



**Central  
Tablelands  
Water**

**Business Paper**

**Ordinary Meeting of  
Central Tablelands Water**

**26 April 2023**

**Grenfell**



Saturday, 22 April 2023

## 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, 26 April 2023 commencing at 10.30am.

Morning tea will be provided from 10am.

### 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.

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**HELD ON WEDNESDAY 26 APRIL 2023**

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**13. QUESTIONS ON NOTICE**



## 12. REPORTS OF STAFF

### 12.1) LGNSW WATER MANAGEMENT CONFERENCE 2023 (CM.CF.1)

**Author:** General Manager

**IP&R Link:** Strategic Priority 3: Regional leadership and collaboration – 3.2: Regional Leadership in the Water Sector – 3.2.1: Explore opportunities to influence water industry policy and direction through participation in industry groups and bodies. – 3.2.2: Continue to collaborate and build upon the strong relationship with the other water county councils and advocate collectively on water industry issues.

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#### RECOMMENDATION:

That Council:

1. Note the report, and
2. Endorse the actions of the General Manager in registering the Chairperson, Deputy Chairperson, Cr Cook, General Manager and Director Operations & Technical Services during the early bird registration period to attend the 2023 LGNSW Water Management Conference in Parkes, from 26 to 28 June 2023.

#### REPORT

The 2023 LGNSW Water Management Conference will be held in Parkes from Monday 26 June to Wednesday 28 June.

The annual LGNSW Water Management Conference presents a broad range of information from a local government perspective on water management issues associated with water supply and sewerage services provided by water utilities.

LGNSW have recently advised that the theme for this year's conference is working **"Together towards tomorrow"** and will provide panel sessions and presentations on the following topics:

- Addressing the challenges of providing quality water supply to rural and remote communities
- Concurrent conference streams: Infrastructure, Innovation & Technology, and Resilience and recovery from drought, fire and floods
- Managing drinking water during extreme events
- Cybersecurity issues facing local water utilities
- Supporting local councils in preparing for and responding to climate volatility
- DPE Town Water Risk Reduction Program – Phase 2
- Net Zero Councils – Sewerage and Water Treatment Efficiency Toolkit
- Water as an economic driver
- Site visits including Parkes Shire Council's water treatment plant, recycled water treatment plant, and the Akuna Road Wetlands

As pre-sale tickets (early bird registrations) for LGNSW members were available from 15 March, the general manager sought interest from all councillors at this time to attend the conference. The Chairperson, Deputy Chairperson and Cr Cook all expressed interest in attending the conference and were subsequently registered along with the General Manager and Director Operations & Technical Services. Cr Nash will also be attending the conference representing Cabonne Council. By completing the conference registrations early, savings of \$725 were realised.

Therefore, endorsement by Council of the general manager's actions in completing the conference registrations during the early bird period is sought.

Further information regarding the LGNSW Water Management Conference 2023 is available via the following link: <https://lgnsw.org.au/Water Management Conference 2023>.

### **BUDGET IMPLICATIONS**

Operational Plan 22/23

### **POLICY IMPLICATIONS**

Nil

### **ATTACHMENTS**

Nil.

**12.2) CENTRAL NSW JOINT ORGANISATION BOARD MEETING HELD 23 FEBRUARY 2023 (CM.CF.3)****Author:** General Manager**IP&R Link:** Strategic Priority 3: Regional leadership and collaboration**RECOMMENDATION:**

That Council receive and note the Central NSW Joint Organisation Mayoral Report and associated minutes for the meeting held on 23 February 2023.

**REPORT**

A Central NSW Joint Organisation Board meeting was held on 23 February 2023 in Forbes. The Chairman and General Manager represented CTW at the meeting. The Chairman also represented Blayney Shire Council as the alternate representative for the Mayor.

From a regional water security and productive water (including governance) perspective, the CNSWJO Board resolved as follows:

*That the Board note the report on Productive Water and approve that:*

1. *A bid be put up to the newly formed Charles Sturt University Policy Lab to bring together CNSWJO member Council representatives, academics, subject matter specialists and key regional stakeholders to participate in a forum to co-design a Roadmap for the region to progress work on Productive Water; and*
2. *In the interim, the Board continue advocacy in line with the updated Advocacy Plan for Regional Water on:*
  - a. *the finalisation of the Regional Water Strategies and the co-design of the Governance and Implementation Plans for these.*
  - b. *Wyangala Dam wall raising and Belubula Water Security Project inclusive of the recognition of the value of urban water and the opportunities to manage water differently (the 'Dutch Model').*

*That the Board note the CNSWJO Governance Structure Report and*

1. *Nominate Portfolio Mayors to the various portfolios of:*
  - f. *Regional Water Security and Productive Water - Cr David Somervaille, Cr Jason Hamling, Cr Craig Bembrick and Cr Robert Taylor*

The sponsoring general managers for the Regional Water Security and Productive Water portfolio include Gavin Rhodes (CTW), Kent Boyd (Parkes) and Dave Waddell (Orange).

A copy of the Mayoral Report is attached for your information.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

- 1 [!\[\]\(633dd45d48d71eb51a85c6dd83ee51e9\_img.jpg\)](#) CNSWJO Mayoral Board Report 23 February 2023 7 Pages

**Report from the Mayor  
Central NSW Joint Organisation Board meeting  
23 February 2023 in Forbes**

**Recommendations**

That Council note the report from the Mayor on the Central NSW Joint Organisation Board meeting 23 February held online and note the changes to the NSW Charter with the following additions and changes highlighted in yellow;

**3.2 Associate Members**

**The following organisations are Associate Members of the Organisation as at February 2023:**  
**Central Tablelands County Council;**  
**Upper Macquarie County Council; and**  
**Lithgow City Council.**

**4.2 Non-Voting Representatives**

.....

*iv. the Mayor of Lithgow City Council*

*v. the Chair of Upper Macquarie County Council*

*the General Managers of Member Councils [and of Central Tablelands County Council, Upper Macquarie Country Council and Lithgow City Council ...*

**4.7 Chairperson and Deputy Chairperson**

...

**Remuneration for the Chair of the Central NSW Joint Organisation is \$10,000 per annum and will increase in line with CPI and be paid quarterly in advance subsequent to Board meetings.**

Please find the following advice from the Central NSW Joint Organisation Board meeting 23 February held in Forbes.

Board members were welcomed to Forbes by Mayor Phyllis Miller. She expressed her thanks for the friendship and support offered by Mayors in person and their communities during and following the recent severe flood event. The Chair, Cr Kevin Beatty, Mayor of Cabonne followed up with thanks on behalf of himself and his communities during the natural disaster.

Mr Richard Colbran, CEO NSW Rural Doctors' Network and Chair of the Ministers' Health Advisory Committee provided frank and in-depth advice on the current state of play for health services and infrastructure. Of note in his advice was the significant reduction in Visiting Medical Officers providing in-hospital services across regional NSW. He also shocked the Board with advice that metropolitan students doing their blocks of study in regional universities get travel and rental support but students studying in rural and regional centres get no support when going to Sydney to do their metropolitan hospital blocks. How outrageous and unfair! The Board will progress advocacy in this regard immediately and Council will receive support materials including draft media and correspondence. The Board will follow-up with Mr Colbran regarding data and other advocacy support where the region can collaborate.

A presentation was also provided by Mr Sean Haylan, the recently appointed General Manager of Destination Network Central West. Members were given copies of the [Central West NSW Destination Management Plan](#).



#### **Changes to the Central NSW Charter and adoption of the draft Statement of Budget and Revenue**

Any changes to the Charter of the CNSWJO must be provided to members for feedback. In summary, changes to the Charter are inclusion of two new Associate Members, Lithgow City Council and Upper Macquarie County Council and remuneration of the Chair.

At its November meeting the Board resolved to remunerate the Chair at \$10K pa.

Regarding membership, Lithgow City Council and Upper Macquarie County Council are included as Associate Members. Lithgow City Council has applied to the Minister for full membership and the Charter will be amended again once this has been proclaimed.

The following changes to the Charter are as follow where the full draft can be found at <https://www.centraljo.nsw.gov.au/charter-statement-of-strategic-regional-priorities/>

#### **3.2 Associate Members**

*The following organisations are Associate Members of the Organisation as at February 2023:  
Central Tablelands County Council;  
Upper Macquarie County Council; and  
Lithgow City Council.*

#### 4.2 Non-Voting Representatives

.....

*iv. the Mayor of Lithgow City Council  
v. the Chair of Upper Macquarie County Council  
the General Managers of Member Councils [and of Central Tablelands County Council, Upper Macquarie County Council and Lithgow City Council ...*

#### 4.7 Chairperson and Deputy Chairperson

...

*Remuneration for the Chair of the Central NSW Joint Organisation is \$10,000 per annum and will increase in line with CPI and be paid quarterly in advance subsequent to Board meetings.*

### Central NSW Joint Organisation and Regional Development Australia Central West sign MOU

The MoU between RDA Central West and Central NSW JO is only one of its kind in Australia and was reviewed and signed once again at this meeting.

#### Draft Statement of Budget and Revenue

CNSWJO must adopt its Statement of Budget and Revenue at its May meeting and it has been out on the website for feedback. Please review the document in its entirety [here](#).

To remove the need for special meetings, a draft for public feedback was adopted at this Board meeting.



The budget has been developed giving consideration to:

1. The recently adopted Statement of Strategic Regional Priority [SSRP\\_SUMMARY\\_FINAL-2-PAGER\\_FINAL-2.pdf \(nsw.gov.au\)](#) (SSRP)
2. Grants;
3. Councils across the region providing feedback that they are very resource constrained as they manage the poor roads condition and other challenges;
4. Remuneration of the Chair of \$10K;
5. The IPART rate rise of 3.7%;
6. Feedback through the review of the SSRP that the region would like more opportunities for Councils and other key stakeholders to meet, direction set and collaborate; and
7. The addition of Lithgow City Council membership.

The budget calls for an increase of fees of 3.7% in line with the rate cap and servicing the Statement of Strategic Regional Priority is cut to cloth from there. This will deliver a small surplus for the year of \$2072 with carry over unrestricted reserves of \$282,000.

#### **Review of the CNSWJO Advocacy Plans and Governance**

To support advocacy, Joint Organisation Advocacy plans are drafted, Portfolio Mayors and Sponsoring General Managers determined.

The Statement of Strategic Regional Priority adopted in November 2022 identified 7 priorities of which three are new. Advocacy plans for each of these are either well underway or were adopted at the February Board meeting. These plans pull together the key messages for advocacy for the region in the following areas:

- Leveraging the region's successful collaboration
  - Portfolio Mayors:- Cr John Medcalf and Cr Kevin Beatty
  - Sponsoring General Managers:- Greg Tory, Noreen Vu, Brad Byrnes, Craig Butler
- Regional Prosperity through better infrastructure and services
  - Portfolio Mayors:- Cr Bill West
  - Sponsoring General Managers:- Noreen Vu, Steve Loane, Paul Devery, Craig Butler, Mark Dicker
- Advocate for better infrastructure and services in health and ageing
  - Portfolio Mayors:- Cr Phyllis Miller as Chair, Cr John Medcalf, Cr Ken Keith and Cr Maree Statham
  - Sponsoring General Managers:- Gary Wallace, Brad Byrnes and Craig Butler.
- Telecommunications
  - Portfolio Mayors:- Cr John Medcalf as Chair and Cr Phyllis Miller
  - Sponsoring General Managers:- Gary Wallace, Brad Byrnes and Craig Butler.
- Regional Transport and Infrastructure Planning and Prioritisation
  - Portfolio Mayors:- Cr Ken Keith
  - Sponsoring General Managers:- Kent Boyd, Steve Loane, Gary Wallace and Paul Devery.
- Water Security and Productive Water
  - Portfolio Mayors:- Cr David Somervaille, Cr Jason Hamling, Cr Craig Bembrick and Cr Robert Taylor
  - Sponsoring General Managers:- Gavin Rhodes, Kent Boyd and Dave Waddell
- Transition to a sustainable, secure and affordable energy future
  - Portfolio Mayors:- Cr Mark Kellam
  - Sponsoring General Managers:- Dave Waddell, Brad Byrnes, Greg Tory and Paul Devery.



### Transitioning water strategy into Integrated Planning and Reporting (IP&R) project

Council has been provided with advice from the CNSWJO on the Auditor General's Report on what was DPE Water and may recall that the Departmental response to the scathing report was setting up the Town Water Risk Reduction Program. The irony of it not being named the "DPE Water Service Level Improvement Program" or some equivalent was noted by water utilities and to some extent the program was well named as there is not much in it that drives change for the Department – rather, a lot of advice on changing local government.

This change process is captured in the Regulatory and Assurance Framework (the Framework) for local water utilities and came into effect from 1 July 2022.

Included in the Framework are no less than 12 guidance notes for Councils and Counties on how they ought to do strategy for their water utilities.

Where the Framework recognised IP&R, concern has been expressed that there is a significant likelihood of the historic approach adopted by DPE Water will resurface, with its associated problems and challenges, if we do not push to have IP&R recognised.

### Regional Submissions

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

The Board has endorsed submissions for;

1. A joint response to the Environmental Impact Statement for the upgrade to the Great Western Highway between Blackheath to Little Hartley in line with current policy; and
2. The support of the Institute of Public Works Engineering Australasia submission to the Australian Energy Market Commission on Minor Energy Flow Metering.

