



**Central
Tablelands
Water**

Business Paper

**Ordinary Meeting of
Central Tablelands Water**

16 August 2023

Blayney



Saturday, 12 August 2023

Notice to Members

Your attendance is requested at an Ordinary Meeting of Council to be held at the Darrell Sligar Centre, Blayney on Wednesday, 16 August 2023 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 16 AUGUST 2023

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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 – 3.1:
Regional collaboration and partnerships – 3.2: Regional Leadership in
the Water Sector

RECOMMENDATION:

That Council note the report regarding the LGNSW Water Management Conference 2023.

REPORT

The Chairman, Deputy Chairman, Cr Cook, Cr Nash (representing Cabonne Council) and the General Manager attended the 2023 LGNSW Water Management Conference in Parkes from 26 June to 28 June 2023.

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. It also assists delegates to learn about the latest technical innovations and to share best practice knowledge in water governance and management.

The conference opening address was given by the LGNSW Chief Executive, Scott Phillips, followed by pre-recorded messages from the Federal Minister for the Environment and Water, Tanya Plibersek MP, and NSW Minister for Water, Rose Jackson MLC. The NSW Shadow Minister for Water, Steph Cooke MP also attended and addressed delegates at the conference, emphasising her commitment to supporting local water utilities and the importance of utilities remaining under local government ownership.

Conference program highlights included presentations and discussions on the following:

- maintaining water and sewer services during a major flood;
- managing drinking water during extreme events;
- exploring the pros and cons of dam infrastructure for water supply and flood mitigation, versus the impact dams have on surrounding land, ecosystems, and local communities;
- cybersecurity issues facing local water utilities;
- climate variability and change in NSW; and
- site visits to the state-of-the-art infrastructure at Parkes Shire Council, including the Water Treatment Plant, Wastewater Treatment Plant, Recycled Water Treatment Plant, and the Akuna Road Wetlands, rehabilitated maturation ponds that are now a thriving wetland system supporting a diverse range of native flora and fauna.

The conference was also a great opportunity to network with fellow water industry colleagues and see the latest technology in water management.

Goulburn Mulwaree Council will be hosting the 2024 LGNSW Water Management Conference.

BUDGET IMPLICATIONS

Operational Plan 22/23

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.2) LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2023 (CM.CF.1)

Author: General Manager
IP&R Link: Strategic Priority 3: Regional leadership and collaboration – 3.1: Regional collaboration and partnerships – 3.2: Regional Leadership in the Water Sector – 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.

RECOMMENDATION:

That Council:

1. Note the report, and
2. Give approval for the Chairperson, Deputy Chairperson, General Manager and any other interested councillor(s) to attend the 2023 Local Government NSW Annual Conference in Sydney, from 12 to 14 November 2023.

REPORT

The Local Government NSW Annual Conference is to be held at the Rosehill Gardens Racecourse in Sydney from Sunday 12 November to Tuesday 14 November 2023.

Central Tablelands Water is an associate member of Local Government NSW (LGNSW). LGNSW is an independent organisation that exists to serve the interests of New South Wales general and special purpose councils.

LGNSW's objective is to strengthen and protect an effective, democratic system of Local Government across NSW by supporting and advocating on behalf of member councils and delivering a range of relevant, quality services.

This Conference is the annual policy-making event for NSW general-purpose councils, associate members and the NSW Aboriginal Land Council. It is the pre-eminent event of the local government year where local councillors come together to share ideas, debate issues, and work towards a better future in a post-COVID NSW.

All NSW councils, regional, country and metropolitan, meet from across the state, inclusive of mayors, councillors, general managers and senior staff.

In past years, the Chairperson, Deputy Chairperson, Councillors and General Manager have attended the annual LGNSW Conference, and it is expected that Council would again be represented at the 2023 Annual Conference of LGNSW.

As early bird registrations for this conference close on 28 September, the general manager is seeking interest from those councillors who would like to attend the conference. By completing the conference registrations early, a saving of \$330 per registration can be achieved.

