



**Central
Tablelands
Water**

Business Paper

**Ordinary Meeting of
Central Tablelands Water**

13 October 2021

Grenfell



Saturday, 9 October 2021

Notice to Members

Your attendance is requested at an Ordinary Meeting of Council to be held at the Weddin Shire Council Chambers, Grenfell on Wednesday, 13 October 2021 at 10.30am.

Agenda

1. Opening Meeting
2. Acknowledgement 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. Matters Arising from Previous Meetings
7. Disclosures of Interests
8. Public Forum
9. Chairperson's Minute
10. Councillor Representation
11. Notices of Motion
12. Reports of Staff
13. Questions on Notice
14. Confidential Matters
15. Late Reports
16. Conclusion of the Meeting

Yours faithfully

G. Rhodes
General Manager

ACKNOWLEDGEMENT 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.

INDEX OF REPORTS
OF THE ORDINARY MEETING OF CENTRAL TABLELANDS WATER
HELD ON WEDNESDAY 13 OCTOBER 2021

12. REPORTS OF STAFF

GENERAL MANAGER REPORTS

12.1	DEFERRAL IN ELECTION OF CHAIRMAN AND DEPUTY CHAIRMAN (GO.CO.2)	3
12.2	MEETING TIMES AND DATES (GO.CO.2)	4
12.3	COVID-19 UPDATE REPORT (WS.SP.4)	5
12.4	DEMAND MANAGEMENT REPORT (WS.AG.1)	7
12.5	DELIVERY PROGRAM PROGRESS REPORT (FM.PL.1)	8
12.6	SUB-REGIONAL TOWN WATER SUPPLY STRATEGY (WS.SP.4)	16
12.7	RENEWABLE ENERGY - PUMPED HYDRO RECOVERABLE GRANTS PROGRAM (CM.ES.3)	18
12.8	COUNCIL RESOLUTIONS UPDATE REPORT (GO.CO.1)	21

FINANCE & CORPORATE SERVICES REPORTS

12.9	UNCOMPLETED WORKS - REVOTES OF EXPENDITURE AT 30TH JUNE 2021 (FM.BA.1)	24
12.10	FINANCIAL MATTERS - INVESTMENT REPORT AS AT 31 JULY 2021 (FM.BA.1)	27
12.11	FINANCIAL MATTERS - INVESTMENT REPORT AS AT 30 SEPTEMBER , 2021 (FM.BA.1)	30
12.12	FINANCIAL MATTERS - LOAN FUNDING UPDATE (GR.LR.3)	33
12.13	FINANCIAL STATEMENT CERTIFICATES 2020/21 (FM.FR.1)	35
12.14	AUDIT RISK AND IMPROVEMENT COMMITTEE (ARIC) MINUTES (CM.AU.1)	40

OPERATIONS & TECHNICAL SERVICES REPORTS

12.15	WATER SECURITY - DROUGHT IMPACT UPDATE (WS.AM.1)	44
12.16	MAINTENANCE OF COUNCIL'S SYSTEMS (WS.MO.4)	45
12.17	PERFORMANCE OF COUNCIL'S SYSTEMS (WS.MO.4)	47
12.18	IMPROVEMENTS OF COUNCIL'S SYSTEMS (WS.MO.4)	58
12.19	PURCHASE OF NEW PLANT (WS.MO.4)	60

13. QUESTIONS ON NOTICE

14. CONFIDENTIAL MATTERS

14.1	LAKE ROWLANDS GRAZING LICENCE AGREEMENT (WS.SP.4)	62
14.2	GENERAL MANAGER'S CONTRACT (WS.SP.4)	62

12. REPORTS OF STAFF

12.1) DEFERRAL IN ELECTION OF CHAIRMAN AND DEPUTY CHAIRMAN (GO.CO.2)

Author: General Manager

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

RECOMMENDATION:

That Council receive the report and note that the terms of Council's chairman and deputy chairman, both elected on 14 October 2020, will become vacant on 4 December 2021.

REPORT

In May 2021, the New South Wales Parliament passed amendments to the *Local Government Act 1993 (NSW)* which effected a change in the term of chairperson of a county council from a 1 year term to a 2 year term aligning with the term of a mayor of a general purpose council.

A technical amendment was also made (LG Act Sec 391 (3)) at this time providing clarity that the office of chairperson becomes vacant on the polling day of the ordinary election of councillors of which the person is a councillor.

In July 2021, the Minister for Local Government by order in the Gazette postponed the local government elections to 4 December 2021.

In accordance with Section 391 (3) of the LG Act, Cr David Somerville's term as chairman, having been elected at Council's ordinary meeting held 14 October 2020, will conclude on 4 December 2021, being the date of the local government elections.

As for the term of the deputy chairman, Cr Kevin Walker was also elected as deputy chairman at the ordinary council meeting held 14 October 2020. In the absence of legislative provision for the term of deputy chairman and there being no end of term date stipulated when Cr Walker was elected, it is recommended that his term as deputy chairman also conclude on 4 December 2021.

An election for chairperson and deputy chairperson is to be held at the first meeting after an ordinary election of members of the county council. The first meeting is currently scheduled for February 2022.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

12.2) MEETING TIMES AND DATES (GO.CO.2)

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

RECOMMENDATION:

That Council hold its planned December ordinary meeting on 17 November 2021 to enable two statutory functions to be performed being:

1. The adoption of the Auditors Reports and auditor presentation to Council in respect of the Annual Financial Statements, and
2. Adoption of the September QBRS and revoting of income and expenditure.

REPORT

With the recent postponement of the NSW local government elections until 4 December 2021, CTW is unable to hold a meeting in December, as constituent council CTW delegates will not be advised until early 2022.

This will necessitate the planned December meeting to be held on 17 November 2021 to permit two statutory functions to be performed being:

1. Adoption of the Auditors Reports and Auditor Presentation to Council in respect of the Financial Statements (historically put to December meeting and due by 5 December 2021), and
2. Adoption of the September QBRS and revoting of income and expenditure (historically put to the December meeting and due by 30 November 2021).

The proposed meeting on 17 November 2021 would be held in Canowindra.

BUDGET IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

ATTACHMENTS

Nil.

12.3) COVID-19 UPDATE REPORT (WS.SP.4)

Author: General Manager
IP&R Link: Strategic Priority 1: Provide a high quality and reliable drinking water supply

RECOMMENDATION:

That Council note the actions taken in response to the COVID-19 pandemic.

REPORT

During the evolving COVID-19 (Coronavirus) pandemic, the health and safety of the staff, councillors, customers and the community, continues to be of paramount importance whilst simultaneously endeavouring to minimise disruption to the organisation.

Continuing to supply quality drinking water

As a local water authority, CTW has planned responsibly to ensure drinking water continues to be supplied safely and reliably to all consumers.

The disinfection processes for drinking water are designed and operated to manage pathogens, such as viruses. Conventional disinfection methods, applied to inactivate the most resistant viruses, will also inactivate the COVID-19 virus. No additional or modified treatment is required beyond the current 'business as usual' treatment.

CTW has implemented COVID Safe plans including QR codes across our operations, to provide CTW with the best opportunity to manage any issues that may arise. As such, the following preventative measures have been implemented with immediate effect:

- Closure of front administration office to the public during the latest snap lockdown period in July to avoid face-to-face customer service interaction. The office reopened on 28 July following the completion of the lockdown period;
- Customers have been requested to pay their water accounts online by Bpay, Post Bill Pay or bank transfer where possible;
- Customers are requested to contact CTW on 02 6391 7200 with any enquiries or water emergencies;
- Indoor staff have been encouraged to work from home where practicable to do so;
- Operational staff are rotating via depots, utilising separate transport, wearing personal protective equipment (gloves, masks), reviewing safe work method statements;
- NSW Health recommendations for preventing COVID-19 transmission which includes social distancing, washing hands, coughing and sneezing into elbows and staying home if unwell;
- Participation in the Central NSWJO COVID-19 Business Action Plan, and
- Utilisation of video conferencing platforms where possible and practical.

Supporting customers and the community

CTW customers and the community continue to be updated via media releases, social media, website, public notices and newsletters regarding the support that is available during these extraordinary times.

As the impacts of COVID-19 continue to hit our economy, CTW has also implemented mechanisms to support small business suppliers with our commitment to pay small businesses within 14 days.

Regular updates will continue to be posted on CTW's Facebook page <https://www.facebook.com/CentralTablelandsWater/> and website www.ctw.nsw.gov.au in response to the changing environment of the COVID-19 pandemic.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.4) 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 – 1.2: Compliance and Regulation – 1.3: Best Practice Asset management – 1.4: Mitigate environmental impacts of service delivery – 1.5: Efficient use of water

RECOMMENDATION:

That Council adopt the draft Drought Management and Demand Management Plans.

REPORT

At the June Council meeting, Council resolved as follows:

“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.*

As the draft Drought Management and Demand Management Plans have been on public display for the required period of 28 days with no submissions received, Council can now proceed to adopt the Plans.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.5) DELIVERY PROGRAM PROGRESS REPORT (FM.PL.1)

Author: General Manager
IP&R Link: Strategic Priority 1: Provide a high quality and reliable drinking water supply – Strategic Priority 2: An efficient, sustainable and customer focused organisation – Strategic Priority 3: Regional leadership and collaboration

RECOMMENDATION:

That Council note the progress of the Delivery Program and scheduled Integrated Planning & Reporting workshops.

REPORT

This report relates to and provides information regarding Council's progress in achieving the strategic outcomes prescribed in Council's Integrated Planning and Reporting (IP&R) Delivery Program. It provides information on the performance of Council's strategic objectives in a streamlined summary aligned directly with Council's Delivery Program.

In accordance with Section 404(5) of the *Local Government Act 1993*, the General Manager must ensure that regular reports are provided to Council as to progress with respect to the achievement of the principal activities detailed in the Delivery Program.

This report has been compiled in consultation with management and staff.

A copy of the Delivery Program Progress Report as at June 2021 is attached for information.

The Office of Local Government (OLG) under OLG Circular 20-15 issued 1 May 2020 provided advice to councils in relation to their Integrated Planning and Reporting (IP&R) requirements until the next local government elections.

This advice included that the existing Delivery Program will apply for a further 12 months, maintaining the key themes and any activities not yet completed. This advice will continue to apply as a result of the latest postponement of local government elections until 4 December 2021.

