>
LEAKING METER	0	2	1	0	0.00%	
LEAKING SERVICE	0	1	1	0	0.00%	
LOW PRESSURE COMPLAINT	0	1	0	0	0.00%	
MAIN BREAK	0	1	1	0	0.00%	
MAINTENANCE - GENERAL	1	1	0	1	0.22%	
METER NOT SHUTTING OFF	0	1	0	0	0.00%	
METER SPECIAL METER READING	0	0	0	1	0.22%	



PATHCOCK FAILURE	0	1	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
QUANDIALLA	2	0	0	1	2.00%	100
BURST METER	0	0	0	1	1.00%	
CHECK METER READING	1	0	0	0	0.00%	
LEAKING METER	0	0	0	1	1.00%	
LEAKING SERVICE	1	0	0	0	0.00%	
NO WATER COMPLAINT	0	0	0	0	0.00%	
Total Complaints = 0						
<b>TOTAL ACROSS CTW TOWNSHIPS</b>	<b>76</b>	<b>72</b>	<b>60</b>	<b>83</b>	<b>1.40%</b>	<b>5932</b>

Notes:

1. Comparison years use data from the same period ie February 2021 to April 2021.
2. Total Meters is the number of meters where water is connected.
3. CTW complaint rolling value score across 12mths == 6.07%, which is above the 2017/18 NSW State median of 5.0 complaints/1000 connections.
4. CTW Total Service Activities and Requests score == 1.40%, which is below CTW benchmark of 5% across all townships.

*c) Lake Rowlands*

The current level of Lake Rowlands Dam is 97% (10.06.21). The Dam's scour valve is fully open to provide a storage buffer for the current rain and snow conditions.

*d) New Water Services*

Since the previous council meeting, there have been zero (0) 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.

## **BUDGET IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **ATTACHMENTS**

Nil

**19) QUESTIONS ON NOTICE**

(General Manager)

No questions on notice were received.

**ATTACHMENTS**

Nil

20)

**REQUEST FOR COMPENSATION – ACCOUNT 754000008 (CR.EQ.1)**

(General Manager)

**RECOMMENDATION:**

1. That, as this matter deals with an item that is subject to the affairs of a consumer, Council consider this matter 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