### Value to members

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

| VALUE FOR MEMBERS                | FY<br>2019/2020 | FY<br>2020/2021 | FY<br>2021/2022 | FY<br>2022/2023 |
|----------------------------------|-----------------|-----------------|-----------------|-----------------|
| SUBMISSIONS                      | 20              | 23              | 16              | 8               |
| PLANS, STRATEGIES AND COLLATERAL | 26              | 12              | 3               | 8               |
| GRANTS SEEKING                   | 3               | 3               | 1               | \$560k          |
| GRANT FUNDING<br>RECEIVED        | \$430k          | \$713k          | \$1.14m         | \$2.45m         |
| COMPLIANCE                       | 13              | 9               | 11              | 13              |
| DATA                             | 6               | 3               | 1               | 14              |
| COST SAVINGS                     | \$1.92m         | \$2.22m         | \$2.18m         | \$496k          |
| REPRESENTATION AND               | 147             | 159             | 210             | 68              |

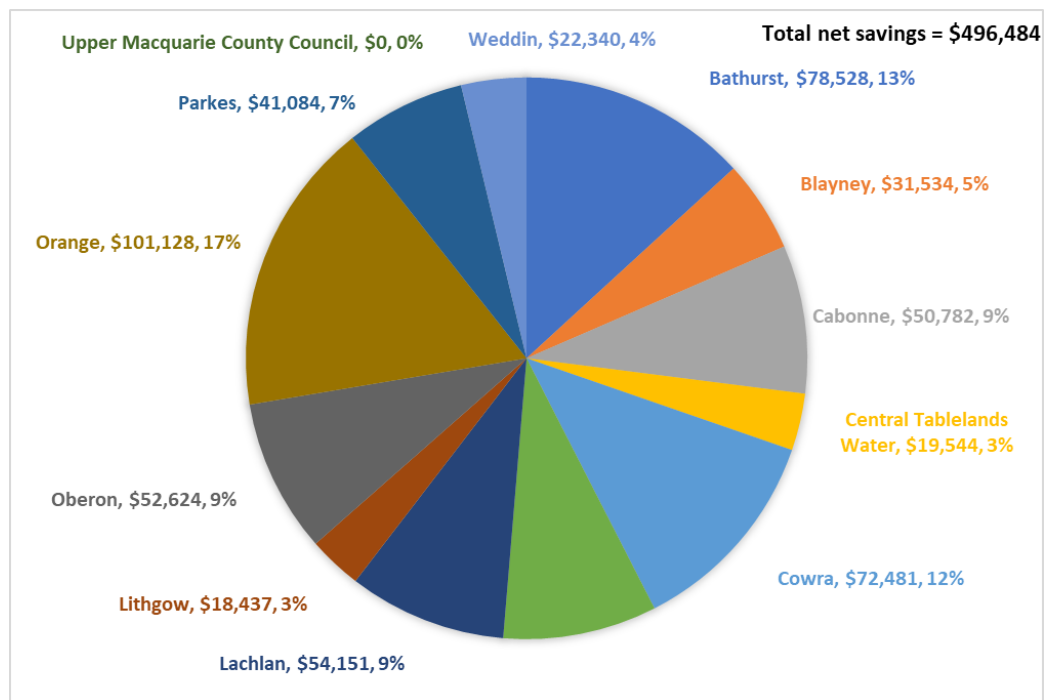
| OPPORTUNITIES COUNCILS HAVE BEEN AFFORDED |        |        |        |     |
|---|--------|--------|--------|-----|
| MEDIA INCLUDING SOCIAL MEDIA              | 13     | 18     | 25     | 15  |
| PR VALUE OF TOURISM                       | \$1.5m | \$2.4m | \$1.9m | tbc |
| MEDIA PR VALUE                            | 35     | 102    | 101    | 37  |

### Savings

The following chart shows the savings achieved by member Councils through aggregated procurement. The chart reflects savings in the 22/23 financial year to date.

Savings net off costs of CNSWJO staff.

Regarding the cost savings methodology, it was developed in the Best Practice in Aggregated Procurement Program and is substantially more conservative than the methodologies of other aggregators.



Please contact Ms Jennifer Bennett, Executive Officer, 0428690935, with any queries regarding this advice

**Minutes of the CNSWJO Board Meeting 23 February 2023 held in Forbes**

**In Attendance\***

|                         |                           |                         |                       |
|-------------------------|---------------------------|-------------------------|-----------------------|
| <b>Cr D Somervaille</b> | Blayney Shire Council     | <b>Cr J Medcalf OAM</b> | Lachlan Shire Council |
| <b>Cr K Beatty</b>      | Cabonne Council           | <b>Cr M Kellam</b>      | Oberon Council        |
| <b>Cr B West</b>        | Cowra Shire Council       | <b>Cr K Keith OAM</b>   | Parkes Shire Council  |
| <b>Cr P Miller OAM</b>  | Forbes Shire Council      | <b>Cr C Bembrick</b>    | Weddin Shire Council  |
| Mr D Sherley            | Bathurst Regional Council | Mr A McKibbin           | UMCC                  |
| Mr M Dicker             | Blayney Shire Council     | Cr M Statham            | Lithgow City Council  |
| Mr B Byrnes             | Cabonne Council           | Mr C Butler             | Lithgow City Council  |
| Mr P Devery             | Cowra Shire Council       | Ms T Robinson           | RDACW                 |
| Mr S Loane OAM          | Forbes Shire Council      | Ms J Bennett            | CNSWJO                |
| Mr G Tory               | Lachlan Shire Council     | Ms M Macpherson         | CNSWJO                |
| Mr G Wallace            | Oberon Council            | Ms A Thomas             | CNSWJO                |
| Mr D Waddell            | Orange City Council       | Ms K Barker             | CNSWJO                |
| Ms N Vu                 | Weddin Shire Council      | Ms J Webber             | CNSWJO                |
| Mr G Rhodes             | CTW                       | Ms V Page               | CNSWJO                |
| Cr C Roylance           | Forbes Shire Council      |                         |                       |

\*Voting members in bold

Meeting opened at 10.07am by Chair Cr Kevin Beatty

**1. Acknowledgement of Country**

"I acknowledge the traditional owners of the land on which we meet today, the Wiradjuri people, and pay my respects to their elders past, present and emerging."

**2. Welcome**

Welcome to Forbes by Cr P Miller

The Chair welcomed Lithgow representatives to the meeting

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

Cr Ferguson, Cr J Hamling, Mr K Boyd, Cr R Fagan, Mr W Sunderland, Cr R Taylor, Mr T Johnston and Ms O West

|  |                               |
|--|-------------------------------|
| <b>Resolved</b>  | <b>Cr P Miller/Cr K Keith</b> |
| That the apologies for the Central NSW Joint Organisation Board meeting 23 February 2023 listed above be accepted. |                               |

**4. Conflicts of Interest -**

|                 |                                 |
|-----------------|---------------------------------|
| <b>Resolved</b> | <b>Cr M Kellam/Cr J Medcalf</b> |
| Nil declared    |                                 |

**5. Speakers**

Mr Richard Colbran, CEO NSW Rural Doctors' Network and Chair of the Ministers' Health Advisory Committee

**Actions**

- a. Follow up will be undertaken by the Executive Officer regarding advocacy and data
- b. Focus of immediate advocacy around the disparity of support for rural first year medical student blocks in Sydney

Kate Barker and Jenny Webber arrived at 10.15am

Richard Colbran left at 11.00am

**6. Minutes**

**Confirmation of the Minutes of the CNSWJO Board Meeting 24 November 2022 held online**

|  |                               |
|--|-------------------------------|
| <b>Resolved</b>  | <b>Cr K Keith/Cr M Kellam</b> |
| That the Central NSW Joint Organisation Board confirm the Minutes of the CNSWJO Board Meeting 24 November 2022 held online |                               |

**7. Business Arising from the Minutes – Matters in Progress**

|  |                                  |
|--|----------------------------------|
| <b>Resolved</b>  | <b>Cr P Miller/Cr C Bembrick</b> |
| That the Central NSW Joint Organisation Board note the Matters in Progress, making deletions as suggested. |                                  |

**8. Reports on Statement of Regional Strategic Priority**

**Priority One: Inter-Council Co-operation**

**a. Compliance Report**

|  |                                 |
|--|---------------------------------|
| <b>Resolved</b>                            | <b>Cr M Kellam/Cr J Medcalf</b> |
| That the Board note the Compliance Report. |                                 |

**b. Budget considerations 2023/2024 and revision of the CNSWJO Charter**

|   |                                |
|---|--------------------------------|
| <b>Resolved</b>   | <b>Cr M Kellam/Cr P Miller</b> |
| That the Board:   |                                |
| 1. Adopt the draft Statement of Budget and Revenue and place it on exhibition for 30 days;  |                                |
| 2. Note that the budget for the next financial year includes a fee rise of 3.7% and a small profit for the year of \$2,072;                     |                                |
| 3. Adopt the revised CNSWJO Charter with the following changes highlighted in yellow for member feedback:                                       |                                |
| 3.2 Associate Members   |                                |
| <i>The following organisations are Associate Members of the Organisation as at February 2023:</i>   |                                |
| <i>Central Tablelands County Council;</i>   |                                |
| <i>Upper Macquarie County Council; and</i>  |                                |
| <i>Lithgow City Council.</i>  |                                |
| ....  |                                |
| 4.2 Non-Voting Representatives  |                                |
| ....  |                                |
| iv. the Mayor of Lithgow City Council   |                                |
| v. the Chair of Upper Macquarie County Council  |                                |
| the General Managers of Member Councils [and of Central Tablelands County Council, Upper Macquarie Country Council and Lithgow City Council ... |                                |

4.7 Chairperson and Deputy Chairperson

...

*Remuneration for the Chair of the Central NSW Joint Organisation is \$10,000 per annum and will increase in line with CPI and be paid quarterly in advance subsequent to Board meetings.*

4. Provide advice in the Mayoral Board report regarding the Statement of Budget and Revenue and Draft Charter seeking feedback; and
5. Pursue funding for:
  - a. Reducing emissions from Council waste facilities and
  - b. Transitioning water utility strategy into Integrated Planning and reporting

**c. The CNSWJO Governance Structure Report**

| Resolved   | Cr P Miller/Cr J Medcalf |
|--|--------------------------|
| That the Board note the CNSWJO Governance Structure Report and   |                          |
| <ol style="list-style-type: none"> <li>1. Nominate Portfolio Mayors to the various portfolios of:                             <ol style="list-style-type: none"> <li>a. Leveraging our successful collaboration - Cr Kevin Beatty as Chair and Cr John Medcalf</li> <li>b. Regional Prosperity through better infrastructure and services - Cr Bill West</li> <li>c. Advocate for better infrastructure and services in health and ageing - Cr Phyllis Miller as Chair, Cr John Medcalf, Cr Ken Keith and Cr Maree Statham</li> <li>d. Telecommunications - Cr John Medcalf as Chair and Cr Phyllis Miller</li> <li>e. Regional Transport Planning and Infrastructure Prioritisation - Cr Ken Keith</li> <li>f. Regional Water Security and Productive Water - Cr David Somerville, Cr Jason Hamling, Cr Craig Bembrick and Cr Robert Taylor</li> <li>g. Transition to a sustainable, secure and affordable energy future -Cr Mark Kellam</li> </ol> </li> <li>2. Form a subcommittee to meet monthly to progress advocacy strategy; and</li> <li>3. Provide a report to next meeting on Board meeting frequency.</li> </ol> |                          |

**d. SSRP Evaluation**

| Resolved  | Cr B West/Cr C Bembrick |
|---|-------------------------|
| That the Board note the Evaluation Report for the Statement of Strategic Regional Priority (SSRP) found the process and outputs compliant, good value for money and well received. Where possible in future iterations;   |                         |
| <ol style="list-style-type: none"> <li>1. The strategy itself should be developed in-house;</li> <li>2. A subcommittee of Mayors similar to that used for this iteration should provide oversight of the process;</li> <li>3. Any expenditure on consultants should be for “new eyes” on the region for a background document to inform strategy like the <a href="https://www.centraljo.nsw.gov.au/content/uploads/CNSWJO-Enviromental-Scan.pdf">https://www.centraljo.nsw.gov.au/content/uploads/CNSWJO-Enviromental-Scan.pdf</a> of strategic and plans at the regional, state, national and international levels that are relevant to this region;</li> <li>4. Give greater thought to engagement with State agencies; and</li> <li>5. The highest priority for any funding for renewal of strategy is for a conference for new Councillors.</li> </ol> |                         |

**e. Regional Procurement and Contracts**

| Resolved   | Cr P Miller/Cr B West |
|--|-----------------------|
| That the Board notes the report on the Regional Procurement and Contract Management Report and approves;                         |                       |
| <ol style="list-style-type: none"> <li>1. The approval of a 12-month extension the regional traffic control contract;</li> </ol> |                       |

2. The approval of a 12-month extension of the Supply of bitumen emulsion regional contract;
3. The approval of an Asset Management Audit RFQ process inclusive of a 5% contract management fee; and
4. Approve a regional process for a Modern Slavery Risk Assessment of suppliers for regional councils, provided more than 5 councils express interest in participating.