The IP&R Guidelines for Local Government in NSW stipulate that following an ordinary election of councillors for the constituent councils of a county council, the county council must review and update its IP&R suite of plans before 30 June. In order to meet this deadline, an IP&R staff workshop is scheduled for December 2021 and an IP&R councillor workshop is to be held in February 2022. Both workshops will be facilitated by Karen Legge (Karen Legge Consulting), a leading expert on the IP&R framework of the NSW Local Government Act.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

- 1 Delivery Program Progress Report - June 2021 6 Pages

Delivery Program - Progress Report June 2021

STRATEGY PRIORITY 1 – PROVIDING A HIGH QUALITY AND RELIABLE DRINKING WATER SUPPLY							
DP Ref	Key Result Area	ACTIVITY	Measure	Responsible Officer/s	Ongoing	Completed	Comment
1.1.1	1.1 SERVICE PROVISION THROUGH FIT FOR PURPOSE INFRASTRUCTURE	Deliver capital works program based on asset management data.	Capital works program is delivered	DOTS & AO	✓		The Capital Works program is progressing. All current capital works are within budget.
1.1.2		Develop and deliver maintenance program	Maintenance Program is delivered	DOTS & WNM	✓		CTW develops a maintenance program based on operational needs and asset condition on an annual basis.
1.1.3		Develop and implement a backflow prevention program.	Program is in place	DOTS & WNM	✓		In progress.
1.1.4		Undertake regular water meter replacement program	Program is in place	DOTS & WNM	✓		Meter replacement program when the meter is above 7,500 kL is ongoing.
1.2.1	1.2 COMPLIANCE AND REGULATION	Implement a Water Quality Management Plan.	Water quality guidelines are met or exceeded	DOTS	✓		Drinking Water Management System is reviewed and updated on an annual basis.
1.2.2		Inform and involve our customers and regulators about projects, programs and other activities	Positive involvement and feedback	GM & DOTS	✓		Notification regarding projects and programs are provided via CTW's website, facebook page, public notices in local newspapers, newsletters, householder pamphlets, local radio and television.
1.2.3		Undertake strategic reviews of water treatment facilities.	Reviews completed	DOTS & WQM	✓		CTW has an extensive water monitoring program at Lake Rowlands and WTP's which determine any adjustments to WTP operation. CTW regularly consults with NSW Health and participates in reviews to ensure treatment processes meet Drinking Water Guidelines.
1.2.4		Develop and implement an Integrated Water Cycle Management Plan using established community expectations and asset management information	Plan implemented	DOTS & WQM	✓		IWCM completed in 2014. IWCM to be reviewed and updated every 8 years in accordance with BPM guidelines. The IWCM is to be reviewed and updated during FY21/22. CTW are working in collaboration with Cabonne Council and Orange City Council in the development of a sub-regional town water supply strategy in consultation with DPIE Water. This strategy will also greatly assist in the review and update of CTW's IWCM.
1.2.5		Undertake regular water sampling programs	Program ongoing	DOTS & WQM	✓		Council has an extensive water quality sampling program in place which enables Council to meet regulatory water quality compliance requirements.
1.2.6		Develop and maintain register of legislation and regulation requirements	Register completed	DOTS, WNM & WQM	✓		In progress.

Delivery Program - Progress Report June 2021

STRATEGY PRIORITY 1 – PROVIDING A HIGH QUALITY AND RELIABLE DRINKING WATER SUPPLY							
DP Ref	Key Result Area	ACTIVITY	Measure	Responsible Officer/s	Ongoing	Completed	Comment
1.3.1	1.3 BEST PRACTICE ASSET MANAGEMENT	Assets are managed strategically, using whole of life methodology to improve delivery of services and financial management	TAMP and systems, hierarchy and processes are in place	AO	✓		Revised Asset Management Plan adopted in June 2018.
1.4.1	1.4 MITIGATE ENVIRONMENTAL IMPACT OF SERVICE DELIVERY	Review and implement water demand management plan.	Plan has been implemented	DOTS & AO	✓		Industry water expert engaged to assist CTW to review and update current Demand Management Plan. The draft Demand Management Plan was endorsed by Council at the June 2021 Council meeting to be placed on public display for a period of 28 days. The draft plan will be presented to Council for adoption at the August 2021 Council meeting.
1.4.2		Review and implement drought management plan.	Plan has been implemented	DOTS & AO	✓		Industry water expert engaged to assist CTW to review and update current Drought Management Plan. The draft Drought Management Plan was endorsed by Council at the June 2021 Council meeting to be placed on public display for a period of 28 days. The draft plan will be presented to Council for adoption at the August 2021 Council meeting.
1.4.3		Develop and implement an energy cost reduction strategy.	Program is in place and savings quantified	DOTS, WNM, WQM & AO	✓		Renewable Energy Action Plan developed following an energy audit of CTW's assets. SMT are currently working through the action plan with energy industry experts with a focus on solar and storage assessment, and pumped hydro feasibility.
1.4.4		Renewable energy sources are utilised where viable	Alternative sources are being used	DOTS, WNM, WQM & AO	✓		Solar panels were installed at CTW Administration Office in 2018.
1.4.5		Automate and improve the reliability of processes at, and data available from, water treatment facilities.	Evidence of continuous improvement	DOTS, WNM, WQM & AO	✓		Ongoing consultation with NSW Health and associated industry experts to ensure drinking water guidelines are met or exceeded.
1.5.1	1.5 EFFICIENT WATER USE	Provide customers with information and system to monitor water usage.	Water usage can be monitored	GM	✓		Water saving and monitoring measures are provided via CTW's website, newsletters, television advertising and Smart Water Mark.

Delivery Program - Progress Report June 2021

STRATEGY PRIORITY 2 – AN EFFICIENT, SUSTAINABLE AND CUSTOMER FOCUSED ORGANISATION							
DP Ref	Key Result Area	ACTIVITY	Measure	Responsible Officer/s	Ongoing	Completed	Comment
2.1.1	2.1 CUSTOMER SERVICE	Develop and implement a customer engagement strategy	Strategy has been implemented.	DFCS		✓	A Community Engagement Strategy was adopted by Council in December 2020.
2.1.2		Undertake customer survey	Survey is completed and feedback being used to improve performance	DFCS		✓	Customer satisfaction survey completed by independent research company in March 2019.
2.1.3		Review and action customer survey feedback.	Customers are provided timely services and response.	SMT		✓	SMT have reviewed the results of the survey and developed an action plan to address identified areas for improvement.
2.1.4		Establish service levels and monitor and report on performance.	Service level reviews completed	DOTS & DFCS	✓		In progress.
2.1.5		Public education information about water management and sustainable water practice is developed and published	Information is available	DOTS	✓		Council's membership and involvement with the CWUA includes participation in joint demand management advertising and promotion. This includes the Smart Approved WaterMark membership.
2.1.6	2.1 CUSTOMER SERVICE	Communicate and engage with constituent councils regularly.	Good relationships and communication with other councils.	GM	✓		Constituent councils are regularly invited to attend CTW Strategic and Planning workshops. (e.g. Strategic Futures, DSP, IP&R). Continuous networking with Central NSW Councils during JO meetings. The GM also attends Water County Council GM's meetings on a quarterly basis.
2.1.7		Provide timely advice to developer or customer requests for service connection	Customer service standards are met.	DOTS	✓		Timely responses are provided to developer and customer connection requests.
2.2.1		Develop a long-term financial management plan.	LTFP developed annually.	DFCS	✓		LTFP adopted June 2021
2.2.2		Review schedule of fees and charges as part of the annual operational plan.	Updated annually.	DFCS	✓		2021/22 Fees & Charges adopted June 2021
2.2.3		Work with constituent councils to review and implement an agreed Development Servicing Plan (DSP) which may include a deferred payment scheme	Plan is developed and implemented	SMT		✓	CTW's 2021 Development Servicing Plan was adopted by Council in June 2021.
2.2.4		Generate income through diversification exploring fee for service opportunities within the region	New income is identified	SMT	✓		Ongoing.

Delivery Program - Progress Report June 2021

DP Ref		ACTIVITY	Measure	Responsible Officer/s	Ongoing	Completed	Comment
2.2.5	2.2 FINANCIAL MANAGEMENT	Apply project management methodology and structure to key projects to meet budget and timelines	Projects completed on time and in budget	DOTS & DFCS	✓		Microsoft Project is currently being used to plan, monitor and progress projects. Regular SMT and Managers meetings are held to discuss the progress of current projects (i.e. timelines and budget) and to plan for the delivery of future projects. Project update reports are presented at Council meetings.
2.2.6		Secure grant funding where available to support delivery and development of services and infrastructure	Grant funding applications successful	SMT	✓		CTW continues to apply for grant funding when available. CTW were successful in securing funding to purchase and install 5 water filling stations in Manildra, Eugowra, Canowindra, Grenfell and Quandialla. An additional 2 water filling stations are to be installed in Cudal and Cargo via Cabonne Council and the Federal Governments' Drought Communities Funding Program. NSW government announced \$1m on 29/11/19 for a feasibility study into raising the Lake Rowlands Dam wall. Emergency Drought grant funding was also secured for a new 12ML reservoir at the Carcoar Water Filtration Plant, a new pump station at Woodstock, bore refurbishment investigation, and access to dead water storage works at Lake Rowlands.
2.3.1	2.3 IMPROVING PERFORMANCE AND MANAGING RISK	Monitoring of organisational and operational performance is regular, accessible and understandable	KPI and performance data is monitored and reported	DFCS	✓		Ongoing.
2.3.2		Manage the risk management framework including a risk register	Framework is in place	DOTS & DFCS	✓		Continually monitored and updated. Risk register reported to every ARIC meeting.
2.3.3		Develop and implement a business wide and information technology continuity plan	BCP is in place	SMT		✓	BCP finalised and implemented in May 2021.
2.3.4		Implement internal audit processes for governance and compliance management.	Internal audit committee meets regularly	DFCS	✓		Audit, Risk and Improvement Committee in place and meets 3 times per year. Audit Plan finalised.

Delivery Program - Progress Report June 2021

DP Ref		ACTIVITY	Measure	Responsible Officer/s	Ongoing	Completed	Comment
2.3.5	2.3 IMPROVING PERFORMANCE AND MANAGING RISK	Implement Work Health and Safety Program	Program is in place	SMT	✓		A review of CTW's WHS policies and procedures was undertaken in late 2018 and in 2019. Recommendations from the review have been addressed via an Action Plan for 2018 & 2019.
2.3.6		Complete a strategic futures review of the operating model of CTW to maximise independence and relevance	Review and plan has been completed	SMT		✓	CTW Futures Strategic Workshops were held in September 2018 and May 2021 with constituent councils and DPIE Water executive staff invited to attend and participate. Strategies from the workshop are regularly reviewed at SMT meetings with strategies being progressed. The strategies from the latest workshop will be considered during the development of the IP&R suite of documents due for adoption by 30 June 2022.
2.4.1	2.4 A CAPABLE AND MOTIVATED WORKFORCE	Develop and implement a workforce management strategy and plan including a review of salary and organisation structure	Review has been completed and plan developed	SMT		✓	A salary system and organisation structure review was undertaken during 18/19. The new salary system was implemented from 1 January 2019. Recruitment of positions from identified resource skills gap was undertaken in March/April 2019. Project completed June 2019.
2.4.2		Provide staff with professional development opportunities that meet future needs.	Training needs are identified annually, and a training budget is available	SMT	✓		Training plan and professional development opportunities to be discussed and agreed during staff performance appraisals.
2.4.3		Develop capability and innovate with mobile technologies in the field	Mobile technologies are in use	DOTS	✓		In progress.
2.5.1	2.5 EFFICIENT BUSINESS OPERATIONS	Corporate systems are integrated and efficient	Evidence of continuous improvement	DFCS	✓		In progress. E.g. EFTSure additional security for creditors system.
2.5.2		Continually update and improve the Geographic Information System.	GIS system is current and used	AO	✓		In progress.
2.5.3		Implement a fleet management system.	Review is completed and system in place	DOTS & DFCS	✓		Currently being investigated.
2.5.4		Develop systems and processes to monitor and report on emerging technology and methods related to water cycle management.	New technologies are implemented	DOTS	✓		In progress.