Further information regarding the conference program is available via the following link:
<https://lgnswconference.org.au/program/>.

BUDGET IMPLICATIONS

Operational Plan FY23/24.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil

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

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

RECOMMENDATION:

That Council note the Delivery Program 2022-2026 progress report as at June 2023.

REPORT

This report relates to and provides information regarding Council's progress in achieving the strategic outcomes prescribed in Council's Integrated Planning and Reporting Delivery Program 2022-2026. It provides information on the performance of Council's strategic objectives in a streamlined summary aligned directly with Council's Delivery Program 2022-2026.

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

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

A copy of the Delivery Program Progress Report as at June 2023 is attached for information.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS






1  Delivery Program Progress Report as at June 2023 8 Pages

CTW DELIVERY PROGRAM PROGRESS REPORT AS AT JUNE 2023





Traffic Lights Progress Key Indicator:

-  Not due to commence
-  Completed
-  Progressing
-  Not Progressing







STRATEGIC PRIORITY 1**PROVIDING A HIGH QUALITY AND RELIABLE DRINKING WATER SUPPLY**

KEY RESULT AREA – 1.1 SERVICE PROVISION THROUGH FIT FOR PURPOSE INFRASTRUCTURE								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
1.1.1	Deliver capital works program based on asset management data.	Capital works milestones delivered	x	x	x	x	The Capital Works program is progressing. Stage 1 Reticulation mains renewals in Millthorpe and Canowindra are complete. Stage 2 Reticulation mains renewals are now progressing. Carcoar Water Treatment Plant's 12ML Clear Water Tank concrete ringbeam and base was poured in July and concrete pours for 28 wall sections to continue over the next 3 weeks. Tidyup works for Woodstock Pump Station will be completed in September/October. Canomodine Pump Station refurbishment is awaiting installation of internal pipework and external cladding to be completed.	
1.1.2	Review, update and implement maintenance program.	Maintenance program is delivered	x	x	x	x	CTW develops a maintenance program based on operational needs and asset condition on an annual basis.	
1.1.3	Develop and implement backflow prevention program.	Program is in place	x	x	x	x	Program is being finalised. Backflow devices have been fitted with QR coded tags to enable and give advanced warning of 12 month testing requirement.	
1.1.4	Undertake regular water meter replacement program.	Program is in place	x	x	x	x	Meter replacement program when the meter is above 7,500 kL is ongoing. Smart meters are being rolled out into areas of safety concerns i.e. 100km zones etc.	
1.1.5	Consider potential use of CTW's existing underutilised groundwater sources.	Water quality analysis undertaken.			x		To be delivered in FY24/25.	



CTW DELIVERY PROGRAM PROGRESS REPORT AS AT JUNE 2023

KEY RESULT AREA – 1.2 ENSURE COMPLIANCE WITH REGULATION								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
1.2.1	Review and update CTW's Drinking Water Management System (DWMS).	DWMS updated in accordance with NSW Health DWMS guidelines.	x	x	x	x	Drinking Water Management System is reviewed and updated on an annual basis. An independently facilitated workshop was held in November 2022 with CTW's Water Quality staff and Senior Management to review the current DWMS. A strategic Water Treatment and DWMS workshop for the CTW Board is being arranged for October/November 2023.	
1.2.2	Inform and involve our customers and regulators about projects, programs and other activities.	Issuing of media releases and notification via social media. Performance monitoring reporting.	x	x	x	x	Notification regarding projects and programs are provided via CTW's website, facebook page, public notices in local newspapers, newsletters, householder pamphlets, local radio and television.	
1.2.3	Undertake strategic reviews of water treatment facilities.	Reviews completed	x				An independently facilitated workshop was held in late November 2022 with CTW's Water Quality staff, Senior Management, NSW Health and DPE Water to review the current water treatment facilities. A strategic Water Treatment and DWMS workshop for the CTW Board is being arranged for October/November 2023.	
1.2.4	Undertake regular water sampling programs in accordance with NSW Health DWMS guidelines.	Program ongoing with NSW Health DWMS.	x	x	x	x	Council has an extensive water quality sampling program in place which enables Council to meet regulatory water quality compliance requirements.	