**Priority two: Regional Prosperity through better infrastructure and services**

**f. Advocacy Plan for Regional Prosperity through better Infrastructure and Services Report**

|  |                                  |
|--|----------------------------------|
| <b>Resolved</b>  | <b>Cr M Kellam/Cr C Bembrick</b> |
| That the Board adopt the Advocacy Plan for Regional Prosperity through better Infrastructure and Services, and review content regarding housing giving consideration to opportunities with the Federal Government. |                                  |

**g. Skills Shortages Report**

|  |                                 |
|--|---------------------------------|
| <b>Resolved</b>  | <b>Cr J Medcalf/Cr M Kellam</b> |
| That the Board note Skills Shortages report and  |                                 |
| <ol style="list-style-type: none"> <li>1. Give consideration to progressing a relationship with another council;</li> <li>2. Note the draft key messages of the advocacy plan and delegate the finalisation of the plan to the Portfolio Mayor and Sponsoring General Managers; and</li> <li>3. Include in Advocacy the capacity to Councils to pay given rate pegging.</li> </ol> |                                 |

**Priority three: Advocate for better infrastructure and services in health and ageing**

**h. Health Advocacy**

|  |                                |
|--|--------------------------------|
| <b>Resolved</b>  | <b>Cr P Miller/ Cr K Keith</b> |
| That the Board notes the report on the Health Advocacy and   |                                |
| <ol style="list-style-type: none"> <li>1. Adopt the key messages on health and ageing;</li> <li>2. Note the balance of the advocacy advice will be provided to the next Board meeting;</li> <li>3. Seek to have the Health and Social Profiles developed by the Western Area Local Health District's Health Intelligence Unit updated;</li> <li>4. Seek feedback from Mr Richard Colbran on advocacy.</li> </ol> |                                |

**Priority five: Transport and Infrastructure**

**i. Transport Advocacy**

|  |                               |
|--|-------------------------------|
| <b>Resolved</b>  | <b>C K Keith/Cr J Medcalf</b> |
| That the Board notes the report on the Transport Advocacy and adopts the Transport and Infrastructure Advocacy Plan. |                               |

**Priority six: Regional Water Security and Productive Water**

**j. Regional Water Report**

|  |                                |
|--|--------------------------------|
| <b>Resolved</b>  | <b>Cr B West/Cr C Bembrick</b> |
| That the Board note the Regional Water Security report and adopt the updated Advocacy Plan for Regional Water. |                                |

**k. Transitioning Local Water Utility Strategic Planning into the IP & R Framework**

|   |                              |
|---|------------------------------|
| <b>Resolved</b>   | <b>Cr P Miller/Cr B West</b> |
| That the Board note the report on transitioning what was Integrated Water Cycle Management Planning for Local Water Utilities into the Integrated Planning and Reporting Framework report and |                              |
| 1. Approve the Terms of Reference and Project Scope;  |                              |
| 2. Note that the Subcommittee of General Managers is Mr B Byrnes, Mr K Boyd, Mr G Rhodes and Mr G Tory; and   |                              |
| 3. Note that the region is seeking funding to progress this project while expending \$25K of the Office of Local Government Capacity Building Funds to commence work.                         |                              |

**l. Regional Water Security and Productive Water**

|   |                               |
|---|-------------------------------|
| <b>Resolved</b>   | <b>Cr B West/Cr J Medcalf</b> |
| That the Board note the report on Productive Water and approve that:  |                               |
| 1. A bid be put up to the newly formed Charles Sturt University Policy Lab to bring together CNSWJO member Council representatives, academics, subject matter specialists and key regional stakeholders to participate in a forum to co-design a Roadmap for the region to progress work on Productive Water; and |                               |
| 2. In the interim, the Board continue advocacy in line with the updated Advocacy Plan for Regional Water on:  |                               |
| a. the finalisation of the Regional Water Strategies and the co-design of the Governance and Implementation Plans for these.  |                               |
| b. Wyangala Dam wall raising and Belubula Water Security Project inclusive of the recognition of the value of urban water and the opportunities to manage water differently (the 'Dutch Model').  |                               |

**Priority seven: Transition to a sustainable, secure, and affordable energy future**

**m. Energy Report**

|   |                                   |
|---|-----------------------------------|
| <b>Resolved</b>   | <b>Cr C Bembrick/Cr J Medcalf</b> |
| That the Board note the Energy Report and note there are no changes to the previously adopted Energy Advocacy Plan. |                                   |

**n. Update from Essential Energy in Relation to Matters Raised by Members Report**

|  |                              |
|--|------------------------------|
| <b>Resolved</b>  | <b>Cr B West/Cr M Kellam</b> |
| That the Board note the Update from Essential Energy in Relation to Matters Raised by Members Report and continue to direct matters as they arise through Essential Energy's Head of Strategic Council Partnerships. |                              |

**9. Quarterly review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022 -2025**

|   |                                 |
|---|---------------------------------|
| <b>Resolved</b>   | <b>Cr P Miller/Cr J Medcalf</b> |
| That the CNSWJO note the Quarterly review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022 -2025 and              |                                 |
| 1. Sign the MoU with Regional Development Australia Central West;   |                                 |
| 2. Seek a variation for the OLG Capacity Building Funds of:   |                                 |
| a. \$25,000 for the Water Training funding to be transferred to capacity building in water strategy aligned with Integrated Planning and Reporting; and |                                 |

- |  |
|--|
| <ul style="list-style-type: none"> <li>b. \$23,132.86 remaining from the energy capacity building monies to augment the Regional NSW Business Case funding for the Nexus Between Net Zero and Energy Security;</li> <li>3. Note that CNSWJO is seeking to have an event sponsored by the Regional Australia Institute to build better alignment with the Regionalisation Ambition 2032- Rebalance the Nation;</li> <li>4. Continue membership of the Regional Australia Institute of \$5K pa;</li> <li>5. Develop a response to the Environmental Impact Statement for the upgrade to the Great Western Highway between Blackheath to Little Hartley in line with current policy; and</li> <li>6. Endorse the support of the Institute of Public Works Engineering Australasia submission to the Australian Energy Market Commission on Minor Energy Flow Metering.</li> </ul> |
|--|

**The Board resolved to move Confidential Reports Items 10b and 10c into General Business given recent announcements by the State government.**

|  |                                |
|--|--------------------------------|
| <b>Resolved</b>  | <b>Cr B West/ Cr J Medcalf</b> |
| The Board resolved to move Confidential Reports Items 10b and 10c into General Business. |                                |

**10b. Procurement Report - Disaster Risk Reduction Fund Program**

|  |                              |
|--|------------------------------|
| <b>Resolved</b>  | <b>Cr M Kellam/Cr B West</b> |
| <p>That the Board note the Procurement Report - Disaster Risk Reduction Fund Program, and</p> <ul style="list-style-type: none"> <li>1. Approve CNSWJO to conduct an RFT process if required on behalf of participating JOs for a Local and Regional Needs Analysis; and</li> <li>2. Approve CNSWJO to conduct the following RFQ procurement processes, if required, on behalf of participating JOs, noting that acceptance will be via the Chair and Sponsoring General Managers as per the CNSWJO Procurement Policy: <ul style="list-style-type: none"> <li>a. Community Workshops &amp; Training;</li> <li>b. Transport Vulnerability/Freight Routes;</li> <li>c. Disaster Risk Reduction/Integrated Planning and Reporting Integration; and</li> </ul> </li> <li>3. Simtables or equivalent.</li> </ul> |                              |

12.00pm Mr Dave Waddell and Mark Hodges left the meeting

12.02pm The Chairs suspended the meeting to hear from the General Manager of Destination Central West, Mr Sean Haylan.

The Chair reopened the meeting at 12:30.

**10c. Disaster Risk Reduction Fund (DRRF) Program report**

|  |                               |
|--|-------------------------------|
| <b>Resolved</b>  | <b>Cr J Medcalf/Cr B West</b> |
| <p>That the Board note the Disaster Risk Reduction Fund (DRRF) Program report and</p> <ul style="list-style-type: none"> <li>1. Note the funding received from the NSW Reconstruction Authority of \$647,989;</li> <li>2. Note the engagement of Ms Jenny Webber as the DRRF Program Manager;</li> <li>3. Endorse the draft DRRF Implementation Plan;</li> <li>4. Endorse the draft DRRF Risk Management Plan; and</li> <li>5. Endorse the draft Terms of Reference for the CNSWJO DRRF Project Steering Committee.</li> </ul> |                               |

**Closure of the meeting to the public**

|   |                                |
|---|--------------------------------|
| <b>Resolved</b>                         | <b>Cr B West/ Cr J Medcalf</b> |
| The Board resolved to move into closed. |                                |



**11. Confidential Reports****Financial Report**

|   |                               |
|---|-------------------------------|
| <b>Resolved</b>                           | <b>Cr J Medcalf/Cr B West</b> |
| That the Board note the Financial Report. |                               |

**Reopening the meeting**

|   |                                |
|---|--------------------------------|
| <b>Resolved</b>   | <b>Cr B West/ Cr J Medcalf</b> |
| The Board resolved to reopen the meeting to the public. |                                |

**12. Late reports – Nil****13. Speakers to the next meeting.****14. Next meetings:****GMAC: 27 April - Cowra****Board: 24/25 May – Canberra (TBC Federal Parliament)****Meeting closed 12.36pm****Page 7 is the last page of the Central NSW Joint Organisation meeting 23 February 2023 at Forbes**

**12.3) HENRY LAWSON FESTIVAL GRENFELL (CR.SD.1)****Author:** General Manager**IP&R Link:** Strategic Priority 3: Regional leadership and collaboration**RECOMMENDATION:**

That Council contribute \$250.00 towards the 2023 Henry Lawson Festival at Grenfell.

**REPORT**

Central Tablelands Water has received a sponsorship invitation for the 2023 Henry Lawson Festival at Grenfell.

The Henry Lawson Festival is a major event for the town of Grenfell. The Festival is held on an annual basis over the Long Weekend in June. The Festival has been running over a period of 66 years and is seen as one of the oldest rural festivals still operating in NSW.

Council in the past has contributed \$250 towards the Henry Lawson Festival.

As this unique rural festival helps strengthen the Weddin Shire economy and like many rural events contributes to regional tourism, the general manager is recommending that Council continue to support this community event by once again contributing \$250.

A copy of the sponsorship request is provided as an attachment to this report.

**BUDGET IMPLICATIONS**

Operational Plan 2022/23.

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

1 [!\[\]\(83bbbd261710c59db0214aa27b2edc0d\_img.jpg\)](#) HENRY LAWSON FESTIVAL 2023 SPONSORSHIP INVITATION 6 Pages



## Henry Lawson Festival Sponsorship

### Invitation

We're inviting you to be a sponsor for the reinvigorated iconic culturally rich 2023 Grenfell Henry Lawson Festival. With the return of the legendary street parade along with all the traditional favourite events and competitions, the addition of a Friday family fun night, the introduction of the inaugural Henry Lawson Festival of Arts Micro Film Competition and a good old fashioned country street party with loads of entertainment, the 2023 Festival is destined to be the best yet.

The Henry Lawson Festival is a major event for the town of Grenfell. Located in the Central West of NSW. It is held annually over the Long Weekend in June over four days.

This is the 64th Henry Lawson Festival and it's been 66 years since the first Festival making it one of the longest running Arts Festivals in NSW. In 2023 we are looking forward to building on the strong history and success of past Festivals. This year's program is full of new elements and traditional favourites. The program will showcase Grenfell, celebrate Henry Lawson and provide a variety of arts focused entertainment for all who attend. This year's theme is 'Faces in the Street' after one of the earliest and most celebrated poems of young Henry Lawson. This theme invites reflections on modern Australian life which could include the elements of hardship and despair, courage and fortitude, or compassion and mateship.

Lawson's legendary Australian stories and poetry were acclaimed throughout his life and have continued to be celebrated in the 100 years since he passed.

The festival is renowned for introducing Lawson's work to generations of fans and aims to promote aspiring artistic endeavours. The event also showcases the Grenfell region's heritage and tourist attractions with entertainment for everyone including vibrant street parties, market stalls and performers.

### ***The Legendary Parade returns***

The Main Street will be the focus of celebration with the return of the crowd pleaser parade, along with the fun and frivolity of a huge street party. With a diversity of market stalls, entertainers, and places to sit and enjoy good company, a bite to eat or a cool ale, everyone is guaranteed a good time. With the boutique stores buzzing and pubs rocking, you will need to stay a while to tap along to some great music or catch a poets rendition.

### ***Performers, visitors, stall holders and competition entries from far and wide!***

Each year performers, stall holders and visitors travel vast distances for the festival. Entries are also received nationally for the renowned Henry Lawson Festival verse, short story, painting and photography competitions and exhibits. Competition is set to be hot this year!

***Make it an extraordinary extra-long weekend!***

With signature events starting on Thursday the 8<sup>th</sup> of June and plenty to see and do in and around Grenfell – make it an extraordinary extra-long weekend.

Thursday will see the official opening with the crowning of the Festival King and Queen along with the opening of the art exhibition. Prize winners will also be announced in art, short story/verse and photography.

The pace will pick up on Saturday with the annual street party, the parade, market stalls and street entertainment for all. Our inaugural Micro Film Competition will also be premiered and winners announced. Ease into Sunday with more street stalls and the Car Show. Venture out to the landra Castle, to Caragabal for the Caragabal Camp Oven Cook-off or join the scenic bike ride.

Sponsorship opportunities are available for the Competitions which include Art, Short Story, Verse, Photography, Micro Film, Busking and the Woodchop. You also have the opportunity to be a major sponsor or sponsor the Fireworks on Friday night, the Festival Parade or the Entertainment on Saturday. You may also like to donate to the annual Festival Raffle.

The committee would like to invite your organisation to support the evolving festival, to help see it into the future. This unique rural festival helps to revitalise the Weddin Shire and like many rural events contributes to regional tourism.

Details about the sponsorship opportunities follows for your perusal. The aim being to seek contributions in money or “in-kind” in return for specific benefits.

If you would like to find out more about the festival please feel free to call me on the details below or have a look at our website [www.henrylawson.com.au](http://www.henrylawson.com.au) and while you are visiting check out the festival’s Facebook page and “like” it to keep up to date with all the festival news.