Delivery Program - Progress Report June 2021

STRATEGY PRIORITY 3 – REGIONAL LEADERSHIP AND COLLABORATION							
DP Ref	Key Result Area	ACTIVITY	Measure	Responsible Officer/s	Ongoing	Completed	Comment
3.1.1	3.1 REGIONAL COLLABORATION AND PARTNERSHIPS	Work closely with Central West JO (through Water Alliance) for regional water security and access	Active participant of JO	GM & DOTS	✓		The Chairman and General Manager attend Central NSW JO (CNSWJO) Board Meetings. The GM attends CNSWJO GMAC Meetings. DFCS attends CNSWJO HR Meetings. The GM or DOTS attend CNSWJO WUA Meetings. CTW Staff participate in joint CNSWJO Projects and training when applicable to CTW.
3.1.2		Participate in opportunities for resource, expertise and knowledge sharing with Central West JO.	Opportunities identified and considered	SMT	✓		
3.1.3		Partner with and support constituent councils to attract growth and new business to the region.	Growth in constituent councils is supported	SMT	✓		CTW continues to work with constituent councils to encourage growth in the region.
3.2.1	3.2 INDUSTRY AND REGIONAL LEADER IN THE WATER SECTOR	Explore opportunities to influence water industry policy and direction through participation in industry groups and bodies	Recognised as a sector leader	SMT	✓		CTW continues to have a strong working relationship with DPIE Water and WaterNSW. GM represents CTW on the WaterNSW Lachlan Customer Advisory Group. GM & DOTS regularly attend DPIE Water regulatory framework workshops for the Town Water Risk Reduction Program and the development of the Regional Water Strategies.
3.2.2		Identify value add services to grow the capability of the Council	Role and service provision is expanded	SMT	✓		Ongoing. CTW Strategic Workshops.
3.2.3		Develop a future water strategy	Strategy is developed	SMT	✓		Ongoing. CTW Strategic Workshops held in 2018 and 2021 with constituent council representatives (i.e. mayors, general managers and directors) and DPIE Water executive staff.
3.2.4		Investigate additional raw water sources within the region.	Ongoing investigation	DOTS	✓		Ongoing. CTW Strategic Workshops.
3.2.5		Increase capacity of Lake Rowlands (dependent on grant funding)	Lake Rowlands is enlarged	SMT	✓		CTW continues to advocate for the enlargement of Lake Rowlands. CTW is a key stakeholder in the Lake Rowlands to Carcoar Pipeline Project final business case with WaterNSW. \$1m announced on 29/11/19 by NSW State government to undertake a feasibility study for the augmentation of Lake Rowlands. CTW continues to work in close collaboration with DPIE Water to deliver this vital water security project, as well as investigating the feasibility of pumped hydro renewable energy opportunities.

12.6) SUB-REGIONAL TOWN WATER SUPPLY 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 – 3.1.4: Develop a regional water security strategy.

RECOMMENDATION:

That Council note the report.

REPORT

As reported to Council in June, the strategic water review work completed to date by Cabonne and Central Tablelands Water (CTW) had progressed towards the opportunity of submitting an expression of interest (EOI) to co-design components of a new framework for Integrated Water Cycle Management (IWCN) strategies. This framework was to be developed in partnership with the Department of Planning, Industry and Environment (DPIE) – Water, Town Water Risk Reduction Program (TWRRP) on a sub-regional level with Cabonne Council and Orange City Council (OCC).

However, following a subsequent strategic water review meeting with Cabonne, OCC, Chris Devitt, and executive staff of the Central NSW Joint Organisation (CNSWJO), it was agreed that the CNSWJO would be best placed to pursue an EOI to co-design a regional pilot IWCN. With Cabonne, OCC 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 IWCNs 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. It informs LWUs’ IWCN strategies and regional water strategies on regional town water security considerations.”*

Following a RTWSS workshop with the CTW Board, Council resolved at the June 2021 meeting as follows:

“That Council:

Endorse Central Tablelands Water’s involvement in partnering with Cabonne and Orange 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, and Approve the cost of CTW’s participation at a subsequent meeting of Council.”

As approval from each Council to submit an EOI has been confirmed, the group of Councils have been working in close collaboration with Chris Devitt through the next key steps to deliver the RTWSS. These steps include:

- Development of a formal agreement between the Council participants to agree on the process of delivering the RTWSS.

- Preparation and submission of the EOI application for SSWP to assess eligibility for undertaking the RTWSS.
- Preparation of the consultant brief to undertake the development of the strategy and a RFT process to select the consultant.
- The response to the RFT will then 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.

Further updates regarding the progress of the above steps will be provided to Council accordingly.

BUDGET IMPLICATIONS

Operational Plan 2021/22

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.7) RENEWABLE ENERGY - PUMPED HYDRO RECOVERABLE GRANTS PROGRAM (CM.ES.3)**Author:** General Manager**IP&R Link:** Strategic Priority 1: Provide a high quality and reliable drinking water supply – 1.4: Mitigate environmental impacts of service delivery – 1.5: Efficient use of water – 1.4.3: Develop and implement an energy cost reduction strategy. – Strategic Priority 3: Regional leadership and collaboration – 3.1: Regional collaboration and partnerships – 3.2: Industry and regional leader in the water sector – 3.1.2: Participate in opportunities for resource, expertise and knowledge sharing with Central West JO. – 3.2.5: Expand capacity of Lake Rowlands (dependent on grant funding).

RECOMMENDATION:

That Council:

1. Note the renewable energy pumped hydro report;
2. Endorse and support the Senior Management Team in submitting an application under the NSW Government's Pumped Hydro Recoverable Grants Program for the Lake Rowlands to Coombing Creek Ravine feasibility study option, and
3. Approve funding of up to \$75,000 towards the Lake Rowlands to Coombing Creek Ravine feasibility study option under the Pumped Hydro Recoverable Grants Program.

REPORT

As reported to Council at the June meeting, through the Central NSW Joint Organisation (CNSWJO), work is underway with the Department of Planning, Industry and Environment (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 works 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 (CTW) is currently participating in the following renewable energy projects:

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

On 8 July, the NSW Government announced the launch of the \$50 million Pumped Hydro Recoverable Grants Program, a key action in the State's Electricity Infrastructure Roadmap. The Program will provide recoverable grants to project developers to assist with the cost of early stage, detailed feasibility studies for pumped hydro projects. The program aims to establish a pipeline of up to 3 gigawatts of 'shovel ready' pumped hydro projects that can make competitive bids for long term energy services agreements (LTESAs) for long duration storage under the Electricity Infrastructure Investment Safeguard. Applications closed on 3 September 2021. Full details are available at <https://energy.nsw.gov.au/pumped-hydro-recoverable-grants-program>.

Pumped hydro is recognised as the most established form of long duration storage. However, pumped hydro projects face long lead times with costly development activities taking up to four years to complete, and procurement and construction typically taking another four years.

The program calls for projects with a minimum capacity of 30MW and a minimum of 8 hours of storage (with a preference for >12 hours).

A key feature of the Program is that grants provided will be recovered if projects reach 'Financial Close'.

Under the Program, grant amounts provided will be recovered from applicants if the Pre-investment Activity leads to a successful pumped hydro project that reaches Financial Close, or otherwise upon commencement of construction of the Project.

The Program considers 'Financial Close' to be the date on which:

- All conditions to draw down under all equity and debt financing arrangements required to fund the entire cost of constructing the Project have been satisfied or waived (other than a condition that this agreement has become unconditional); and
- The Recipient has entered into binding arrangements, which have become unconditional, and under which the Recipient is committed to construct (or pay for the construction of) the entirety of Project (for example, by issuing an irrevocable notice to proceed to a contractor under an engineering, procurement and construction contract).

As pumped hydro projects typically take between 3 and 4 years to develop, the funding body expects to fully disburse grant funding by the end of December 2025. Projects are then anticipated to be constructed by 31 December 2029 to support the 2GW target for long duration storage as per the objectives of the Electricity Infrastructure Investment Act 2020.

One of the key objectives of the Program is to de-risk and reduce barriers for private investment given the high costs of development works associated with pumped hydro technology. Applicants are entitled to seek and receive project funding from other Commonwealth or state government support initiatives, such as the Australian Renewable Energy Agency's (ARENA) Advancing Renewables Program (ARP).

Based upon desktop assessments and discussions with energy consultants, Simply Sustainable and Chargeworks, the following option which was presented to Council at a recent workshop is recommended to progress to application for further feasibility:

- Lake Rowlands (upper reservoir) to Coombing Creek Ravine (lower reservoir)

The CNSWJO Board resolved to support the above option at a meeting held on 12 August 2021, and for the CNSWJO to work with CTW, key member Councils and identified stakeholders including WaterNSW and Water Infrastructure NSW on potential co-funding for a grant application.

Lake Rowlands (upper reservoir) to Coombing Creek Ravine (lower reservoir)

- Lake Rowlands – 876m elevation
- Proposed Dam in Coombing Creek Ravine – 771m elevation
- Distance between storages is 6.5km

Initial desktop investigations indicates that the 100m elevation change between the two proposed dams is able to facilitate 30MW of generation power with flow volume of 1GL (8hr duration) and 1.5GL (12hrs) operation.

This pumped hydro feasibility option also aligns with the Lake Rowlands Augmentation project feasibility currently underway with both projects providing significant regional water security and renewable energy benefits.

It is estimated that a feasibility study for the Lake Rowlands to Coombing Creek Ravine pumped hydro option would cost up to \$150,000. Indicative parameters for the Pumped Hydro Recoverable Grants Program state the recipient contribution to be greater or equal to grant funding. As a result, CTW's contribution would be \$75,000 based on the estimated feasibility cost.