CTW DELIVERY PROGRAM PROGRESS REPORT AS AT JUNE 2023





KEY RESULT AREA – 1.3 BEST PRACTICE ASSET MANAGEMENT								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
1.3.1	Assets are managed strategically, using whole of life methodology to improve delivery of services and financial management	Asset management system in place	x	x	x	x	Revised Asset Management Plan adopted in June 2022.	
1.3.2	Review and update Integrated Water Cycle Management Plan (IWCM) in accordance with applicable regulatory best practice guidelines.	IWCM reviewed, updated and implemented in accordance with guidelines		x			CTW is participating in the CNSWJO Pilot IP&R project for the potential transition from IWCM Planning to the IP&R framework for Local Water Utilities strategic planning.	
1.3.3	Review and update strategic business plan (SBP) in accordance with applicable regulatory best practice guidelines.	SBP reviewed and updated in accordance with applicable regulatory guidelines.	x				CTW is participating in the CNSWJO Pilot IP&R project for the potential transition from IWCM Planning to the IP&R framework for Local Water Utilities strategic planning.	
KEY RESULT AREA – 1.4 MITIGATE ENVIRONMENTAL IMPACTS OF SERVICE DELIVERY								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
1.4.1	Develop and implement a catchment management plan for Lake Rowlands.	Catchment management plan has been developed and implemented.	x	x			CTW will work in conjunction with Water Infrastructure NSW (WINSW) and the Belubula Water Security Project (BWSP) team to develop a catchment management plan for Lake Rowlands. This is to be completed over FYs 22/23 & 23/24. The BWSP is currently under review by the NSW government.	
1.4.2	Review and update Renewable Energy Action Plan (REAP) including solar and battery optimisation projects.	REAP reviewed and updated. Renewable energy projects delivered.	x		x		SMT are continuing to work with industry experts and the CNSWJO with a focus on solar and storage sites. Solar works have been commissioned at Canomodine Pump Station and Carcoar Water Treatment Plant sites allowing assessment of their performance to guide CTW to provide further recommendations of future installations within CTW's network.	
1.4.3	Continue to review operational processes with the objective of further mitigating environmental impacts.	Evidence of continuous improvement. Operational process efficiencies realised.	x	x	x	x	CTW's operational processes will continue to be reviewed to mitigate environmental impacts. Recommendations resulting from DPE inspections i.e. Chlorine injection system upgrades to Quandialla, Greys Hill, TM'L' Booster and Gooloogong Bore sites have been implemented.	

CTW DELIVERY PROGRAM PROGRESS REPORT AS AT JUNE 2023






KEY RESULT AREA – 1.5 EFFICIENT USE OF WATER								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
1.5.1	Provide customers with regular and current information regarding how to use water wisely.	Number of water wise updates issued via social media and newsletters.	x	x	x	x	Water saving and monitoring measures are provided via CTW's website, newsletters, television advertising and Smart Water Mark.	
1.5.2	Develop and promote a source to tap educational program for schools in the water supply area.	Number of schools the educational program is delivered to in the supply area.	x	x	x	x	Source to tap educational program options are to be discussed with Smart Water Mark as part of membership. CTW water bottles are being rolled-out to all Primary Schools in the CTW supply area. This roll-out is to commence in August 2023.	