Thank you for considering sponsorship and if you are interested in supporting the 2023 Henry Lawson Festival, please contact-

**President - Belinda Power 0413 306 973**

**Vice President – Jan Parlett 0424 898 728**

**[info@henrylawsonfestival.com](mailto:info@henrylawsonfestival.com)**

## **Sponsorship Opportunities**

### **Major Sponsor - \$10,000 (one only)**

- Exclusive naming rights to the Saturday of the 2023 Festival
- Logo and business promoted during Henry Lawson Festival social media campaign
- Your business name and/or logo will appear on printed promotional material e.g. Poster
- Your business name and logo will be included on the Festival website with a link to your own website
- Your business will have the opportunity to supply a banner to have displayed in the main Festival area for the Saturday of the Festival
- Your business name on the “Thank You” board displayed at festival

- Opportunity to have a stall at the festival with promotional or sales material

**Gold Sponsor - \$3,000**

- Business naming rights to a festival event of your choice .
- Your business name and/or logo will appear on printed promotional material
- Your business name and logo will be included on the Festival website with a link to your own website
- Your business mentioned in Facebook posts as a Gold Sponsor of the 2023 Festival
- Your business name on the “Thank You” board displayed at the festival
- Your business will have the opportunity to supply temporary signage to have displayed at the location of your chosen Festival event in which you sponsor
- Opportunity to have a stall at the festival with promotional or sales material

**Silver Sponsor - \$1,000**

- Shared naming rights of an event with another non conflicting sponsor i.e. Event Name proudly supported by Business Name
- Your business name will appear on printed promotional material
- Your business name will be included on the Festival website with a link to your own website
- Your business mentioned in Facebook posts as a Silver sponsor of the 2023 festival
- Your business name on the “Thank you” board displayed at the festival
- Your business will have the opportunity to supply temporary signage to have displayed at the location of your chosen Festival event in which you co-sponsor

**Bronze Sponsor - \$500 or more**

- Your business name will appear on printed promotional material
- Your business name will be included on the Festival website
- Your business mentioned in a Facebook post as a Bronze Sponsor of the 2023 Festival
- Opportunity to have a float in the beginning of the street parade
- Your business name on the ‘Thank You’ board displayed at the festival

**Supporter - \$499 or less**

- Your business name will be included on the Festival website
- Your business name on the ‘Thank You’ board displayed at the festival

**IN KIND SPONSOR** – in kind sponsorship will be matched with the relevant financial equivalent sponsorship level.

**Henry's Community Celebration Contribution - \$50 or less**

Your name promoted on Facebook with a mention of what your contribution has been spent on eg Street Entertainment, competition prize money etc.

Further advertising of the event included talk back radio, television community files and event pages on the internet. All festival programmers are distributed to Visitor Information Centres in NSW and ACT.

## **COMPETITIONS**

### **OVER \$20,000 in Prize Money**

**Art Prize - SECTIONS**

1. PAINTING \$1000
2. WATERCOLOUR \$1000
3. DRAWING \$1000
4. LOCAL ARTIST \$1000
5. There will be People's Choice Award \$500
6. MOST OUTSTANDING ARTWORK \$1500

**POETRY****Section 1 Open Section (limited to 48 lines)**

**Entrants must be 18 years or over on 31<sup>st</sup> March 2023**

First Prize: \$1,000

Second Prize: \$500

**Section 2 High School Student**

First Prize: \$250

Second Prize: \$100

**Section 3 Primary School Student**

First Prize: \$100

Second Prize: \$50

**SHORT STORY**

**(Limited to 2000 words)**

**Section 1 Open Section Any theme**

**Entrants must be 18 years or over on 31<sup>st</sup> March 2023**

First Prize: \$1500

Second Prize: \$500

**Section 2 High School Student**

Any theme

First Prize: \$250

Second Prize: \$100

**Section 3 Primary School Student**

Any theme

First Prize: \$100

Second prize: \$50

**Photography**

**Peoples Choice Award** \$200

**Most Outstanding  
Photo** \$300

**Photography**

Adult 1st Prize \$250

Adult 2nd Prize \$150

Adult 3rd Prize \$100

**Photography**

**Monochrome**

Adult 1st Prize \$250

Adult 2nd Prize \$150

Adult 3rd Prize \$100

**Photography Digitally  
Enhanced**

Adult 1st Prize \$250

Adult 2nd Prize \$150

Adult 3rd Prize \$100

**Photography**

**Agricultural**

Adult 1st Prize \$250

Adult 2nd Prize \$150

Adult 3rd Prize \$100

**Junior**

Junior 1st Prize \$50

Junior 2nd Prize \$30

Junior 3rd Prize \$20

**Photography**

**Agricultural**

Junior 1st Prize \$50

Junior 2nd Prize \$30

Junior 3rd Prize \$20

**Photography Pets**

Junior 1st Prize \$50

Junior 2nd Prize \$30

Junior 3rd Prize \$20

**Micro Film Competition**

Enter the inaugural Henry Lawson Festival of Arts Micro Film Competition!

If you own or have access to a smartphone, digital device or drone then the time to make a film is now!

Our Henry Lawson Festival will be a red-carpet event.

**Peoples Choice Award \$200****Over 16**

1st Prize \$300

2<sup>nd</sup> Prize \$200

**Under 16**

**1st Prize \$300**

**2<sup>nd</sup> Prize \$200**

**Busking**

The Busking competition is an opportunity to showcase your Entertainment Art. Are you a Mime, or a Magician, a Singer or play a musical instrument? Maybe you have a Puppet show? We'll welcome you all.

First Prize: \$300

Second Prize: \$200

**All information is available on our Website**

<https://www.henrylawsonfestival.com.au/>





**12.4) CARCOAR COMMUNITY ASSOCIATION - CARCOAR TOWN RESERVOIR (PM.US.1)**

**Author:** General Manager  
**IP&R Link:** Strategic Priority 3: Regional leadership and collaboration

---

**RECOMMENDATION:**

That Council provide permission for the Carcoar Community Association to project images onto Council's Carcoar Town Reservoir, subject to consultation with Council regarding the proposed images and adherence to applicable site access and safety management plans.

**REPORT**

Council has received a request from the Carcoar Community Association seeking permission to paint a mural or project images onto Council's reservoir at Carcoar.

In 2017 Council received a similar request from the Carcoar Village Association to paint a mural on the reservoir. At that time, Council resolved to provide in principle support to have an artistic mural painted on the reservoir, however, funding for the project was not secured by the Association and the project did not proceed.

As has been reported to Council recently, the reservoir has had restoration works undertaken to fix leaks in the reservoir and to extend its useful life. Although the restoration works have fixed the leaks in the reservoir, it has been suggested by CTW's Director Operations & Technical Services that the restoration works should be given at least a further period of 4 to 5 years to ensure a complete seal of the reservoir before any potential mural is painted on the reservoir.

The other potential implications to consider with having a mural painted on the reservoir is Council's ability to comply with its long-term lease obligations with the NBN Co for NBN equipment which is currently attached to the reservoir. The General Manager has contacted the NBN Co regarding the Association's request and is awaiting a response.

Therefore, noting the potential implications with painting a mural on the reservoir, Senior Management do not perceive any insurmountable issues with permitting the Carcoar Community Association projecting images onto the reservoir, subject to consultation with Council regarding the proposed images and adherence to applicable site access and safety management plans.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

1 [↓](#) Carcoar Community Association email - Carcoar Town Reservoir 2 Pages

**Gavin Rhodes**

---

**From:** Gavin Rhodes  
**Sent:** Thursday, 9 March 2023 4:55 PM  
**To:** Jan Steele  
**Cc:** CTW Water; [REDACTED]  
**Subject:** RE: Attention : Gavin Rhodes - Carcoar Water Tower

|                  |                  |                          |
|------------------|------------------|--------------------------|
| <b>Tracking:</b> | <b>Recipient</b> | <b>Read</b>              |
|                  | [REDACTED]       | Read: 10/03/2023 9:03 AM |

Good afternoon Jan,

Thank your time last Friday (3/3) on the phone and for your subsequent email below.

The request from the Carcoar Community Association to paint a mural or project images onto the Carcoar Town Water Reservoir will be presented to the CTW Board for consideration at its next Council meeting scheduled for 26 April 2023.

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

Regards  
 Gavin

Gavin Rhodes  
 General Manager  
 (02) 6391 7200



[www.ctw.nsw.gov.au](http://www.ctw.nsw.gov.au)

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**From:** Jan Steele <[carcoarcommunityassoc@gmail.com](mailto:carcoarcommunityassoc@gmail.com)>  
**Sent:** Tuesday, 7 March 2023 6:05 PM  
**To:** CTW Water <[water@ctw.nsw.gov.au](mailto:water@ctw.nsw.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** Attention : Gavin Rhodes - Carcoar Water Tower

Good afternoon Gavin

Thanks for getting back to me the other day.

The Carcoar Community Association would like to request permission to paint or project images onto the Carcoar Water Tower. No definite design/art method has been decided on as we need permission first. The we will work towards obtaining funding and artists to participate.

Thanks Jan Steele  
President  
Carcoar Community Association

Sent from [Mail](#) for Windows

**12.5) SUB-REGIONAL TOWN WATER STRATEGY UPDATE (WS.SP.4)****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 – 3.1: Regional collaboration and partnerships – 3.1.4: Consider further regional water security pipeline linkages to form a Central-West water grid. – 3.1.5: Reach agreement with all other relevant water utilities on the governance, management and operation of regional water assets across LGA boundaries.

---

**RECOMMENDATION:**

That Council note the update report of the Sub-Regional Town Water Strategy.

**REPORT****Background**

Cabonne Council (Cabonne) and CTW commissioned an assessment into potential opportunities to develop a more integrated approach to water supply across the footprint of the two organisations. This assessment also recognised that Orange City Council (OCC) has water supply connections in place to both the Cabonne and CTW networks, and so was included in considerations relating to a future regional water supply network.

**Stage 1 Report - Strategic Water Review**

A high-level Strategic Water Review across the operational areas of Cabonne, CTW and OCC water utilities was undertaken to identify potential opportunities for better integration of these water supply networks.

**Development of a Sub-Regional Town Water Strategy (SRTWS)**

A detailed evaluation of the options outlined in the Stage 1 Strategic Water Review Report is now being undertaken to fully understand the key issues associated with each option, with the aim of developing an overall action plan for delivery of each viable option in accordance with the DPE Regional Town Water Strategy (RTWS) framework.

The outcomes of this strategy will provide guidance for each individual LWUs strategic and long-term planning for water infrastructure, aligning with sub-regional objectives.

The three Councils, Cabonne, CTW and Orange, agreed to investigate development of a Sub-Regional RTWS (SRTWS) based on the outcomes of the Stage 1 investigations.

A Proposal to Proceed with the development of the SRTWS was submitted by the three Councils to DPE Water in July 2021. Formal approval was received from DPE Water on 10 August 2021, with the project being identified as “Safe and Secure Water Program – Cabonne, Orange and Central Tablelands Water Sub-Regional Town Water Strategy (SSWP270)”. Funding for the project was also approved subject to agreement of the project plan being approved by DPE Water.

## Update of Progress

The funding deed for the SRTWS project was finalised and executed by DPE Water and Cabonne Council (Principal) on 2 March 2023.

Cabonne Council has engaged Premise (Lead Consultant) and Public Works Advisory (PWA) following a preferred tenderer(s) process in accordance with their procurement policy.

The SRTWS project has been divided into the following 7 Tasks:

- Task 1: Collate Data/Review Studies  
Projected completion date: April 2023
- Task 2a-b: Water Demand Analysis – base  
Projected completion date: June 2023
- Task 2c-f: Water Demand Analysis – optional  
Projected completion date: June 2023
- Task 3: Water Security Analysis  
Projected completion date:  
Stage 1 Surface Water 31 May 2023  
Stage 2 Surface Water 15 August 2023  
Groundwater End of May/Mid August 2023
- Task 4: Bulk Hydraulic Analysis  
Projected completion date: Mid July 2023
- Task 5: Water Quality Analysis  
Projected completion date: Mid July 2023
- Task 6: Condition Review  
Projected completion date: Mid July 2023
- Task 7: Options Identification  
Projected completion date: End September 2023

While there have been delays with the progress of the actual SRTWS project due to various factors (i.e. floods, staff resources, finalisation of funding deed, etc), each Council has been progressing with their individual water security projects which will impact positively on overall regional water security.

As these individual projects develop, it is important for the regional as well as local impacts of each project to be taken into consideration. In addition, any potential issues/outcomes are to be shared with the consultants undertaking the SRTWS to ensure the regional strategy is constantly updated and therefore represents an accurate, comprehensive and up to date view of water security issues across the full study area.

A SRTWS Working Party meeting was held on 19 April 2023 at the Cabonne Council Chambers, Molong.

**Next steps**

Progression of activities within the listed project tasks by the consultants under the direction and guidance of the Project Manager and in close consultation with the participating Councils.

A SRTWS Project Steering Committee meeting is currently being scheduled for May/June 2023.

**BUDGET IMPLICATIONS**

Operational Plan 2022/23

**POLICY IMPLICATIONS**

Nil.

**ATTACHMENTS**

Nil.

**12.6) COUNCIL RESOLUTIONS UPDATE REPORT (GO.CO.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 Council Resolutions Update Report to February 2023.

**REPORT**

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

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

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

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

The Council Resolutions Update Report includes Council Resolutions to February 2023.