As Council's August 2021 meeting was cancelled due to COVID restrictions, and applications for the Pumped Hydro Recoverable Grants Program closed on 3 September 2021, the SMT received endorsement and support from Council at a CTW online workshop held 18 August 2021 to proceed with an application for the Lake Rowlands to Coombing Creek Ravine option.

The SMT were notified by DPIE on 1 October 2021 that the application had been found to be eligible for Program funding and has now progressed to the Merit and Portfolio Assessment stage of the process.

Now that COVID restrictions have been lifted and Council are able to formally meet, ratification of Council's support for this project is now requested.

BUDGET IMPLICATIONS

Operational Plan 2021/22

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.8) COUNCIL RESOLUTIONS UPDATE REPORT (GO.CO.1)

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

RECOMMENDATION:

That Council note the Council Resolutions Update Report to June 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.

As the August Council meeting was cancelled due to COVID restrictions and the *Local Government (General) Regulation 2005* amendment of utilising audio-visual links to conduct meetings not applying to county councils, the Council Resolutions Update Report includes Council Resolutions to June 2021.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

- 1 COUNCIL RESOLUTIONS UPDATE REPORT 2 Pages

COUNCIL RESOLUTIONS UPDATE

Council Resolutions Update – Meeting held 13 October 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"> 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 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. 	13/8/21 – GM sought an update on progress of draft WSA from OCC GM and is awaiting a response.
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.

21/037	16/6/21	Proposed Sub-Regional Water Strategy	GM/DOTS	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the proposed sub-regional water supply strategy report; 2. Endorse Central Tablelands Water's involvement in partnering with Cabonne and Orange 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, and 3. Approve the cost of CTW's participation at a subsequent meeting of Council. 	10/8/21 – CTW, Cabonne and OCC online meeting with Chris Devitt (Devitt Consulting) to review draft RTWSS Consultancy brief.
21/039	16/6/2021	Demand Management Report	GM	<p>That Council 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.</p>	<p>18/6/21 - Draft Drought Management and Demand Management Plans placed on public display.</p> <p>Action complete.</p>
21/041	16/6/2021	Central NSW Joint Organisation (CNSWJO) - Electricity Procurement	GM	<p>That Council:</p> <ol style="list-style-type: none"> 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. 	<p>22/6/21 – CNSWJO Operational Program Manager advised of Council's decision.</p> <p>Action complete.</p>

12.9) **UNCOMPLETED WORKS - REVOTES OF EXPENDITURE AT 30TH JUNE 2021** **(FM.BA.1)**

Author: Director Finance & Corporate Services
IP&R Link: Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.2.2: Complete and report on Quarterly Budget Reviews.

RECOMMENDATION:

That Council revoke the uncompleted works and adjustments be made to the adopted 21/22 Operational Plan.

REPORT

This report is to recommend the revoting of capital works projects and operational expenditure that were not completed during the 2020/21 financial year. These revotes, if adopted by Council will then form part of the 2021/22 Operational Plan and will be incorporated into the September 2021 Quarterly Budget Review Statement.

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

Revotes consist of costs that have already been committed by way of purchase order or contract, together with planned works that have not been completed within the 2020/21 financial year.

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

The recommended revotes are listed in the table below:

Item	Amount \$	Funding Source	Details
Telemetry Upgrades	2,723	Infrastructure Restriction	Unspent Funds from ongoing program.
Carcoar Water Treatment Plant 12ML Reservoir	2,002,969	Grant Funding	Project in progress.
Automatic Filling Stations – Cabonne Council	21,564	Unspent Contribution and Infrastructure Restriction	Project in progress at Cudal and Cargo.
Post Chlorination – Grenfell North	50,000	Infrastructure Restriction	Project to be completed in 21-22
Woodstock Emergency Pump Station	359,657	Grant Funding	Project in progress

Water Testing Facility – Orange to Carcoar Pipeline	39,125	Infrastructure Restriction	Project in progress
Reticulation Mains Renewals	10,564	Infrastructure Restriction	Works in progress
Lake Rowlands Augmentation	66,543	Unspent Grant Funding	Works in progress
Dead Water Storage – Lake Rowlands	189,000	Grant 50% Infrastructure Restriction 50%	Works in progress – Pontoon being designed.
Carcoar Clear Water Tank Roof	10,000	Infrastructure Restriction	Works in progress
Carcoar Water Treatment Plant Sand Filter	112,727	Infrastructure Restriction	Work delayed due to Greater Sydney COVID lockdown.
Blayney Office - Indoor Refurbishments	14,035	Infrastructure Restriction	Works deferred to 21/22
Blayney Office – Outdoor Refurbishments	10,000	Infrastructure Restriction	Works deferred to 21/22
Capital Revotes	2,888,907		
Bore Investigation Works	68,662	Grant 50% and Revenue 50%	Investigation Works are ongoing.
Total Revotes	2,957,569		

All these revotes are fully cash funded from the source detailed above.

It is notable that a large portion of these revoted funds (\$2,362,626) relates to the Cowra to CTW Emergency Projects consisting of the Woodstock Emergency Pump Station and the Carcoar Water Filtration Plant 12 ML Reservoir, which are fully grant funded.

BUDGET IMPLICATIONS

These revotes if approved will be incorporated into the September 2021 Quarterly Budget Review Statement.

The additional capital budget of \$2,888,907 will increase the adopted Capital Budget from \$5,709,706 to \$8,598,613 in 21/22. The operating surplus before capital will reduce by \$34,331 from an estimated surplus of \$93,047 to \$58,716.

POLICY IMPLICATIONS

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

- a. approved the expenditure , and

This is Page No. 25 of the Agenda presented to the Ordinary Meeting of Central Tablelands County Council held at Grenfell on 13 October 2021

- b. voted the money necessary to meet the expenditure

The adoption of the revoted works will allow funding for those works to be included in the 2021/22 Operational Plan.

ATTACHMENTS

Nil.

12.10) FINANCIAL MATTERS - INVESTMENT REPORT AS AT 31 JULY 2021
(FM.BA.1)

Author: Director Finance & Corporate Services
IP&R Link: Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.3: Improving Performance and managing risk – 2.3.1: Organisational performance is measured and reported through KPI's and used for decision making.

RECOMMENDATION:

That the information in relation to Council's Investments at 31 July, 2021 be noted.

REPORT**Cash and Investments**

The investment summary below represents Council's total investments as at 31 July, 2021 in accordance with clause 212 of the Local Government (General) Regulation 2005 and Section 625 of the Local Government Act 1993.

The above 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

INVESTMENT COMMENTARY

The term deposit market continues to be very difficult with interest rates being at historically low levels.

Council has commenced placing funds into the Macquarie Bank Call account at a rate which is similar to term deposit rates being offered for terms of up to 6 months by some institutions. By having overnight access to those funds, this allows Council to operate longer on the yield curve and extract slightly improved returns.

The Reserve Bank has indicated a determination to keep interest rates low until around 2024, so, combined with the current poor economic outlook due to reduced economic activity caused by COVID lockdowns, means that the term deposit market will remain very challenging.

Whilst most commentators believe that a recession is unlikely, continuing lockdowns in many areas of Australia may place more downward pressure upon market interest rates.

BUDGET IMPLICATIONS

Council has set an interest estimate that reflects the current low interest rate environment so the budget should be achieved in 21/22 unless the economic conditions take a sharp downturn.

POLICY IMPLICATIONS

Council's use of the Macquarie Call account will provide flexibility to invest in longer term deposits to potentially increase interest returns, whilst at the same time providing a buffer to cover any unexpected liquidity requirements.

ATTACHMENTS

- 1 Investments and Cash at Bank at 31 July 2021 1 Page

		Credit Rating	Term (Days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits	\$ 6,800,000.00					89.04%
Commonwealth Bank of Australia	600,000	AA-	242	0.41%	17/06/22	7.86%
Unity Bank/Reliance Credit Union	500,000	Unrated	367	0.60%	7/02/22	6.55%
AMP - Curve Securities	500,000	BBB	367	0.75%	28/02/22	6.55%
Unity Bank/Reliance Credit Union	500,000	Unrated	273	0.60%	4/08/21	6.55%
Macquarie Bank - Curve Securities	400,000	A+	273	0.70%	15/10/21	5.24%
ME Bank - Curve Securites	500,000	BBB+	365	0.48%	25/03/22	6.55%
AMP - Curve Securities	500,000	BBB	330	0.75%	3/11/21	6.55%
Bank of QLD - Curve Securities	500,000	BBB+	274	0.35%	29/10/21	6.55%
Macquarie Bank - Curve Securities	600,000	A+	273	0.70%	6/10/21	7.86%
MyState - Curve Securites	500,000	BAA2	368	0.45%	15/03/22	6.55%
ME Bank - Curve Securites	500,000	BBB+	365	0.48%	10/03/22	6.55%
Macquarie Bank - Curve Securities	700,000	A+	Call	0.35%	Call	9.17%
ME Bank - Curve Securities	500,000	BBB+	330	0.41%	5/05/2022	6.55%
At Call Deposits	\$ 836,873.76					10.96%
Commonwealth Bank - General Account	\$ 331,829.01	AA-	At Call	0.00%	N/A	
Commonwealth Bank - BOS Account	\$ 505,017.93	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	\$ 7,636,873.76					100%
Average Rate on Term Deposits						
90 Day BBSW for August 2021	0.0205%					
Average Rate on Term Deposits	0.5408%					
Margin over 90 day BBSW	0.5203%					
Average Term - Short Term Deposits (days)	319					

Long Term Credit Rating	Amount \$	%
AA-	\$ 1,436,846.94	18.81%
BBB	\$ 1,000,000.00	13.09%
A+	\$ 1,700,000.00	22.26%
BBB+	\$ 2,000,000.00	26.20%
BAA2	\$ 500,000.00	6.55%
Unrated	\$ 1,000,026.82	13.09%
Total	\$ 7,636,873.76	100.00%