**BUDGET IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

1 [!\[\]\(683dba75afe26e28cd4de5730b776760\_img.jpg\)](#) Council Resolutions Update Report 2 Pages

**COUNCIL RESOLUTIONS UPDATE**

| <b>Council Resolutions Update – Meeting held 26 April 2023</b> |                        |   |                            |   |  |
|--|------------------------|---|----------------------------|---|--|
| <b>Resolution Ref.</b>   | <b>Date of Meeting</b> | <b>Subject</b>  | <b>Responsible Officer</b> | <b>Decision</b>   | <b>Action Taken/Status</b>   |
| 20/015   | 12/2/20                | Water Security – Regional approach to support neighbouring councils | GM                         | <ol style="list-style-type: none"> <li>1. Consider the issue of adopting a collaborative approach to the supply of water between networks connected to the CTW supply system at the upcoming drought management workshop in March 2020, and</li> <li>2. As a matter of urgency, authorize the general manager to negotiate an agreement between CTW, Orange City Council and Cabonne Council to transfer water to Molong for emergency purposes, and report back to Council on the outcome of the agreement.</li> </ol> | <p>18/4/23 – Final WSA draft received from OCC and is being reviewed by GM &amp; DOTS.</p> <p><b>Status: ongoing.</b></p>  |
| 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.  | <p>19/8/22 – The draft business case for the Centroc Water Grid Pipeline Project has been submitted to DPE Water for review and comment. Please refer to DOTS Water Security – Drought Update Reports.</p> <p><b>Status: ongoing</b></p> |



|        |         |  |    |  |  |
|--------|---------|--|----|--|--|
| 22/048 | 22/6/22 | Levels of Service Report                         | GM | <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the Level of Service report, and</li> <li>2. Receive a report at a subsequent meeting on monitoring its achievement against levels of service and industry benchmarks.</li> </ol>  | <p>18/4/23 – SMT and Asset Officer to report at the next meeting.</p> <p><b>Status: ongoing</b></p>  |
| 23/005 | 15/2/23 | Belubula Water Security Project Update           | GM | <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the Belubula Water Security Project (BWSP) update report, and</li> <li>2. Review the BWSP Memorandum Of Understanding (MOU) for any updates or amendments in lieu of signing a Delivery Deed for augmentation construction.</li> </ol> | <p>18/4/23 – Initial review being undertaken by SMT and will be distributed to Councillors for input and comment.</p> <p><b>Status: ongoing</b></p>                                |
| 23/009 | 15/2/23 | Policy Reviews – Debt Collection and Investments |    | <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the report, and</li> <li>2. Endorse the draft Water Charges Debt Recovery and Investment Policies, and place on public display for a period of 28 days.</li> </ol>   | <p>18/4/23 – Policy placed on public display for a period of 28 days and will be recommended for adoption by Council at the April 2023 meeting.</p> <p><b>Status: complete</b></p> |

**12.7) FINANCIAL MATTERS - INVESTMENT REPORT AS AT 31 MARCH 2023**  
**(FM.BA.1)**

**Author:** Director Finance & Corporate Services  
**IP&R Link:** – 2.3.1: Manage the risk management framework including the risk register. – 2.2: Sound Financial management – 2.2.1: Review and update long term financial plan (LTFP).

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**RECOMMENDATION:**

That the information in relation to Council's Cash and Investments on 31 March 2023 be noted.

**REPORT****Cash and Investments**

The investment summary below represents Council's total investments as of 31 March 2023 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 Reserve Bank of Australia (RBA) at its April 2023 meeting decided to take a break from raising the cash rate for the first time in 11 months.

In explaining the pause the RBA advised that it wished to assess the impact of past rate rises upon the general level of economic activity.

The RBA has indicated that inflation is still very high and whilst this is a pause in rates it does not mean that the level has peaked. There are some concerns that the economy is starting to slow and the level of economic activity will start to drop sharply.

The level of interest rates offered by Approved Deposit Institutions (ADI's) have continued to be at levels that offer good opportunities around the 12 month term level, where returns in excess of 4.50% are still on offer.

There have been some global liquidity concerns impacting both investors and regulators particularly in relation to some US and European banks. It is noted that the Australian Banking system remains robust with high capital ratios supporting a tight regulatory framework.

Whilst it is very difficult to estimate future movements in the cash rate, it is likely that term deposit rates will remain at or slightly above current levels for the balance of 2023. Some

special offers may be available from Institutions experiencing short term security liquidity requirements. Council will seek to take advantage of these specials if funds are available.

### **BUDGET IMPLICATIONS**

A further review of interest income will be undertaken as part of the 31 March 2023 Quarterly Budget Review Statement. It is likely the estimated investment income will be reviewed upwards.

### **POLICY IMPLICATIONS**

Council's investment policy continues to ensure that good returns are achieved with minimal risk whilst enabling Council to maintain sufficient liquidity to meets its needs.

### **ATTACHMENTS**

1 [!\[\]\(3e2231b1ad3ca8da8658228c00dd08e0\_img.jpg\)](#) Cash and Investment Balances 31 March 2023 1 Page

|                                   |                        | Credit<br>Rating | Term<br>(Days) | Rate  | Maturity<br>Date | % of<br>Portfolio |
|-----------------------------------|------------------------|------------------|----------------|-------|------------------|-------------------|
| <b>Short Term Deposits</b>        | <b>\$ 7,600,000.00</b> |                  |                |       |                  | <b>82.91%</b>     |
| Commonwealth Bank of Australia    | 600,000                | AA-              | 364            | 4.28% | 16/06/23         | 6.55%             |
| Commonwealth Bank of Australia    | 500,000                | AA-              | 365            | 4.67% | 7/02/24          | 5.45%             |
| Bank of QLD - Curve Securities    | 500,000                | BBB+             | 365            | 5.05% | 6/03/24          | 5.45%             |
| Unity Bank/Reliance Credit Union  | 500,000                | Unrated          | 365            | 3.95% | 4/08/23          | 5.45%             |
| Commonwealth Bank of Australia    | 500,000                | AA-              | 367            | 4.37% | 17/10/23         | 5.45%             |
| AMP - Curve Securities            | 500,000                | BBB              | 365            | 4.90% | 26/03/24         | 5.45%             |
| AMP - Curve Securities            | 500,000                | BBB              | 365            | 4.80% | 3/11/23          | 5.45%             |
| Commonwealth Bank of Australia    | 500,000                | AA-              | 365            | 4.48% | 31/10/23         | 5.45%             |
| Commonwealth Bank of Australia    | 600,000                | AA-              | 365            | 4.04% | 22/08/23         | 6.55%             |
| AMP - Curve Securities            | 500,000                | BBB              | 365            | 4.80% | 14/03/24         | 5.45%             |
| Bank of QLD - Curve Securities    | 500,000                | BBB+             | 365            | 4.75% | 11/03/24         | 5.45%             |
| Macquarie Bank - Curve Securities | 400,000                | A+               | 0              | 3.30% | At Call          | 4.36%             |
| ME Bank - Curve Securities        | 500,000                | BBB+             | 365            | 2.90% | 5/05/23          | 5.45%             |
| Commonwealth Bank of Australia    | 500,000                | AA-              | 365            | 4.20% | 15/09/23         | 5.45%             |
| AMP - Curve Securities            | 500,000                | BBB              | 367            | 4.65% | 25/09/23         | 5.45%             |

|  |                        |         |         |       |     |               |
|--|------------------------|---------|---------|-------|-----|---------------|
| <b>At Call Deposits</b>                | <b>\$ 1,566,470.15</b> |         |         |       |     | <b>17.09%</b> |
| Commonwealth Bank - General Account    | \$ 305,978.22          | AA-     | At Call | 2.95% | N/A |               |
| Commonwealth Bank - BOS Account        | \$ 1,260,465.11        | AA-     | At Call | 3.10% | N/A |               |
| Reliance Credit Union - Cheque Account | \$ 26.82               | Unrated | At Call | 0.00% | N/A |               |
| <b>Total Value of Investment Funds</b> | <b>\$ 9,166,470.15</b> |         |         |       |     | <b>100%</b>   |

**Average Rate on Term Deposits**

|                               |         |
|-------------------------------|---------|
| 90 Day BBSW for March 2022    | 3.7150% |
| Average Rate on Term Deposits | 4.3427% |
| Margin over 90 day BBSW       | 0.6277% |

|   |     |
|---|-----|
| Average Term - Short Term Deposits (days) | 341 |
|---|-----|

**Long Term Credit Rating**

|              | Amount \$              | %             |
|--------------|------------------------|---------------|
| AA-          | \$ 4,766,443.33        | 51.99%        |
| A+           | \$ 400,000.00          | 4.37%         |
| BBB+         | \$ 1,500,000.00        | 16.36%        |
| BBB          | \$ 2,000,000.00        | 21.81%        |
| Unrated      | \$ 500,026.82          | 5.45%         |
| <b>Total</b> | <b>\$ 9,166,470.15</b> | <b>99.98%</b> |

**BANK RECONCILIATION**

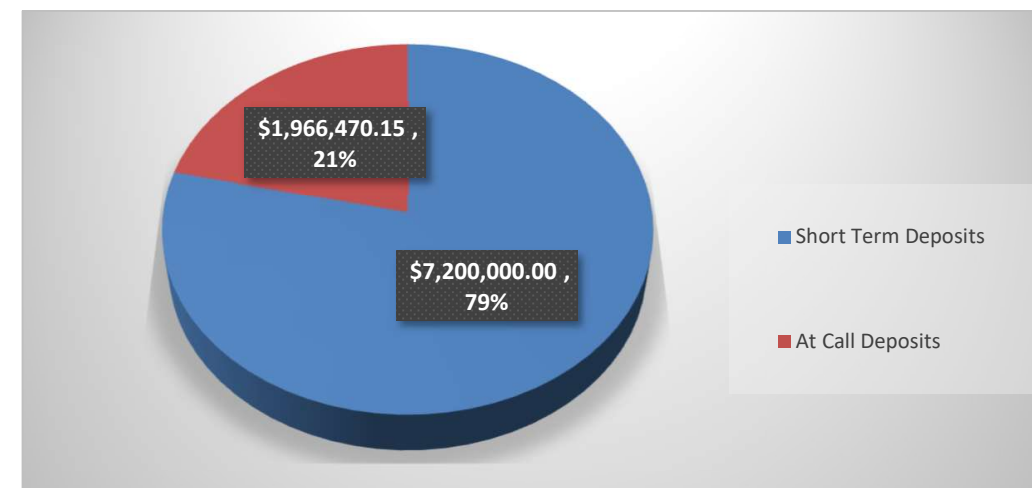
|   |    |            |
|---|----|------------|
| Balance as per Bank Statement                 | \$ | 292,980.19 |
| Add: Visa card purchases processed April 2023 | \$ | 12,685.13  |
| Add: Cheque receipt deposited 03.04.23        | \$ | 75.13      |
| Add: Eftpos receipting deposited 03.04.23     | \$ | 237.77     |

|                          |    |            |
|--------------------------|----|------------|
| Balance as per Cash Book | \$ | 305,978.22 |
|--------------------------|----|------------|

**GENERAL FUND**

|                       |    |              |
|-----------------------|----|--------------|
| (a) Cash Book Balance | \$ | 1,566,470.15 |
| (b) Bank Balance      | \$ | 1,566,470.15 |

|                            |           |                     |
|----------------------------|-----------|---------------------|
| <b>Short Term Deposits</b> | <b>\$</b> | <b>7,200,000.00</b> |
| <b>At Call Deposits</b>    | <b>\$</b> | <b>1,966,470.15</b> |



**12.8) AUDIT RISK AND IMPROVEMENT COMMITTEE (ARIC) (CM.AU.1)**

**Author:** Director Finance & Corporate Services  
**IP&R Link:** – 2.3: Continuous Improvement Whilst Managing Risk – 2.3.1: Manage the risk management framework including the risk register.

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**RECOMMENDATION:**

That Council receive and note the Audit Risk and Improvement Committee Minutes of the meeting of 16 February 2023.

**REPORT**

The minutes of the ARIC meeting held on the 16 February 2023 are attached for Council's consideration.

The Report on the Project Management Audit prepared by National Audit Group was presented at the 16 February meeting. The Committee were pleased with the depth and scope of the report. The Report was also presented to Council at a workshop held at Canowindra on 5 April 2023.

Overall, there are 23 recommendations in the report with the most significant being the engagement of a Project Support Officer (PSO) on a full time basis to assist with the design and implementation of a project management framework that can be used by Council as a guide and checklist for the undertaking of major projects. The PSO will be responsible for working with the Director Operations and Technical Services to ensure that the framework is implemented and used by Council when undertaking major projects.

A policy framework will be established which will define what is considered a major project and when the project management framework is to be used. It is noted that the Office of Local Government in Circular 10-34, Capital Expenditure Guidelines have a threshold of \$1M in project value.

It is noted that this Circular exempts water projects from its application, however, individual Councils can apply the guidelines to projects using their own policy framework and governance procedures.

The next meeting of ARIC is scheduled for Wednesday 24 May 2023.

**BUDGET IMPLICATIONS**

It is anticipated that the internal audit budget for 22/23 of \$22,360 will be exceeded by around \$3,200 for the 22/23 financial year.

A revote by Council for this amount will be sought through the March 2023 Quarterly Budget Statement Review.

**POLICY IMPLICATIONS**

Section 428A of the Local Government Act 1993 outlines the requirements and duties of the ARIC. Full compliance with the guidelines is required by 1 July 2024.

**ATTACHMENTS**

1 [1](#) ARIC Meeting Minutes - 16 February 2023 3 Pages

**Minutes of the Audit, Risk and Improvement Committee Meeting of Central Tablelands Water held at the Blayney Community Centre on Thursday 16 February 2023 commencing at 11:05am.**

|                              |   |
|------------------------------|---|
| <b>PRESENT:</b> Donna Rygate | (Chairperson – Independent Member – Voting)                     |
| Ron Gillard                  | (Independent Member – Voting)                                   |
| Cr Marlene Nash              | (Council Member – Voting)                                       |
| Gavin Rhodes                 | (General Manager – Observer)                                    |
| Peter McFarlane              | (Director Finance and Corporate Services – Acting Secretariat ) |
| Noel Wellham                 | (Director Operations and Technical Services - Observer)         |

**1. Welcome**

The Chairperson opened the meeting at 11.05am

**2. Acknowledgement of Country**

The Chairperson gave an acknowledgement of Country.