BANK RECONCILIATION

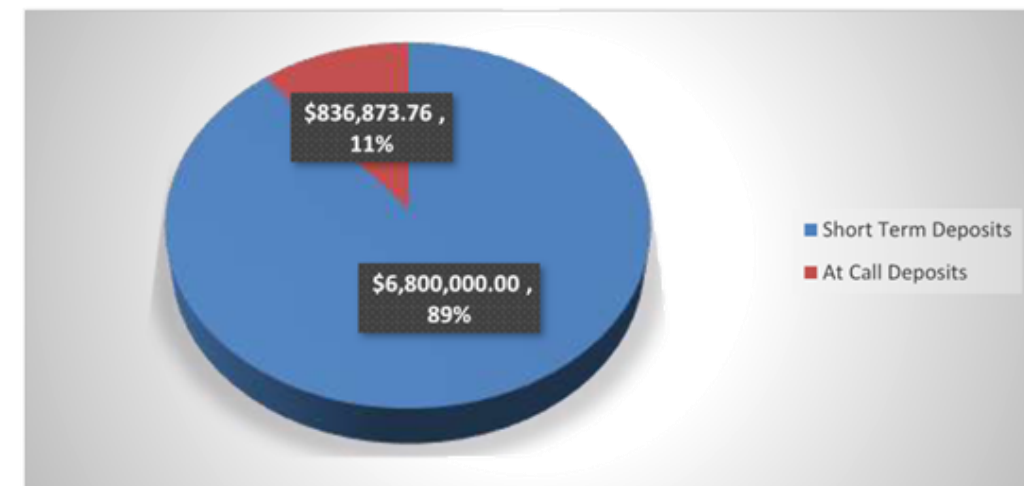
Balance as per Bank Statement	\$	303,484.84
Add: Centrepay split batch B15215	\$	49.34
Add: Bank deposit presented in August 2021	\$	85.00
Add: Payroll accrued back to June 2021	\$	25,934.65
Add: Visa card purchases presented August 21	\$	4,525.18
Less: Unpresented cheque 807	-\$	2,250.00

Balance as per Cash Book	\$	331,829.01
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GENERAL FUND

(a) Cash Book Balance	\$	836,873.76
(b) Bank Balance	\$	836,873.76

Short Term Deposits	\$	6,800,000.00
At Call Deposits	\$	836,873.76



12.11) FINANCIAL MATTERS - INVESTMENT REPORT AS AT 30 SEPTEMBER , 2021
(FM.BA.1)

Author: Director Finance & Corporate Services
IP&R Link: Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.3.1: Organisational performance is measured and reported through KPI's and used for decision making.

RECOMMENDATION:

1. That the information in relation to Council's Investments at 30 September , 2021 be noted

REPORT**Cash and Investments**

The investment summary below represents Council's total investments as at 30 September, 2021 in accordance with clause 212 of the Local Government (General) Regulation 2005 and Section 625 of the Local Government Act 1993.

The above 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

Investment Commentary

The term deposit market remains challenging with interest rates continuing to be at record low levels.

The Reserve Bank of Australia (RBA) have continued to keep the cash rate at an historic low level of 0.10%.

Whilst there have been some concerns that underlying inflation is increasing due to commodity price increases (e.g. coal, oil, natural gas, cereals, livestock), the RBA have indicated that they do not plan to change interest rates until 2024. It is notable, however, that in response to concerns regarding inflationary pressures some central banks have commenced increasing interest rates. The New Zealand, Norway and South Korean central banks have done this which indicates that the period of historic low interest rates in those countries has come to an end.

The Australian economy is expected to grow significantly during the December quarter as the major economies of NSW and Victoria come out of lockdown. Whilst this is expected to increase the demand for funds such is the level of liquidity in the banking system that it is not expected to put significant upward pressure on interest rates in the short term.

BUDGET IMPLICATIONS

It is anticipated that Council will make sufficient investment income to match its 20/21 budget.

POLICY IMPLICATIONS

Subject to liquidity requirements Council will continue to seek terms of around one year. This allows Council to obtain around 4 to 5 basis points (.04% to .05%) better interest return than what could be obtained on 6 to 9 months terms. Council will also take advantage of any special offers from financial institutions that may arise. Given the level of liquidity in the banking system it is very rare that financial institutions need to seek additional funding by offering higher rates.

ATTACHMENTS

- 1 Investments and Cash at Bank at 30-9-2021 1 Page

		Credit Rating	Term (Days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits	\$ 7,800,000.00					96.98%
Commonwealth Bank of Australia	600,000	AA-	242	0.41%	17/06/22	7.46%
Unity Bank/Reliance Credit Union	500,000	Unrated	367	0.60%	7/02/22	6.22%
AMP - Curve Securities	500,000	BBB	367	0.75%	28/02/22	6.22%
Unity Bank/Reliance Credit Union	500,000	Unrated	273	0.60%	4/08/22	6.22%
Macquarie Bank - Curve Securities	400,000	A+	273	0.70%	15/10/21	4.97%
ME Bank - Curve Securites	500,000	BBB+	365	0.48%	25/03/22	6.22%
AMP - Curve Securities	500,000	BBB	330	0.75%	3/11/21	6.22%
Bank of QLD - Curve Securities	500,000	BBB+	274	0.35%	29/10/21	6.22%
Macquarie Bank - Curve Securities	600,000	A+	273	0.70%	6/10/21	7.46%
MyState - Curve Securites	500,000	BAA2	368	0.45%	15/03/22	6.22%
ME Bank - Curve Securites	500,000	BBB+	365	0.48%	10/03/22	6.22%
Macquarie Bank - Curve Securities	700,000	A+	At Call	0.35%	At Call	8.70%
ME Bank - Curve Securities	500,000	BBB+	330	0.41%	5/05/22	6.22%
Commonwealth Bank of Australia	500,000	AA-	365	0.33%	15/09/22	6.22%
AMP - Curve Securities	500,000	BBB	365	0.80%	23/09/22	6.22%
At Call Deposits	\$ 243,153.93					3.02%
Commonwealth Bank - General Account	\$ 138,014.07	AA-	At Call	0.00%	N/A	
Commonwealth Bank - BOS Account	\$ 105,113.04	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	\$ 8,043,153.93					100%
Average Rate on Term Deposits						
90 Day BBSW for September 2021	0.0196%					
Average Rate on Term Deposits	0.5408%					
Margin over 90 day BBSW	0.5212%					
Average Term - Short Term Deposits (days)	326					
Long Term Credit Rating	Amount \$	%				
AA-	\$ 1,343,127.11	16.70%				
BBB	\$ 1,500,000.00	18.65%				
A+	\$ 1,700,000.00	21.14%				
BBB+	\$ 2,000,000.00	24.86%				
BAA2	\$ 500,000.00	6.22%				
Unrated	\$ 1,000,026.82	12.43%				
Total	\$ 8,043,153.93	100.00%				

BANK RECONCILIATION

Balance as per Bank Statement	\$	167,956.46
Add: Receipting 30.09.21 deposited 01.10.21	\$	15,764.22
Add: Visa card purchases presented August 21	\$	3,816.59
Less: Unpresented cheques 808/817 & 819	-\$	49,523.20

Balance as per Cash Book	\$	138,014.07
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GENERAL FUND

(a) Cash Book Balance	\$	243,153.93
(b) Bank Balance	\$	243,153.93

Short Term Deposits	\$	7,800,000.00
At Call Deposits	\$	243,153.93



12.12) FINANCIAL MATTERS - LOAN FUNDING UPDATE (GR.LR.3)

Author: Director Finance & Corporate Services
IP&R Link: – 2.2: Financial management Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.2.1: Develop a long-term financial management plan.

RECOMMENDATION:

That Council note the information regarding loan funding.

REPORT

The purpose of this report is to provide an update of Council's existing and planned loan borrowing commitments.

Council's existing loan was taken out in 2002 to fund the Carcoar Water Filtration Plant and Quandialla Water system. It will be paid out on 31 March 2022. At 30 September 2021, the principal remaining on this loan is \$274,944.

Council's adopted long term financial plan 2021-22 to 2030-31 includes the following loans:

Amount \$	Purpose	Drawdown Date	Term - Years	Interest Rate %	Pay Out Date	Annual Servicing Cost \$
\$6,425,000	Carcoar WFP and Quandialla Water Supply Network	2001/02	20	6.59	31/3/2022	\$435,000 * to pay out date.
\$3,750,000	Lake Rowlands Augmentation	2022/23	20	3.75	2042/43	\$268,194
\$3,750,000	Lake Rowlands Augmentation	2023/24	20	4.00	2043/44	\$274,618
\$4,000,000	Blayney Water Treatment Plant	2024/25	20	4.50	2044/45	\$305,420

\$3,500,000	Trunk Main C Renewal	2029/30	20	5.00	2049/50	\$278,854
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It is important that any proposed loan borrowings are modelled carefully to ensure that Council has sufficient cash flow to finance the debt servicing costs (principal and interest repayments).

It is also important that Council's debt ratios (debt service and debt service cover ratios) indicate that the servicing of any proposed debt is within acceptable levels based upon Council's revenue base and financial risk appetite. The adopted Long Term Financial Plan (base case) 2021/22 to 2030/31, keeps these performance indicators within acceptable levels.

The timing of the loan drawdowns is contingent upon when the construction of the project they are funding actually commences.

BUDGET IMPLICATIONS

As outlined in the 2021/22 – 2030/31 Long Term Financial Plan. Council will become debt free on 31st March, 2022.

POLICY IMPLICATIONS

The use of loan funding is an integral part of the future financing of Council's infrastructure. It will be used in conjunction with cash reserves generated from revenue and grant funds. Future certainty regarding the availability of grant funds for capital works will be a critical component of Council's future strategic plans.

ATTACHMENTS

Nil.

12.13) FINANCIAL STATEMENT CERTIFICATES 2020/21

Author: Director Finance & Corporate Services
IP&R Link: Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.2.2: Complete and report on Quarterly Budget Reviews.

RECOMMENDATION:

1. That Council's Financial Reports be referred to audit in accordance with Section 413(1) of the Local Government Act 1993.
2. That Council notes that the Annual Financial Reports have been compiled in accordance with:
 - a) The Local Government Act 1993 (as amended) and the regulations made thereunder;
 - b) The Australian Accounting Standards and Professional pronouncements; and
 - c) The Local Government Code of Accounting Practice and Financial Reporting.
3. That Council endorses the Annual Financial Reports as fairly presenting the Council's operating result and financial position for the year, and that the Financial Reports accord with Council's accounting and other records.
4. That Council states that it is not aware of any matter that would render this report false and misleading in any way.
5. That Council, in accordance with Section 413 (2) (c) of the Local Government Act 1993 authorises the Chairperson, the Deputy Chairperson, the General Manager and the Responsible Accounting Officer to sign the required Statements relating to the General Purpose Financial Report and the Special Purpose Financial Report.
6. That Council delegates to the General Manager the authority to issue the Financial Statements upon receipt of the Auditor's Reports.
7. That Council endorse the internal restrictions as listed in Note C1-3 of the General Purpose Financial Statements.
8. That Council receive the Audit Reports at the Council Meeting to be held on 17 November 2021.

REPORT

Section 413 (2) (c) of the Local Government Act 1993, requires Council to prepare Financial Reports and to refer those reports for audit within four (4) months after the end of the financial year (s416 (1)).

Council has completed a draft set of financial statements for 2020/21 and a copy will be tabled at the meeting.

These reports have been compiled with the support of Mr John Stuart of John Stuart and Associates who has assisted with the preparation, report formatting and support during the audit process.