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

Nil.

**4. Declarations of any Unethical Behaviour reported to Council.**

Nil.

**5. Apologises for non- attendance**

An apology was received from Monique Bartley of the NSW Audit Office. It was noted that Leanne Smith from Intentus was going to dial into the meeting later to discuss agenda item 8.

Moved: Ron Gillard                      Seconded: Cr Nash

Resolved: That the apology from Monique Bartley be accepted.

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This is Page No. 1 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 16 February 2023

**6. Confirmation of Minutes of Audit, Risk and Improvement Committee – 23 November 2022.**

Moved: Ron Gillard                      Seconded: Donna Rygate

Resolved: That the minutes of the meeting of 23 November 2022 be adopted.

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

Moved: Cr Nash                      Seconded: Ron Gillard

Resolved: That the Committee receive and note the report on recent developments since the meeting on 23 November, 2022.

**8. Financial Statements Update**

Moved: Ron Gillard                      Seconded: Cr Nash

Resolved:

1. That the Committee receive and note the Management Letter on the final stage of the audit for year ended 30 June 2022.
2. That action taken to address this matter be noted.
3. That the change in the NSW Audit Office Director responsible for CTW be noted.

*(Proceedings in brief, Leanne Smith from Intentus joined the meeting by phone at 12.15pm and left the meeting at 12.23pm)*

**9. Internal Audit Status Report and Action Plan**

Moved: Cr Nash                      Seconded: Ron Gillard

Resolved:

1. That the Committee receive and note the final report regarding the Project Management Audit.
2. That the Committee note the update regarding the Fraud Health Risk assessment.
3. That the Committee receive and note the cyber security actions undertaken since the last meeting.

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This is Page No. 2 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 16 February 2023

4. That the Committee notes management's actions that no further internal audit engagements will be undertaken in calendar year 2023 to allow the implementation and actioning of the recommendations of previous engagements.
5. That the Committee note that a Risk Appetite Workshop was held with Councillors and Senior Staff facilitated by Council's Insurer StateWide Mutual on 15 February 2023.

**10. Letter from Central NSW Joint Organisation**

Moved: Ron Gillard

Seconded: Cr Nash

Resolved: That the letter from the Central NSW Joint Organisation regarding regional initiatives to assist with the implementation of the new Audit Risk and Improvement Framework be received and noted.

**11. OLG Circular 22-42 Credit Card Guidelines**

Moved: Ron Gillard

Seconded: Cr Nash

Resolved:

1. That the Committee receive and note Circular 22-42 and the OLG Guidelines of September 21.
2. That the Committee notes that Council's existing policy is in accord the OLG Guidelines.

**12. OLG Circular 22-41 Updated Risk Management and Internal Audit Guidelines**

Moved: Cr Nash

Seconded: Ron Gillard

Resolved: That the Committee receive and note Circular 22-41.

**13. Next Meeting – Thursday 24 May 2023**

**14. General Business – Nil**

There being no further business, the Chairperson declared the meeting closed at 12:28pm.

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This is Page No. 3 of the Minutes of the Central Tablelands Water Audit Risk and Improvement Committee Meeting held 16 February 2023



**12.9) POLICY REVIEWS - DEBT COLLECTION AND INVESTMENTS (CM.ME.1)**

**Author:** Director Finance & Corporate Services  
**IP&R Link:** Strategic Priority 3: Regional leadership and collaboration – 2.2: Sound Financial management

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**RECOMMENDATION:**

That Council adopt the draft Water Charges Debt Recovery and Investment Policies.

**REPORT**

At its meeting held on 15 February 2023 Council resolved to:

*“Endorse the draft Water Charges Debt Recovery and Investment Policies, and place on public display for a period of 28 days.”*

Both these policies were placed on public display on Council’s website for a 28 day period with no submissions being received.

The policies may now be adopted by Council.

**BUDGET IMPLICATIONS**

The amended policies will have no implications on the budget.

The Water Charges Debt Recovery Policy will provide Council staff with the capacity to pursue outstanding amounts on a timely basis.

**POLICY IMPLICATIONS**

As per the policy documents.

**ATTACHMENTS**

- |   |                          |  |         |
|---|--------------------------|--|---------|
| 1 | <a href="#"><u>↓</u></a> | Draft Investment Policy                  | 7 Pages |
| 2 | <a href="#"><u>↓</u></a> | Draft Water Charges Debt Recovery Policy | 7 Pages |



# Central Tablelands Water

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## Investment Policy

## DOCUMENT CONTROL

| Document Title      |          | Investment Policy                       |        |                  |                          |
|---------------------|----------|---|--------|------------------|--------------------------|
| Policy Number       |          | CTW-PR007                               |        |                  |                          |
| Responsible Officer |          | Director Finance and Corporate Services |        |                  |                          |
| Reviewed by         |          |   |        |                  |                          |
| Date Adopted        |          | 12 February 2020                        |        |                  |                          |
| Adopted by          |          | Council                                 |        |                  |                          |
| Review Due Date     |          | 15 February 2023                        |        |                  |                          |
| Revision Number     |          | 3                                       |        |                  |                          |
| Previous Versions   | Date     | Description of Amendments               | Author | Review /Sign Off | Minute No: (if relevant) |
| 1                   | 12/10/15 |   |        |                  | 16/079                   |
| 2                   | 12/02/20 |   | DFCS   |                  | 20/011                   |
| 3                   | 15/02/23 |   | DFCS   |                  |                          |
|                     |          |   |        |                  |                          |
|                     |          |   |        |                  |                          |

## Objectives

- (a) To undertake investment of surplus funds, maximising earnings from authorised investments, whilst ensuring the security of Council Funds
- (b) To ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.
- (c) To ensure that capital invested is preserved and invested in accord with Council's risk appetite.
- (d) To ensure that all restricted funds are backed by cash or investments.

## Policy

### Legislative Requirements

All investments are to be made in accordance with:

- (a) Local Government Act 1993;
- (b) Ministerial Investment Order;
- (c) Trustee Act 1925;
- (d) Local Government (General) Regulation 2005;
- (e) Local Government Code of Accounting Practice and Financial Reporting;
- (f) Australian Accounting Standards; and
- (g) Office of Local Government Circulars.

### Delegation of Authority

| Authorised Officer                      | Roles & Responsibilities   |
|---|--|
| General Manager                         | Authority to invest surplus funds and authority to delegate this function. |
| Director Finance and Corporate Services | Authority to invest surplus funds.   |
| Finance Officer                         | Authority to invest surplus funds  |

## Authorised Investments

Investments are limited to those allowed by the most current Ministerial Investment Order that has been issued by the NSW Minister for Local Government dated 12 January 2011.

Council shall only invest money (on the basis that all investments must be denominated in Australian Dollars) in the following forms of investment:

- (a) any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;

- (b) any debentures or securities issued by a council (within the meaning of the Local Government Act 1993 (NSW));
- (c) interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the Banking Act 1959 (Cwth)), but excluding subordinated debt obligations;
- (d) any bill of exchange which has a maturity date of not more than 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;
- (e) a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation.

All investment instruments (excluding short term discount instruments) referred to above include principal and investment income (interest).

### **Transitional Arrangements**

- (i) Subject to paragraph (ii) nothing in this Order affects any investment made before the Ministerial Order dated 31 July 2008 which was made in compliance with the previous Ministerial Order dated 15 July 2005, and such investments are taken to be in compliance with this Order.
- (ii) Paragraph (i) only applies to those investments made before the Ministerial Order dated 31 July 2008 and does not apply to any restructuring or switching of investments or any re-investment of proceeds received on disposal or maturity of such investments, which for the avoidance of doubt must comply with this Order.

It is noted that Council no longer holds any investments of the type to which the transitional arrangements apply.

### **Prudent Person Standard**

The investments shall be managed with care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolios to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

### **Ethics and Conflicts of Interest**

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager.

If engaged, independent advisors shall also be required to declare that they have no actual or perceived conflicts of interest.

### **Prohibited Investments**

This Investment Policy prohibits any investment carried out for speculative purposes including:

- (a) Derivative based instruments;
- (b) Principal only investments or securities that provide potentially nil or negative cash flow;
- (c) Stand alone securities issued that have underlying futures, options, forward contracts and swaps of any kind; and
- (d) The use of leveraging (borrowing to invest) of any investment.

## Risk Management Guidelines

Investments are to comply with the following criteria:

- (a) Preservation and return of capital - all reasonable measures are to be taken to prevent losses in portfolio value;
- (b) All investments will be made with Authorised Deposit Institutions (ADI). These consist of all financial institutions approved and regulated by the Australian Prudential Regulatory Authority (APRA)
- (c) Institutional Diversification:
  - a. Not less than three (3) quotations shall be obtained from authorised institutions when an investment is proposed with an investment time period of a minimum of 3 months to a maximum of 2 years.
  - b. Direct investments including cash at bank shall not exceed 50% with any single ADI rated "A" or higher by Standard and Poors , at any one time.
  - c. Direct investments with any single ADI rated lower than "A" by Standard and Poors shall not exceed 40% at any one time.
  - d. Direct investments with any unrated ADI shall not exceed 30% at any one time.
- (d) Maturity Risk - the investment portfolio is to be invested within the following maturity constraints:

| Overall Portfolio Return to Maturity |         |          |
|--------------------------------------|---------|----------|
| Portfolio % < 1 year                 | Min 50% | Max 100% |
| Portfolio % > 1 year                 | Min 0%  | Max 50%  |
| Portfolio % > 2 years                | Min 0%  | Max 0%   |

- (e) Market/Credit Risk - consideration shall be given to the risk that the fair value or the future cash flows of an investment will fluctuate due to changes in market prices, or the risk of failure to repay principal or pay interest of in investment;
- (f) Liquidity Risk -
  - (i) Matching investments with cash flow requirements.

- (ii) Ensure access is available within seven (7) days to at least \$500,000 or 5% of value of total investments, whichever is greater.

(g) Counterparty Limits

The following counter party limits will apply under this policy:

| Long Term Rating Range | Short Term Rating Range | Maximum Holding % |
|------------------------|-------------------------|-------------------|
| AAA                    | A-1+                    | 100               |
| AA                     | A-2                     | 100               |
| A                      | A-2                     | 80                |
| BBB                    | A-3                     | 50                |
| Unrated                |                         | 30                |

For the purposes of determining the limits pursuant to this policy, the sum of the cash, cash equivalence (call accounts) and investments held at a point in time shall be considered.

### Performance Benchmarks

The performance of the investment portfolio shall assessed against the industry standard of the 90 day Bank Bill Swap Rate (BBSW) rate for all investments.

### Measurement

As Council holds term deposits only, the value of the investment will generally be its face value at the time of investment.

### Reporting and Responsibilities of Council Officers

- (a) The Responsible Accounting Officer shall be responsible for reconciling the investment register on a monthly basis and ensuring sufficient records are maintained, including:
  - (i) the source and amount of money invested;
  - (ii) particulars of the security or form of investment in which the money was invested;
  - (iii) the term of the investment, and
  - (iv) If appropriate, the rate of interest to be paid, and the amount of money earned, in respect of money invested.
- (b) A monthly report shall be provided to Council, detailing the investment portfolio in terms of performance, investment institution and amount of each investment.
- (c) The report should also detail each average return percentage against the performance benchmark rates.

- (d) For audit purposes, certificates must be obtained from financial institution confirming the amounts of investment held on the council's behalf at 30<sup>th</sup> June each year.
- (e) The documentary evidence must provide Council legal title to the investment.

### **Investment Advisor**

Should council engage an investment advisor, the advisor must be approved by Council and licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy.

The independent advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed.

Council does not currently engage an independent adviser given that the selected investment type is short term deposits of up to 12 months duration. Council does utilise the services of finance brokers who are paid by commissions charged to financial institutions from time to time.

### **Review of Investment Policy**

This policy shall be reviewed annually or if legislative or regulatory changes necessitate earlier amendment.





**Central  
Tablelands  
Water**

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**Water Charges**

**Debt Recovery Policy**

## DOCUMENT CONTROL

| Document Title      |          | Water Charges Debt Recovery Policy      |        |                  |                          |
|---------------------|----------|---|--------|------------------|--------------------------|
| Policy Number       |          | CTW-PR014                               |        |                  |                          |
| Responsible Officer |          | Director Finance and Corporate Services |        |                  |                          |
| Reviewed by         |          |   |        |                  |                          |
| Date Adopted        |          | December 2016                           |        |                  |                          |
| Adopted by          |          | Council                                 |        |                  |                          |
| Review Due Date     |          | February 2023                           |        |                  |                          |
| Revision Number     |          | 3                                       |        |                  |                          |
| Previous Versions   | Date     | Description of Amendments               | Author | Review /Sign Off | Minute No: (if relevant) |
| 1                   | 12/10/16 |   | DFCS   |                  | 16/079                   |
| 2                   | 18/6/21  |   | DFCS   |                  | 21/050                   |
| 3                   | 15/2/23  |   | DFCS   |                  |                          |
|                     |          |   |        |                  |                          |
|                     |          |   |        |                  |                          |

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## Purpose

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

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

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

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## Debt Recovery Policy Statement

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

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

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

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

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## Procedure

### Water Consumption Charges

Charges are set annually by way of the adopted Operational Plan.

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

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

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

**Interest on Overdue Accounts**

Interest is calculated daily on overdue charges at the maximum rate announced by the Minister for Local Government each year in accordance with Section 566 (3) of the Local Government Act, 1993. The rate of interest that applies to overdue charges will be advised in Council's adopted operational plan and advised on each account.

**Tenanted Properties**

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

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

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

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

**Payment Arrangements**

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

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

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

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

**Reminder/Final Notices**

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

The Reminder/Final Notice will provide the customer with the balance outstanding, and will indicate that if the balance remains unpaid, it may result in Council's operator attending the

premises to restrict or disconnect the water supply, and if this should occur an attendance fee will be payable immediately in addition to the outstanding amount. It will also advise the customer of the fees for reconnection or removal of the restriction.

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

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

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

**Council reserves the right to restrict the water supply at any stage of the recovery process.**

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

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

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

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

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

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

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

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

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

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

At any stage in the debt recovery process prior to legal action commencing, an Early-Stage Intervention visit may be made to customers in a compassionate and rational attempt to help them to pay Council, and to help them avoid accumulating unmanageable levels of debt, and to avoid legal action.

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

The letter will transparently explain:

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

The purpose of each visit is to:

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

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

### **Legal Action**

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

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

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

A report detailing all legal action is to be provided to a subsequent Council meeting for notification.

### **Late-Stage Intervention**

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

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

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

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

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

### **Variation**

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

**12.10) 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: Review, update and implement existing maintenance program. – 1.1.4: Undertake regular water meter replacement program. – 1.5: Efficient use of water**RECOMMENDATION:**

That Council note the information in the General Report.

**REPORT****GENERAL REPORT****a) Meter Reading**

The fourth meter read for the 2022-23 financial year commenced 3<sup>rd</sup> April in accordance with CTW's meter reading schedule.

**b) Meter Change Program**

There have been forty-four (44) water meter changes since the previous reporting period.

**c) Water Filtration Plants & associated Ancillary Plants**

Blayney Water Treatment Plant (BWTP) and Carcoar Water Treatment Plant (CWTP) has maintained their full operational performance. BWTP and CWTP Fluoride package plants have both been restored to their full operation early this month. BWTP and CWTP Chlorination package plants have maintained their full operation performance.

**d) Pump Stations**

Cleaning of pump stations listed under general maintenance has continued throughout the supply network over the past months.

**e) Drinking Water Quality**

There have been no reportable incidences of exceeding CTW's Critical Control Points for the delivery of drinking water from CTW's Water Treatment Plants. Upgrades to the Chlorination plants at Gooloogong Bore and Greys Hill Reservoir have been completed.

**f) Trunk Mains**

Ongoing inspections continue to be hampered due to the impacts of weather conditions and restricted staff resources.

**g) Hydrants**

Ongoing inspections and maintenance requirements have continued throughout all towns on the CTW supply network during the previous three months.

**h) Rural Scheme renewals**

No renewals have been undertaken for this 2022-23 financial year.



i) Reticulation main renewals

Limited staffing numbers have hindered progress of the reticulation mains renewal program for Millthorpe.

**BUDGET IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**ATTACHMENTS**

Nil.

**12.11) 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 – 2.1.3: Review and update levels of service and report on performance.

**RECOMMENDATION:**

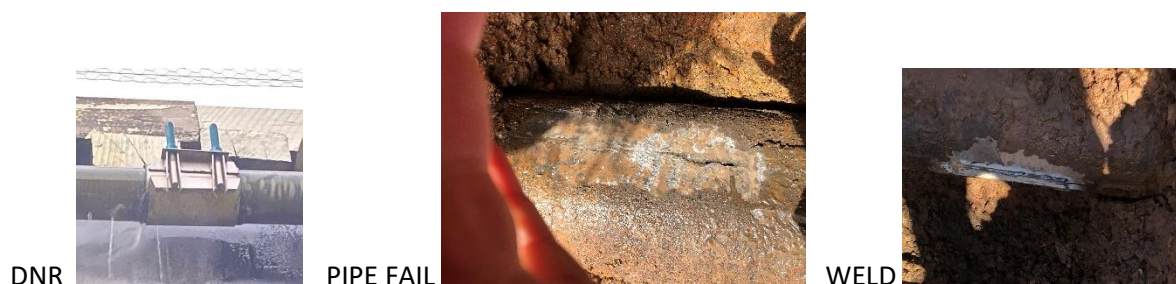
That Council note the information.

**REPORT**

**FROM 1/2/2023 to 31/3/2023**

*a) Main Breaks*

| Location       |                             | Date       | Size / Type   | Comment |
|----------------|-----------------------------|------------|---------------|---------|
| Cudal          | 74 Main St                  | 11/01/2023 | 100mm pipe    | R&RP    |
| Cudal          | Orange Rd – Hazelton's Line | 12/01/2023 | 80mm AC       | DNR     |
| Moorbel        | Mandurama Rd                | 23/01/2023 | 80mm AC       | DNR     |
| Canowindra     | Nyrang Creek                | 07/02/2023 | 100mm PVC     | 2 x DNR |
| Manildra       | Cudal St                    | 12/02/2023 | 100mm AC      | DNR     |
| Canowindra     | No 2 Pit TMC                | 01/03/2023 | 80mm (bypass) | R&RP    |
| Cargo          | Pump station                | 02/03/2023 | 100mm AC      | DNR     |
| Cargo          | Main St                     | 06/03/2023 | 100mm AC      | DNR     |
| Cargo          | Main St                     | 20/02/2023 | 100mm AC      | DNR     |
| Manildra       | Cudal St                    | 18/02/2023 | 100mm AC      | DNR     |
| Eugowra        | TML                         | 21/02/2023 | 100mm AC      | DNR     |
| Nth Canowindra | Traves Lane                 | 03/03/2023 | 100mm         | DNR     |
| Mandurama      | Loquat St                   | 27/03/2023 | 100mm PVC     | R&RP    |
| Blayney        | Carcoar St                  | 25/03/2023 | 100mm SV      | R&RP    |



## Notes

1. CTW Mains (Trunk & Retic) Break score of 14/573km == 2.44/100km.  
Rolling Value across 12mths = 11.69/100km 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 |
|-------------------------|----------------|-----------|-----------|-------------|-------------------|--------------|
|                         | 2020           | 2021      | 2022      | 2023        | % of Total meters |              |
| <b>BLAYNEY</b>          | <b>18</b>      | <b>14</b> | <b>29</b> | <b>13</b>   | <b>0.88%</b>      | <b>1482</b>  |
| BURST METER             | 0              | 0         | 0         | 0           | 0.00%             |              |
| CHECK METER READING     | 2              | 0         | 0         | 1           | 0.07%             |              |
| DIRTY WATER COMPLAINT   | 0              | 3         | 10        | 0           | 0.00%             |              |
| LEAKING HYDRANT         | 0              | 0         | 1         | 0           | 0.00%             |              |
| LEAKING METER           | 6              | 5         | 11        | 2           | 0.14%             |              |
| LEAKING SERVICE         | 1              | 4         | 0         | 2           | 0.14%             |              |
| LOW PRESSURE COMPLAINT  | 0              | 0         | 1         | 1           | 0.07%             |              |
| MAIN BREAK              | 3              | 1         | 4         | 0           | 0.00%             |              |
| MAINTENANCE - GENERAL   | 3              | 0         | 1         | 0           | 0.00%             |              |
| METER NEW / REPLACEMENT | 2              | 1         | 0         | 1           | 0.07%             |              |
| METER NOT SHUTTING OFF  | 0              | 0         | 0         | 6           | 0.41%             |              |
| PATHCOCK FAILURE        | 1              | 0         | 1         | 0           | 0.00%             |              |
| STOP VALVE FAILURE      | 0              | 0         | 0         | 0           | 0.00%             |              |
| Total Complaints = 1    |                |           |           |             |                   |              |

| ACTIVITIES              | PREVIOUS YEARS |           |           | THIS PERIOD |                   | Total Meters |
|-------------------------|----------------|-----------|-----------|-------------|-------------------|--------------|
|                         | 2020           | 2021      | 2022      | 2023        | % of Total meters |              |
| <b>CANOWINDRA</b>       | <b>16</b>      | <b>13</b> | <b>13</b> | <b>29</b>   | <b>1.96%</b>      | <b>1141</b>  |
| CHECK METER READING     | 1              | 0         | 1         | 3           | 0.20%             |              |
| DIRTY WATER COMPLAINT   | 0              | 0         | 1         | 0           | 0.00%             |              |
| LEAKING METER           | 1              | 5         | 3         | 5           | 0.34%             |              |
| LEAKING SERVICE         | 8              | 6         | 4         | 9           | 0.61%             |              |
| LOW PRESSURE COMPLAINT  | 1              | 0         | 2         | 1           | 0.07%             |              |
| MAIN BREAK              | 4              | 1         | 0         | 5           | 0.34%             |              |
| MAINTENANCE - GENERAL   | 0              | 0         | 2         | 2           | 0.14%             |              |
| METER NEW / REPLACEMENT | 1              | 1         | 0         | 0           | 0.00%             |              |
| METER NOT SHUTTING OFF  | 0              | 0         | 0         | 1           | 0.07%             |              |
| PATHCOCK FAILURE        | 0              | 0         | 0         | 1           | 0.07%             |              |
| NO WATER COMPLAINT      | 0              | 0         | 0         | 2           | 0.14%             |              |
| Total Complaints = 3    |                |           |           |             |                   |              |

| ACTIVITIES             | PREVIOUS YEARS |          |          | THIS PERIOD |                   | Total Meters |
|------------------------|----------------|----------|----------|-------------|-------------------|--------------|
|                        | 2020           | 2021     | 2022     | 2023        | % of Total meters |              |
| <b>CARCOAR</b>         | <b>2</b>       | <b>1</b> | <b>2</b> | <b>0</b>    | <b>0.00%</b>      | <b>134</b>   |
| CHECK METER READING    | 0              | 0        | 0        | 1           | 0.07%             |              |
| LEAKING SERVICE        | 0              | 0        | 1        | 0           | 0.00%             |              |
| MAIN BREAK             | 2              | 0        | 1        | 0           | 0.00%             |              |
| METER NOT SHUTTING OFF | 0              | 1        | 0        | 0           | 0.00%             |              |
| NO WATER COMPLAINT     | 0              | 0        | 0        | 0           | 0.00%             |              |
| Total Complaints = 0   |                |          |          |             |                   |              |

| ACTIVITIES              | PREVIOUS YEARS |          |          | THIS PERIOD |                   | Total Meters |
|-------------------------|----------------|----------|----------|-------------|-------------------|--------------|
|                         | 2020           | 2021     | 2022     | 2023        | % of Total meters |              |
| <b>CARGO</b>            | <b>2</b>       | <b>3</b> | <b>1</b> | <b>4</b>    | <b>0.27%</b>      | <b>164</b>   |
| LEAKING METER           | 0              | 1        | 1        | 1           | 0.07%             |              |
| LEAKING SERVICE         | 0              | 0        | 0        | 3           | 0.20%             |              |
| MAIN BREAK              | 0              | 0        | 0        | 0           | 0.00%             |              |
| NO WATER COMPLAINT      | 0              | 0        | 0        | 0           | 0.00%             |              |
| METER NEW / REPLACEMENT | 2              | 2        | 0        | 0           | 0.00%             |              |
| Total Complaints = 0    |                |          |          |             |                   |              |

| ACTIVITIES              | PREVIOUS YEARS |          |          | THIS PERIOD |                   | Total Meters |
|-------------------------|----------------|----------|----------|-------------|-------------------|--------------|
|                         | 2020           | 2021     | 2022     | 2023        | % of Total meters |              |
| <b>CUDAL</b>            | <b>6</b>       | <b>0</b> | <b>6</b> | <b>9</b>    | <b>0.61%</b>      | <b>233</b>   |
| LEAKING METER           | 2              | 0        | 3        | 6           | 0.41%             |              |
| LEAKING SERVICE         | 1              | 0        | 3        | 0           | 0.00%             |              |
| MAIN BREAK              | 1              | 0        | 0        | 1           | 0.07%             |              |
| MAINTENANCE – GENERAL   | 0              | 0        | 0        | 2           | 0.14%             |              |
| METER NEW / REPLACEMENT | 2              | 0        | 0        | 0           | 0.00%             |              |
| PATHCOCK FAILURE        | 0              | 0        | 0        | 0           | 0.00%             |              |
| Total Complaints = 0    |                |          |          |             |                   |              |

| ACTIVITIES          | PREVIOUS YEARS |          |          | THIS PERIOD |                   | Total Meters |
|---------------------|----------------|----------|----------|-------------|-------------------|--------------|
|                     | 2020           | 2021     | 2022     | 2023        | % of Total meters |              |
| <b>EUGOWRA</b>      | <b>9</b>       | <b>2</b> | <b>9</b> | <b>15</b>   | <b>1.01%</b>      | <b>386</b>   |
| CHECK METER READING | 0              | 1        | 0        | 3           | 0.20%             |              |
| LEAKING HYDRANT     | 0              | 0        | 0        | 1           | 0.07%             |              |
| LEAKING METER       | 1              | 1        | 1        | 3           | 0.20%             |              |

|                         |   |   |   |   |       |  |
|-------------------------|---|---|---|---|-------|--|
| LEAKING SERVICE         | 4 | 0 | 1 | 4 | 0.27% |  |
| LOW PRESSURE COMPLAINT  | 1 | 0 | 0 | 0 | 0.00% |  |
| MAIN BREAK              | 0 | 0 | 1 | 1 | 0.07% |  |
| MAINTENANCE – GENERAL   | 0 | 0 | 2 | 1 | 0.07% |  |
| METER NEW / REPLACEMENT | 0 | 0 | 3 | 0 | 0.00% |  |
| METER NOT SHUTTING OFF  | 2 | 0 | 0 | 1 | 0.07% |  |
| NO WATER COMPLAINT      | 0 | 0 | 0 | 1 | 0.07% |  |
| QUALITY COMPLAINT       | 1 | 0 | 1 | 0 | 0.00% |  |
| Total Complaints = 1    |   |   |   |   |       |  |