A full copy of the draft accounts have been forwarded to members of the Audit Risk and Improvement Committee (ARIC). Feedback from the Committee has been incorporated into the reports.

As the financial statements are only in draft form (unaudited), a full commentary regarding the results will not be presented at this time.

It should be noted, that the draft operating loss before capital is broadly consistent with that presented at the June 2021 meeting of Council when the March Quarterly Budget Review was adopted.

As part of the Financial Reports, Council is required to present a statement on its opinion on the reports. A copy of the form of the Councillors and Management Statements are attached for both the General Purpose Financial Report and the Special Purpose Financial Report.

Council's Responsible Accounting Officer and General Manager are also required to endorse the certificates along with the Council members. Both the General Manager and Responsible Accounting Officer will be signing the certificates at the conclusion of the meeting.

Council is also asked to endorse the listing of internal restrictions shown at Note C1-3. These restrictions have been reconciled after the determination of the cash and investment balances at 30 June, 2021. Council retains an unrestricted cash balance of \$500K to provide working capital for any unplanned operational requirements.

Any transfer from restricted funds requires the endorsement of Council through either the adopted budget, through the quarterly budget review process (QBRs) or a resolution voting the funds.

Once the auditor has completed the audit and has submitted their report, Council must fix a date for a meeting at which the auditor's report will be presented, and give public notice of the date. This date must be at least seven (7) days after the date on which notice is given, but not more than five (5) weeks after the auditor's reports are given to Council.

With the issue of the Auditor Reports expected soon, the date for the conduct of this meeting has been set as Wednesday 17th November, 2021.

The General Manager will also authorise lodgement of the reports with the Office of Local Government upon receipt of the Audit reports.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

- | | | |
|---|-------------------------------------|--------|
| 1 | GPFS Certificate 20-21 | 1 Page |
| 2 | SPFS Certificate 20-21 | 1 Page |
| 3 | Note C1-3 Restrictions at 30-6-2021 | 1 Page |

Central Tablelands Water

General Purpose Financial Statements

for the year ended 30 June 2021

Statement by Councillors and Management

Statement by Councillors and Management made pursuant to Section 413(2)(c) of the *Local Government Act 1993* (NSW)

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 13 October 2021.

Cllr David Somervaille
Chairperson
13 October 2021

Cllr Kevin Walker
Deputy Chairperson
13 October 2021

Gavin Rhodes
General Manager
13 October 2021

Peter McFarlane
Responsible Accounting Officer
13 October 2021

Central Tablelands Water

Special Purpose Financial Statements

for the year ended 30 June 2021

Statement by Councillors and Management

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement '*Application of National Competition Policy to Local Government*',
- the Division of Local Government Guidelines '*Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality*',
- the Local Government *Code of Accounting Practice and Financial Reporting*,
- the NSW Office of Water *Best-Practice Management of Water and Sewerage Guidelines*.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 13 October 2021

Cllr David Somerville
Chairperson
13 October 2021

Cllr Kevin Walker
Deputy Chairperson
13 October 2021

Gavin Rhodes
General Manager
13 October 2021

Peter McFarlane
Responsible Accounting Officer
13 October 2021

C1-3 Restricted cash, cash equivalents and investments

\$ '000	2021 Current	2021 Non-current	2020 Current	2020 Non-current
Total cash, cash equivalents and investments	7,392	–	6,815	–
attributable to:				
External restrictions	75	–	73	–
Internal restrictions	6,817	–	6,243	–
Unrestricted	500	–	499	–
	7,392	–	6,815	–

\$ '000	2021	2020
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Details of restrictions**External restrictions – included in liabilities**

Specific purpose unexpended grants	66	73
Other contributions	9	–
Total external restrictions	75	73

Internal restrictions

Council has internally restricted cash, cash equivalents and investments as follows:

Plant and vehicle replacement	491	357
Infrastructure replacement	5,300	4,922
Employees leave entitlement	478	436
Development reserve	488	488
Consultancy	60	40
Total internal restrictions	6,817	6,243
Total restrictions	6,892	6,316

Internal restrictions over cash, cash equivalents and investments are those assets restricted only by a resolution of the elected Council.

12.14) AUDIT RISK AND IMPROVEMENT COMMITTEE (ARIC) MINUTES (CM.AU.1)

Author: Director Finance & Corporate Services
IP&R Link: Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.3: Improving Performance and managing risk – 2.3.4: Develop a business wide and information technology continuity plan.

RECOMMENDATION:

That Council note the Audit, Risk and Improvement meeting minutes dated 2 June 2021

REPORT

The adopted minutes of the Audit, Risk and Improvement Committee Meeting held on 2nd June, 2021 are attached for Council's information.

There was a subsequent Committee meeting held on 28 August 2021, however, those minutes are yet to be adopted by the Committee.

The main agenda item at the meeting was the receipt of the final report on the Fraud Risk Health Assessment performed by the National Audits Group. Council has developed an action plan to address the recommendations in the Report.

An evaluation of the effectiveness of ARIC in meeting the objectives in its Charter was also presented at the meeting. This was done through a survey of ARIC members and the results indicated that some areas could be improved but the overall performance and working of the Committee was reasonable.

The final committee meeting for this term of Council will be held on the 10 November 2021.

After that meeting an expression of interest for new Committee members will commence as well as a review of the Committee Charter. This will be done based upon the updated guidelines issued by the Office of Local Government. This will be completed jointly with Cabonne and Blayney Council.

BUDGET IMPLICATIONS

Council has an adopted budget in 21/22 for ARIC operations of \$21,500. This will allow for committee meeting operational costs and the undertaking of one internal audit review.

An amount of \$1,250 has been spent in 21/22 leaving an amount of \$20,250 remaining.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

- 1 Minutes of ARIC Meeting 2nd June, 2021 3 Pages

Minutes of the Audit, Risk and Improvement Committee Meeting of Central Tablelands Water held at Cabonne Shire Council on Wednesday, 2 June 2021 commencing at 11:35am.

PRESENT:	Mr Phillip Burgett	(Chairperson – Independent Member – Voting)
	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)

Proceedings in brief: Karen Taylor of the Audit Office of NSW, provided a joint presentation via teleconference to CTW and Cabonne Shire Council from 11:00am to 11:35am on Local Government Financial Audit Outcomes 2019-2020.

1. Welcome

The Chairperson, Phillip Burgett welcomed everyone to the meeting.

2. Declarations of Interest

There were no declarations of interest.

3. Declarations of any unethical behaviour reported to Council

There were no declarations of unethical behaviour reported to Council.

4. Apologies for Non Attendance

An apology was received from Noel Wellham, Director Operations & Technical Services and Leanne Smith from Intentus.

Moved: Donna Rygate Seconded: Cr Somervaille

Resolved: That the apology from Noel Wellham and Leanne Smith be accepted.

5. Confirmation of Minutes of Audit, Risk and Improvement Committee – 10 March 2021

Moved: Cr Somervaille Seconded: Donna Rygate

This is Page No. 1 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 2 June 2021.

Resolved: That the minutes of the meeting of 10 March 2021 be adopted.

6. Major Developments Since the Previous Meeting

Moved: Donna Rygate Seconded: Cr Somervaille

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

7. Financial Statements Update

Moved: Cr Somervaille Seconded: Donna Rygate

Resolved: That the Committee receive and note the Financial Statements 2021 update.

8. Risk Register

Moved: Donna Rygate Seconded: Cr Somervaille

Resolved: That the Committee receive and note the Risk Register as tabled.

9. Business Continuity Plan (BCP) Update

Moved: Cr Somervaille Seconded: Donna Rygate

Resolved: That the Committee receive and note the BCP update

Proceedings in brief: Phil Swaffield of the National Audits Group joined the meeting via teleconference at 12:40pm.

10. Status Report on Prior External Audit & Internal Audit Recommendations & Actions (Fraud Risk Health Assessment)

Moved: Donna Rygate Seconded: Cr Somervaille

Resolved:

- 1) That the Committee receive and note the verbal update provided by Phil Swaffield.
- 2) That the General Manager remind all staff of the processes and obligations to report any unethical behaviour in the workplace.
- 3) That the senior management team provide an update on the action plan at the next meeting.

Proceedings in brief: Phil Swaffield left the meeting at 1:05pm

This is Page No. 2 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 2 June 2021.

11. Managing Records in NSW Government

Moved: Cr Somerville

Seconded: Donna Rygate

Resolved: That the Committee receive and note the information.

12. Results from the ARIC self-assessment questionnaire

Moved: Donna Rygate

Seconded: Cr Somerville

Resolved: That the Committee receive and note the results of ARIC self-assessment questionnaire.

13. Any other business

There was no other business.

14. Next Meeting

The next meeting will be held at Blayney Shire Community Centre on 28 July 2021.

There being no further business, the Chairperson declared the meeting closed at 1:35pm.

This is Page No. 3 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 2 June 2021.

12.15) WATER SECURITY - DROUGHT IMPACT UPDATE (WS.AM.1)**Author:** Director Operations & Technical Services**IP&R Link:** Strategic Priority 1: Provide a high quality and reliable drinking water supply – 1.1.1: Deliver capital works program based on asset management data.

RECOMMENDATION:

That Council note the information in the report

REPORT

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

As at the beginning of August 2021, approximately 25GL of water has spilt over the spillway, whilst in the past two months further rainfalls have increased this total to 51GL spilling of the spillway, equating to 1133% of the current LRD storage capacity. LRD currently sits at 103%.

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 the Stage 3 - Gooloogong to Eugowra pipeline of the Centroc Water Grid Pipeline project. CTW has accepted 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. A draft REF report is expected by the end of October 2021.
3. CTW has sighted the consultants draft final report which includes OEM pricing for Treatment options, covering CTW's Cudal Bore and Blayney Well assets. The final report is due by the end of October 2021.

BUDGET IMPLICATIONS

Operational Plan FY2021/22 \$25.5k.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

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

Author: Director Operations & Technical Services
IP&R Link: Strategic Priority 1: Provide a high quality and reliable drinking water supply – 1.1.2.2: Implement revised maintenance program. – 1.1.4: Maintain cleanliness of Facilities. – 1.1.5: Maintenance and flushing programs in place for reticulation system. – 1.5.5.2: Implement water meter replacement program. – 1.5: Efficient use of water

RECOMMENDATION:

1. That Council note the information in the Report.
2. That Council note the information in the Reservoir Maintenance Report and its resulting budget implications.