| ACTIVITIES              | PREVIOUS YEARS |           |           | THIS PERIOD |                   | Total Meters |
|-------------------------|----------------|-----------|-----------|-------------|-------------------|--------------|
|                         | 2020           | 2021      | 2022      | 2023        | % of Total meters |              |
| <b>GRENFELL</b>         | <b>24</b>      | <b>18</b> | <b>14</b> | <b>15</b>   | <b>1.01%</b>      | <b>1349</b>  |
| BURST METER             | 0              | 0         | 1         | 0           | 0.00%             |              |
| CHECK METER READING     | 3              | 1         | 1         | 1           | 0.07%             |              |
| CUSTOMER DAMAGED METER  | 0              | 0         | 1         | 0           | 0.00%             |              |
| DIRTY WATER COMPLAINT   | 1              | 0         | 0         | 1           | 0.07%             |              |
| HYDRANT LEAKING         | 0              | 0         | 1         | 0           | 0.00%             |              |
| LEAKING METER           | 3              | 3         | 3         | 5           | 0.34%             |              |
| LEAKING SERVICE         | 10             | 5         | 2         | 7           | 0.47%             |              |
| LOW PRESSURE COMPLAINT  | 0              | 3         | 3         | 0           | 0.00%             |              |
| MAIN BREAK              | 1              | 1         | 0         | 0           | 0.00%             |              |
| MAINTENANCE – GENERAL   | 2              | 1         | 1         | 0           | 0.00%             |              |
| METER NEW / REPLACEMENT | 1              | 2         | 0         | 0           | 0.00%             |              |
| METER NOT SHUTTING OFF  | 0              | 1         | 1         | 0           | 0.00%             |              |
| NO WATER COMPLAINT      | 1              | 0         | 0         | 0           | 0.00%             |              |
| PATHCOCK FAILURE        | 0              | 0         | 1         | 0           | 0.00%             |              |
| QUALITY COMPLAINT       | 2              | 0         | 0         | 1           | 0.07%             |              |
| STOP VALVE FAILURE      | 0              | 1         | 0         | 0           | 0.00%             |              |
| Total Complaints = 2    |                |           |           |             |                   |              |

| ACTIVITIES             | PREVIOUS YEARS |          |          | THIS PERIOD |                   | Total Meters |
|------------------------|----------------|----------|----------|-------------|-------------------|--------------|
|                        | 2020           | 2021     | 2022     | 2023        | % of Total meters |              |
| <b>LYNDHURST</b>       | <b>2</b>       | <b>3</b> | <b>1</b> | <b>0</b>    | <b>0.00%</b>      | <b>158</b>   |
| CHECK METER READING    | 1              | 1        | 0        | 0           | 0.00%             |              |
| DIRTY WATER COMPLAINT  | 0              | 1        | 0        | 0           | 0.00%             |              |
| LEAKING METER          | 0              | 0        | 0        | 0           | 0.00%             |              |
| LOW PRESSURE COMPLAINT | 0              | 0        | 0        | 0           | 0.00%             |              |
| MAINTENANCE – GENERAL  | 1              | 1        | 0        | 0           | 0.00%             |              |
| NO WATER COMPLAINT     | 0              | 0        | 1        | 0           | 0.00%             |              |

|                      |
|----------------------|
| Total Complaints = 0 |
|----------------------|

| ACTIVITIES             | PREVIOUS YEARS |          |          | THIS PERIOD |                   | Total Meters |
|------------------------|----------------|----------|----------|-------------|-------------------|--------------|
|                        | 2020           | 2021     | 2022     | 2023        | % of Total meters |              |
| <b>MANDURAMA</b>       | <b>3</b>       | <b>2</b> | <b>2</b> | <b>4</b>    | <b>0.27%</b>      | <b>134</b>   |
| CHECK METER READING    | 0              | 1        | 0        | 0           | 0.00%             |              |
| LEAKING METER          | 0              | 0        | 0        | 3           | 0.20%             |              |
| LEAKING SERVICE        | 2              | 0        | 1        | 0           | 0.00%             |              |
| LOW PRESSURE COMPLAINT | 0              | 0        | 0        | 0           | 0.00%             |              |
| MAIN BREAK             | 1              | 0        | 0        | 0           | 0.00%             |              |
| MAINTENANCE – GENERAL  | 0              | 1        | 0        | 1           | 0.07%             |              |
| NO WATER COMPLAINT     | 0              | 0        | 1        | 0           | 0.00%             |              |
| Total Complaints = 0   |                |          |          |             |                   |              |

| ACTIVITIES              | PREVIOUS YEARS |          |          | THIS PERIOD |                   | Total Meters |
|-------------------------|----------------|----------|----------|-------------|-------------------|--------------|
|                         | 2020           | 2021     | 2022     | 2023        | % of Total meters |              |
| <b>MANILDRA</b>         | <b>3</b>       | <b>1</b> | <b>2</b> | <b>4</b>    | <b>0.27%</b>      | <b>280</b>   |
| LEAKING METER           | 1              | 0        | 0        | 0           | 0.00%             |              |
| LEAKING SERVICE         | 0              | 1        | 1        | 2           | 0.14%             |              |
| LOW PRESSURE COMPLAINT  | 0              | 0        | 1        | 0           | 0.00%             |              |
| HYDRANT LEAKING         | 0              | 0        | 0        | 1           | 0.07%             |              |
| MAIN BREAK              | 0              | 0        | 0        | 0           | 0.00%             |              |
| METER NEW / REPLACEMENT | 1              | 0        | 0        | 1           | 0.07%             |              |
| QUALITY COMPLAINT       | 1              | 0        | 0        | 0           | 0.00%             |              |
| Total Complaints = 0    |                |          |          |             |                   |              |

| ACTIVITIES             | PREVIOUS YEARS |          |          | THIS PERIOD |                   | Total Meters |
|------------------------|----------------|----------|----------|-------------|-------------------|--------------|
|                        | 2020           | 2021     | 2022     | 2023        | % of Total meters |              |
| <b>MILLTHORPE</b>      | <b>18</b>      | <b>3</b> | <b>4</b> | <b>3</b>    | <b>0.20%</b>      | <b>459</b>   |
| BURST METER            | 0              | 0        | 0        | 0           | 0.00%             |              |
| CHECK METER READING    | 2              | 0        | 0        | 1           | 0.07%             |              |
| LEAKING METER          | 3              | 0        | 1        | 0           | 0.00%             |              |
| LEAKING SERVICE        | 2              | 1        | 1        | 0           | 0.00%             |              |
| LOW PRESSURE COMPLAINT | 1              | 0        | 0        | 1           | 0.07%             |              |
| DIRTY WATER COMPLAINT  | 0              | 0        | 0        | 1           | 0.07%             |              |
| MAIN BREAK             | 2              | 2        | 0        | 0           | 0.00%             |              |
| MAINTENANCE - GENERAL  | 1              | 0        | 1        | 0           | 0.00%             |              |

|                      |   |   |   |   |       |  |
|----------------------|---|---|---|---|-------|--|
| QUALITY COMPLAINT    | 7 | 0 | 1 | 0 | 0.00% |  |
| Total Complaints = 2 |   |   |   |   |       |  |

| ACTIVITIES             | PREVIOUS YEARS |      |      | THIS PERIOD |                   | Total Meters |
|------------------------|----------------|------|------|-------------|-------------------|--------------|
|                        | 2020           | 2021 | 2022 | 2023        | % of Total meters |              |
| QUANDIALLA             | 1              | 0    | 0    | 2           | 0.07%             | 100          |
| METER NOT SHUTTING OFF | 0              | 0    | 0    | 1           | 0.07%             |              |
| LEAKING SERVICE        | 1              | 0    | 0    | 1           | 0.07%             |              |
| Total Complaints = 0   |                |      |      |             |                   |              |

|                                   |            |           |           |           |              |             |
|-----------------------------------|------------|-----------|-----------|-----------|--------------|-------------|
| <b>TOTAL ACROSS CTW TOWNSHIPS</b> | <b>104</b> | <b>60</b> | <b>83</b> | <b>98</b> | <b>1.63%</b> | <b>6020</b> |
|-----------------------------------|------------|-----------|-----------|-----------|--------------|-------------|

## Notes:

1. Comparison values listed each year use data from the period covering the same months of the year i.e. February to April
2. Total Meters is the number of meters connected to properties.
3. CTW complaint rolling value score across 12mths == 7.14, which is slightly higher than the 2017/18 NSW State median of 5.0 complaints/1000 connections.
4. CTW Total Service Activities and Requests score == 1.63%, which is below CTW benchmark of 5% across all townships.

c) *Lake Rowlands*

The current level of Lake Rowlands Dam is 93% (20.4.23) with the Dam's scour valve fully shut.

d) *Water Services*

Since 1<sup>st</sup> February 2023, there have been an additional nine (9) new domestic water services connected to, and one (1) water meter disconnected from 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.

**12.12) 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**

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

1. **Woodstock Pump Station** - “Wet” commissioning tests to prove the operation of the new pump station has been planned for May 2023.
2. **Centroc Water Grid Pipeline** - CTW, in conjunction with Parkes and Forbes Shire Councils, continues to await feedback from DPE Water on the Centroc Water Grid Pipeline project’s draft final business case.
3. **12 ML Clear Water Tank (CWT)** – CTW and the major contractor Leed Construction (Leed) have reached the 100% design milestone. Leed’s progress has been hampered resulting from unsuitable ground conditions located at the northern end of the reservoirs ring beam requiring a variation of works. Cost of this variation has not been reflected in the below Budget Implications table as final Invoice has yet to be received by CTW. Leed have advised CTW of a delay due to concrete test batching shrinkage outcomes. As a result, the project completion date has been revised for December 2023.

**BUDGET IMPLICATIONS**

|                  |                     |   |        |                      |
|------------------|---------------------|---|--------|----------------------|
| Project          |                     | Woodstock Pump Station                    |        |                      |
| Approved Budget  |                     | \$806,703 (includes \$63,886 contingency) |        |                      |
| Project End date |                     | June 2023                                 |        |                      |
| Revised Budget   | Expenditure to date | Projected (*)                             | Total  | Remaining Funds (**) |
| \$806k           | \$669k              | \$51k                                     | \$720k | \$86k                |

|                  |                     |  |          |                 |
|------------------|---------------------|--|----------|-----------------|
| Project          |                     | 12ML CWT D&C contract                  |          |                 |
| Approved Budget  |                     | \$3,985k (includes \$353k contingency) |          |                 |
| Project End date |                     | Dec 2023                               |          |                 |
| Revised Budget   | Expenditure to date | Projected (***)                        | Total    | Remaining Funds |
| \$3,985k         | \$404k              | \$3,446k                               | \$3,850k | \$135k          |

Note: (\*) Projected costs include 1-2 weeks of commissioning.

(\*\*) Remaining funds will be available for CTW’s 12ML CWT project.

(\*\*\*) Projected costs include ancillary earthworks & Pre Chlorine injection. The values do not include the variation works described above.



**POLICY IMPLICATIONS**

Nil

**ATTACHMENTS**

Nil.

**12.13) RENEWABLE ENERGY PROJECTS UPDATE (ET.SP.2)**

**Author:** Director Operations & Technical Services  
**IP&R Link:** Strategic Priority 2: An efficient, sustainable and customer focused organisation – Strategic Priority 3: Regional leadership and collaboration – 3.1: Regional collaboration and partnerships – 3.1.2: Participate in CNSWJO opportunities for relevant joint procurement activities, knowledge and resource sharing, and advocacy for strategic regional priorities. – Strategic Priority 1: Provide a high quality and reliable drinking water supply – 1.1: Service provision through fit for purpose infrastructure – 1.1.1: Deliver capital works program based on asset management data. – 1.4: Mitigate environmental impacts of service delivery – 1.4.2: Review and update Renewable Energy Action Plan (REAP) including solar and battery optimisation projects. – 1.4.3: Continue to review operational processes with the objective of further mitigating environmental impacts.

**RECOMMENDATION:**

That Council note the update report for the renewable energy projects.

**REPORT**

In following with CTW's staged approach to assist with renewable energy opportunities, the Central NSW Joint Organisation (CNSWJO), on behalf of Central Tablelands Water, facilitated a formal Request for Tender (RFT) process for - Supply and installation of Solar PV systems for Carcoar Water Treatment Plant (CWTP) and Canomodine Pump Station (CPS) sites.

The successful tenderer Redfern Power Solutions Pty Ltd t/a NSW Country Solar. (NSW-CS), has installed the Solar Panel supporting posts at both sites as well as running electrical conduits at CPS.

The project is on track to meet the Project end date of June 2023.

**BUDGET IMPLICATIONS**

|  |                     |   |          |                     |
|--|---------------------|---|----------|---------------------|
| Project                                  |                     | Stage 1 - CWTP and CPS Renewable Energy         |          |                     |
| Approved Budget (Operational Plan 22/23) |                     | \$360k from \$500k (includes \$30k contingency) |          |                     |
| Project End date                         |                     | June 2023                                       |          |                     |
| Revised Budget                           | Expenditure to date | Projected remaining costs                       | Total    | Contingency Funds * |
| \$360k                                   | \$211.7k            | \$131.2k  | \$342.9k | \$17k               |

Note: \* Topsoil supplied & spread across CWTP solar site to assist with future maintenance of site.

**POLICY IMPLICATIONS**

Nil.

**ATTACHMENTS**

Nil.

**13. QUESTIONS ON NOTICE**

(General Manager)

No questions on notice were received.

**ATTACHMENTS**

Nil