REPORT

- a) *Meter Reading*
The initial meter read for the 2021-22 financial year concluded at the end of July in-line with CTW's meter reading schedule. The second meter read for the 2021-22 financial year commenced 5th October in-line with CTW's meter reading schedule.
- b) *Meter Change Program*
There have been thirty two (32) meter changes undertaken in the preceding reporting period (June to August) and a further forty two (42) meter changes have occurred since the previous reporting period (August to October).
- c) *Water Filtration Plants*
Both Blayney (BWTP) and Carcoar (CWTP) 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. CWTP is planned to undergo augmentation of Filter Bed No1 this month, in readiness for the peak summer demand period.
- d) *Pump Stations*
Cleaning of pump stations listed under general maintenance has continued throughout our network over the past six months, with special attention given to the infestation of mice moving through our regional LGA's and the long grass resulting from the warmer temperatures and increased rainfall events.
- e) *Drinking Water Quality*
There have been no reportable incidences of exceeding our Critical Control Points for delivery of drinking water from our Water Treatment Plants.
- f) *Trunk Mains*
Ongoing inspections have been hampered due to wet weather conditions over the previous six months.
- g) *Hydrants*
Ongoing inspections and maintenance requirements have continued on hydrants throughout all towns on the CTW supply network during the previous three months.
- h) *Rural Scheme renewals*
No renewals have been undertaken for this 2021-22 financial year.

- i) *Automated Water Filling Stations (AFS)*
Awaiting OEM to commissioning card reading activities.

RESERVOIR MAINTENANCE REPORT

Central Tablelands Water (CTW) has committed to the repair of Canowindra Town reservoir using previously reported Crystalline Technology procedures.

The starting date for the repair of this reservoir has been hampered by Covid-19 restrictions and poor weather conditions.

The repairs are now expected to be completed by the end of October 2021, to align with our approaching summer demands.



BUDGET IMPLICATIONS

Additional \$65k - 2021/22 Operational Plan.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

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

Author: Director Operations & Technical Services
IP&R Link: Strategic Priority 1: Provide a high quality and reliable drinking water supply – Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.1.4: Establish service levels and monitor and report on performance.

RECOMMENDATION:

That Council note the information.

REPORT**FROM JUNE 2021 COUNCIL MEETING TO AUGUST 2021***a) Main Breaks*

Location		Date	Size / Type	Comment
Blayney	Mount St	11/07/2021	100mm AC	DNR
Canowindra	Traves Ln	02/07/2021	80mm AC	DNR
Canowindra	Quarry Rd	05/07/2021	100mm AC	DNR
Canowindra	Armstrong St	26/07/2021	100mm AC	DNR
Canowindra	Belubula Way	10/08/2021	225mm Steel	Weld
Carcoar	Naylor St	09/08/2021	100mm Gal	DNR
Cargo	Dalton St	20/07/2021	100mm AC	DNR
Mandurama	Loquat St	26/07/2021	100mm AC	R&RP
Millthorpe	Church St	06/07/2021	100mm AC	R&RP
Millthorpe	Pym St	21/07/2021	100mm AC	R&RP
Millthorpe	Pilcher St	22/07/2021	100mm AC	DNR

**Notes**

1. CTW Mains (Trunk & Retic) Break score of 11/573km == 01.92/100km.
Rolling Value across 12mths = 9.42/100km 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	
BLAYNEY	27	17	7	16	1.10%	1454
BURST METER	8	0	0	0	0.00%	
CUSTOMER DAMAGED METER	2	0	0	0	0.00%	
DIRTY WATER COMPLAINT	1	0	0	0	0.00%	
LEAKING METER	2	1	3	4	0.28%	
LEAKING SERVICE	3	7	2	4	0.28%	
LOW PRESSURE COMPLAINT	1	1	0	0	0.00%	
MAIN BREAK	1	3	0	1	0.07%	
MAINTENANCE - GENERAL	2	2	1	2	0.14%	
METER NEW / REPLACEMENT	1	0	1	5	0.34%	
METER NOT SHUTTING OFF	3	1	0	0	0.00%	
NO WATER COMPLAINT	1	1	0	0	0.00%	
PATHCOCK FAILURE	1	0	0	0	0.00%	
QUALITY COMPLAINT	1	1	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
CANOWINDRA	13	12	18	20	1.79%	1117
BURST METER	4	0	1	0	0.00%	
CHECK METER READING	0	0	1	0	0.00%	
LEAKING METER	0	4	5	5	0.45%	
LEAKING SERVICE	5	4	4	1	0.09%	
LOW PRESSURE COMPLAINT	0	0	1	1	0.09%	
MAIN BREAK	1	1	6	4	0.36%	
MAINTENANCE - GENERAL	2	1	0	6	0.54%	
METER NEW / REPLACEMENT	0	0	0	3	0.27%	
METER NOT SHUTTING OFF	1	2	0	0	0.00%	
Total Complaints = 1						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
CARCOAR	2	1	3	3	2.24%	134
LEAKING METER	1	0	2	1	0.75%	

LEAKING SERVICE	0	0	0	1	0.75%	
MAIN BREAK	0	0	1	1	0.75%	
METER NOT SHUTTING OFF	0	1	0	0	0.00%	
NO WATER COMPLAINT	1	0	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
CARGO	2	2	2	5	3.07%	163
LEAKING METER	1	1	1	0	0.00%	
LEAKING SERVICE	0	0	0	1	0.61%	
LOW PRESSURE COMPLAINT	0	1	0	0	0.00%	
MAIN BREAK	0	0	1	1	0.61%	
MAINTENANCE - GENERAL	0	0	0	2	1.23%	
METER NEW / REPLACEMENT	0	0	0	1	0.61%	
NO WATER COMPLAINT	1	0	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
CUDAL	4	2	3	2	0.87%	230
DIRTY WATER COMPLAINT	0	1	0	0	0.00%	
LEAKING METER	1	0	0	1	0.43%	
LEAKING SERVICE	2	0	1	0	0.00%	
MAIN BREAK	1	1	2	0	0.00%	
NO WATER COMPLAINT	0	0	0	1	0.43%	
Total Complaints = 1						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
EUGOWRA	11	1	3	0	0.00%	388
BURST METER	1	0	0	0	0.00%	
LEAKING METER	4	1	1	0	0.00%	
LEAKING SERVICE	1	0	1	0	0.00%	
MAIN BREAK	1	0	1	0	0.00%	
MAINTENANCE – GENERAL	1	0	0	0	0.00%	
METER NOT SHUTTING OFF	1	0	0	0	0.00%	
PATHCOCK FAILURE	1	0	0	0	0.00%	
QUALITY COMPLAINT	1	0	0	0	0.00%	

Total Complaints = 0

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
GRENFELL	5	8	15	19	1.42%	1338
BURST METER	2	0	0	0	0.00%	
CHECK METER READING	0	1	0	0	0.00%	
CUSTOMER DAMAGED SERVICE	0	0	1	0	0.00%	
DIRTY WATER COMPLAINT	0	2	2	0	0.00%	
LEAKING METER	1	4	4	11	0.82%	
LEAKING SERVICE	0	1	3	2	0.15%	
MAIN BREAK	1	0	2	0	0.00%	
MAINTENANCE – GENERAL	0	0	2	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	6	0.45%	
METER NOT SHUTTING OFF	1	0	1	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
LYNDHURST	4	1	0	1	0.65%	155
LEAKING METER	0	1	0	0	0.00%	
LEAKING SERVICE	1	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	1	0.65%	
METER NOT SHUTTING OFF	1	0	0	0	0.00%	
NO WATER COMPLAINT	1	0	0	0	0.00%	
PATHCOCK FAILURE	1	0	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
MANDURAMA	0	0	1	3	2.24%	134
LEAKING SERVICE	0	0	0	1	0.75%	
LOW PRESSURE COMPLAINT	0	0	1	0	0.00%	
MAIN BREAK	0	0	0	1	0.75%	
METER NEW / REPLACEMENT	0	0	0	1	0.75%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS	THIS PERIOD	
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	2018	2019	2020	2021	% of Total meters	Total Meters
MANILDRA	5	0	2	2	0.71%	280
BURST METER	2	0	0	0	0.00%	
CUSTOMER DAMAGED METER	1	0	0	0	0.00%	
DIRTY WATER COMPLAINT	0	0	1	0	0.00%	
LEAKING METER	0	0	0	1	0.36%	
LEAKING SERVICE	1	0	1	0	0.00%	
MAINTENANCE - GENERAL	1	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	1	0.36%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
MILLTHORPE	5	6	6	7	1.55%	453
BURST METER	1	1	0	0	0.00%	
LEAKING METER	2	0	1	1	0.22%	
LEAKING SERVICE	2	2	2	0	0.00%	
MAIN BREAK	0	1	2	3	0.66%	
MAINTENANCE – GENERAL	0	0	1	2	0.44%	
METER NEW / REPLACEMENT	0	0	0	1	0.22%	
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	
QUANDIALLA	0	1	0	0	0.00%	100
LEAKING METER	0	1	0	0	0.00%	
LEAKING SERVICE	0	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	0	0.00%	
Total Complaints = 0						
TOTAL ACROSS CTW TOWNSHIPS	78	51	60	78	1.31%	5946

Notes:

1. Comparison years use data from the same period i.e. June 2021 to August 2021.
2. Total Meters is the number of meters where water is connected.
3. CTW complaint rolling value score across 12mths == 5.55%, which is above the 2017/18 NSW State median of 5.0 complaints/1000 connections.
4. CTW Total Service Activities and Requests score == 1.31%, which is below CTW benchmark of 5% across all townships.

c) *Lake Rowlands*

The level of Lake Rowlands Dam at 10 August 2021 was 103%.

d) *New Water Services*

Since the previous council meeting, there have been fourteen (14) 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.

FROM AUGUST 2021 TO OCTOBER 2021a) *Main Breaks*

Location		Date	Size / Type	Comment
Blayney	Neville Rd – TM X	24/09/2021	300mm AC	R&RP
Canowindra	Wadell St	25/08/2021	100mm uPVC	DNR
Canowindra	Longs Corner Rd	07/09/2021	100mm uPVC	DNR
Carcoar	Naylor St	06/09/2021	100mm Gal	DNR

Notes

1. CTW Mains (Trunk & Retic) Break score of 4/573km == 0.70/100km.
Rolling Value across 12mths = 9.25/100km 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	
BLAYNEY	24	13	17	6	0.41%	1462
BURST METER	2	0	0	0	0.00%	
CHECK METER READING	0	2	1	0	0.00%	
DIRTY WATER COMPLAINT	0	0	2	0	0.00%	
LEAKING METER	11	5	5	2	0.14%	
LEAKING SERVICE	0	0	3	1	0.07%	
LOW PRESSURE COMPLAINT	1	1	0	0	0.00%	
MAIN BREAK	1	2	0	1	0.07%	
MAINTENANCE - GENERAL	1	0	2	0	0.00%	
METER NEW / REPLACEMENT	0	1	4	2	0.14%	
METER NOT SHUTTING OFF	6	2	0	0	0.00%	
PATHCOCK FAILURE	1	0	0	0	0.00%	
QUALITY COMPLAINT	1	0	0	0	0.00%	

Total Complaints = 0

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
CANOWINDRA	21	9	27	15	1.34%	1120
BURST METER	1	1	0	0	0.00%	
CHECK METER READING	1	2	1	0	0.00%	
LEAKING HYDRANT	0	0	1	1	0.09%	
LEAKING METER	10	0	8	5	0.45%	
LEAKING SERVICE	2	1	3	4	0.36%	
LOW PRESSURE COMPLAINT	0	1	0	1	0.09%	
MAIN BREAK	3	1	1	2	0.18%	
MAINTENANCE - GENERAL	1	0	12	0	0.00%	
METER NEW / REPLACEMENT	0	2	0	1	0.09%	
METER NOT SHUTTING OFF	0	0	0	0	0.00%	
NO WATER COMPLAINT	3	1	0	1	0.09%	
PATHCOCK FAILURE	0	0	0	0	0.00%	
RESTORATION WORK	0	0	1	0	0.00%	
Total Complaints = 2						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
CARCOAR	3	1	4	1	0.75%	134
HYDRANT LEAKING	0	0	0	0	0.00%	
LEAKING METER	0	1	0	0	0.00%	
LEAKING SERVICE	3	0	0	0	0.00%	
MAIN BREAK	0	0	2	1	0.75%	
MAINTENANCE - GENERAL	0	0	1	0	0.00%	
METER NOT SHUTTING OFF	0	0	0	0	0.00%	
METER - SPECIAL READING	0	0	1	0	0.00%	
QUALITY COMPLAINT	0	0	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
CARGO	0	0	0	3	1.84%	163
LEAKING SERVICE	0	0	1	1	0.61%	
METER NOT SHUTTING OFF	0	0	0	1	0.61%	
NO WATER COMPLAINT	0	0	0	1	0.61%	

Total Complaints = 1

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
CUDAL	5	2	1	2	0.87%	230
LEAKING METER	4	1	0	1	0.43%	
LEAKING SERVICE	1	0	1	1	0.43%	
METER NEW / REPLACEMENT	0	0	0	0	0.00%	
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	
EUGOWRA	1	2	14	11	2.84%	388
DIRTY WATER COMPLAINT	0	0	1	0	0.00%	
HYDRANT LEAKING	0	0	0	1	0.26%	
LEAKING METER	1	0	3	8	2.06%	
LEAKING SERVICE	0	0	8	1	0.26%	
MAIN BREAK	0	1	1	0	0.00%	
MAINTENANCE – GENERAL	0	0	1	0	0.00%	
METER NOT SHUTTING OFF	0	0	0	1	0.26%	
METER NEW / REPLACEMENT	0	1	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
GRENFELL	10	9	15	16	1.19%	1340
BURST METER	1	0	0	0	0.00%	
CHECK METER READING	1	1	4	4	0.30%	
DIRTY WATER COMPLAINT	0	1	1	0	0.00%	
LEAKING METER	1	1	3	6	0.45%	
LEAKING SERVICE	2	2	2	4	0.30%	
MAIN BREAK	2	0	0	0	0.00%	
MAINTENANCE – GENERAL	0	3	1	0	0.00%	
METER NEW / REPLACEMENT	0	0	1	0	0.00%	
METER NOT SHUTTING OFF	0	1	2	1	0.07%	
NO WATER COMPLAINT	0	0	0	1	0.07%	
PATHCOCK FAILURE	1	0	0	0	0.00%	
QUALITY COMPLAINT	2	0	1	0	0.00%	
Total Complaints = 1						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
LYNDHURST	3	5	1	2	1.29%	155
CHECK METER READING	0	1	0	0	0.00%	
LEAKING METER	1	1	1	1	0.65%	
LEAKING SERVICE	0	1	0	1	0.65%	
MAIN BREAK	0	1	0	0	0.00%	
MAINTENANCE – GENERAL	1	1	0	0	0.00%	
QUALITY COMPLAINT	1	0	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
MANDURAMA	4	4	5	0	0.00%	134
CHECK METER READING	1	1	3	0	0.00%	
HYDRANT LEAKING	1	0	0	0	0.00%	
LEAKING SERVICE	1	0	0	0	0.00%	
MAINTENANCE – GENERAL	1	3	1	0	0.00%	
PRV ISSUE/MAINTENANCE	0	0	1	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
MANILDRA	5	1	1	2	0.71%	280
HYDRANT LEAKING	0	0	1	1	0.36%	
LEAKING METER	1	1	0	0	0.00%	
LEAKING SERVICE	2	0	0	0	0.00%	
MAINTENANCE - GENERAL	1	0	0	0	0.00%	
NO WATER COMPLAINT	1	0	0	1	0.36%	
Total Complaints = 1						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
MILLTHORPE	2	1	16	1	0.22%	457
BURST METER	1	0	0	0	0.00%	
CHECK METER READING	1	1	1	1	0.22%	
DIRTY WATER COMPLAINT	0	0	3	0	0.00%	
HYDRANT LEAKING	0	0	1	0	0.00%	

LEAKING METER	0	0	1	0	0.00%	
LOW PRESSURE COMPLAINT	0	0	1	0	0.00%	
MAIN BREAK	0	0	2	0	0.00%	
MAINTENANCE - GENERAL	0	0	1	0	0.00%	
METER - SPECIAL READING	0	0	1	0	0.00%	
QUALITY COMPLAINT	0	0	4	0	0.00%	
RESTORATION WORK	0	0	1	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2018	2019	2020	2021	% of Total meters	
QUANDIALLA	0	0	0	2	2.00%	100
LEAKING METER	0	0	0	1	1.00%	
LEAKING SERVICE	0	0	0	1	1.00%	
Total Complaints = 0						

TOTAL ACROSS CTW TOWNSHIPS	78	47	101	61	1.02%	5963
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Notes:

1. Comparison years use data from the same period i.e. August 2021 to October 2021
2. Total Meters is the number of meters where water is connected.
3. CTW complaint rolling value score across 12mths == 4.19%, which is below the 2017/18 NSW State median of 5.0 complaints/1000 connections.
4. CTW Total Service Activities and Requests score == 1.02%, which is below CTW benchmark of 5% across all townships.

c) *Lake Rowlands*

The current level of Lake Rowlands Dam is 103% (7.10.21).

d) *New Water Services*

Since August 2021, there have been an additional seventeen (17) 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.

12.18) IMPROVEMENTS OF COUNCIL'S SYSTEMS (WS.MO.4)

Author: Director Operations & Technical Services
IP&R Link: – 1.4: Mitigate environmental impacts of service delivery – 1.4.3:
Develop and implement an energy cost reduction strategy.

RECOMMENDATION:

That Council note the information.

REPORT

CTW is currently trialling multistage pressure pump-sets at both its Cargo and Trajere pump stations.

Presently these sites operate with two individual 5.5kW pumps connected “back to back” in a series configuration to lift water over 100 meters to fill their associated reservoir. As a result of this series configuration, if one of the individual pumps fail, no water would be transferred to the reservoir.

The new 5.5kW multistage pump-set is designed to deliver the same flowrate of water to its associated reservoir using one pump only, therefore upon successful completion of these trials, CTW would be able to remove the two original 5.5kW pumps and install a second 5.5kW multistage pump-set at that pump station.

The overall immediate effect is a culmination of halving the pump station operational costs (i.e. electricity charges), providing true redundancy of having a standby pump available for immediate operation as well as providing CTW with spare pump sets which will support its existing network.

Additional future benefits include the reduced sizing of a solar electricity system that can be installed to enable these pump stations to operate when the sun shines, and the ability to run both pumps in tandem to support future growth within their associated reservoir's reticulation area.

In a similar trial, CTW has replaced one of its two Lake Rowlands pump stations 130kW pump-sets with a smaller 55kW pump-set that will provide ‘business as usual’ (BAU) flowrates to our Blayney Water Treatment Plant required to service the townships of Blayney and Millthorpe.

The immediate effect will be the reduction of the pump station operational costs (i.e. electricity charges), as the 55kW pump impellor has been sized to meet the BAU flowrates at a higher efficiency curve than those of the existing 130kW pump-sets.

Similar to the above Cargo and Trajere pump stations, an additional future benefit includes the reduced sizing of a solar electricity system that can be installed to enable these pump stations to operate when the sun shines and the ability to run both pump-sets in tandem to support future growth within the Blayney Shire reticulation area.



Cargo Pump Station



Lake Rowlands 130kW Pump

BUDGET IMPLICATIONS

Operational Plan 2021/22

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.19) PURCHASE OF NEW PLANT (WS.MO.4)

Author: Director Operations & Technical Services
IP&R Link: – 2.3: Improving Performance and managing risk – 2.3.3: Conduct risk analysis and implement SWMS and risk mitigation actions as needed.

RECOMMENDATION:

That Council endorse the purchase of a specialised track remote controlled steep slope mower to enable mowing of Lake Rowlands Dam earth embankment as well as the steep slope embankment behind the new 12 ML reservoir located at the Carcoar Water Treatment Plant.

REPORT

As part of CTW's dam safety requirements, CTW had engaged a local contractor to safely undertake vegetation control of the steep sloped grassy areas of our Lake Rowlands Dam earth embankment.

The specialised 4-wheel drive remote controlled mower used by the contractor was notably restricted in its performance due to the unevenness of the existing earth embankment.

CTW also recognises the risk of safely maintaining the newly created steep sloped earth embankment behind the 12 ML reservoir that is currently under construction at the Carcoar Water Treatment Plant. The variation in capital costs related to the different hydromulching (grass seeding) processes required to control erosion of the earth embankment is directly attributed to the quality of earth embankment's final finish.

A cost saving of approximately \$50k can be achieved if CTW accept a similar ground finish of the earth embankment to that of the Dam's earth embankment.

CTW has engaged with specialised 'steep slope' mower agents and have arranged for onsite demonstrations of their 'track' models in-lieu of the 4 'wheel' drive models.

It is believed, based upon the earlier contractor costs, that the payback period for this specialised plant would be realised after 2.5 years.

BUDGET IMPLICATIONS

Up to \$85k from the Infrastructure Restriction.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

13. QUESTIONS ON NOTICE

(General Manager)

No questions on notice were received.

ATTACHMENTS

Nil

14. CONFIDENTIAL MATTERS

RECOMMENDATION:

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

14.1) LAKE ROWLANDS GRAZING LICENCE AGREEMENT (GO.CO.1) (WS.SP.4)

This matter is considered to be confidential under Section 10A(2) (a) of the Local Government Act, as it deals with personnel matters concerning particular individuals.

14.2) GENERAL MANAGER'S CONTRACT (GO.CO.1)

This matter is considered to be confidential under Section 10A(2) (a) of the Local Government Act, as it deals with personnel matters concerning particular individuals.