STRATEGIC PRIORITY 2








AN EFFICIENT, SUSTAINABLE AND CUSTOMER FOCUSED ORGANISATION

KEY RESULT AREA – 2.1 QUALITY CUSTOMER SERVICE								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
2.1.1	Review and update community/stakeholder engagement strategy.	Strategy has been reviewed and updated	x		x		A Community Engagement Strategy was adopted by Council in December 2020. This existing strategy will be reviewed over the next 6 months.	
2.1.2	Undertake customer satisfaction survey.	Survey is completed and feedback being used to improve performance	x				Customer satisfaction survey completed by independent research company in March 2019. The next customer satisfaction survey will be conducted during November/December 2023.	
2.1.3	Review and update levels of service and report on performance.	Levels of services reviewed and updated. Regular reporting of performance.	x	x	x	x	DPE Water LWU Annual Performance Monitoring reporting to be completed by the end of September 2023. Reporting templates for 22/23 have been provided by DPE Water for input. A capability review of CTW's Asset Software System to enable monitoring and reporting of CTW's LOS is currently underway.	
2.1.4	Provide regular updates to stakeholders and customers regarding projects and works	Number of updates issued via social media and newsletters.	x	x	x	x	Updates regarding CTW projects and works will continue to be provided via CTW's website, Facebook page and newsletters.	

CTW DELIVERY PROGRAM PROGRESS REPORT AS AT JUNE 2023







KEY RESULT AREA – 2.2 SOUND FINANCIAL MANAGEMENT								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
2.2.1	Review and update long term financial plan (LTFP).	LTFP reviewed and updated annually	x	x	x	x	LTFP adopted June 2023. Reviews are undertaken during the Quarterly Budget Review process.	
2.2.2	Review schedule of fees and charges as part of the annual operational plan development for endorsement and adoption by council.	Annual Fees & Charges adopted by Council.	x	x	x	x	2023/24 Fees & Charges adopted June 2023. A review of the annual fees and charges for FY24/25 to be undertaken in March/April.	
2.2.3	Collaborate with constituent councils in the review and update of the Development Servicing Plan (DSP) in accordance with applicable guidelines.	DSP review and update completed in accordance with guidelines. DSP implemented.				x	To be reviewed and updated in 25/26.	
2.2.4	Explore additional revenue stream opportunities.	New income identified	x	x	x	x	Additional revenue stream opportunities explored on a continuous basis.	
2.2.5	Secure grant funding where available to support the delivery and development of services and infrastructure.	Grant funding applications successful	x	x	x	x	Grant funding opportunities continue to be advocated for where available. CTW's Main Artery Pipeline Augmentation project proposal is currently being reviewed by the Safe & Secure Water Program with notification expected in September 2023. Disaster recovery funding is also being sought following the recent devastating floods in the region.	

CTW DELIVERY PROGRAM PROGRESS REPORT AS AT JUNE 2023



KEY RESULT AREA – 2.3 CONTINUOUS IMPROVEMENT WHILST MANAGING RISK								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
2.3.1	Manage the risk management framework including the risk register.	Framework is in place and risk register regularly reviewed and updated.	x	x	x	x	Risk management framework and register are regularly reviewed and updated prior to Audit Risk and Improvement Committee (ARIC) meetings.	
2.3.2	Review and update Business Continuity Plan (BCP).	BCP reviewed and updated in consultation with insurers.		x		x	The BCP is to reviewed and updated in 23/24.	
2.3.3	Review and update internal audit plan in consultation with the Audit Risk and Improvement Committee (ARIC).	Internal Audit Plan adopted by ARIC. Internal Audits undertaken in accordance with the Plan.	x	x	x	x	Internal audit plan to be reviewed and updated in consultation with ARIC.	
2.3.4	Review and update CTW's Work, Health & Safety (WHS) policy and procedures in accordance with WHS legislation.	WHS policy and procedures updated and implemented.	x	x	x	x	CTW's WHS policy and procedures are continuously reviewed and updated in consultation with CTW staff.	
KEY RESULT AREA – 2.4 A CAPABLE AND MOTIVATED WORKFORCE								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
2.4.1	Review, update and implement CTW's Workforce Management Strategy.	Strategy reviewed, updated and implemented.		x		x	CTW's Workforce Management Strategy 2022-2026 was adopted by Council in June 2022. The strategy is to be reviewed in 23/24 with a key focus on succession planning due to future retirements of senior staff.	
2.4.2	Provide staff with professional development opportunities to meet future needs.	Professional development needs identified in consultation with staff.	x	x	x	x	Professional development opportunities to be discussed and agreed during staff performance appraisals, or as training opportunities or needs arise.	
2.4.3	Develop capability and innovate with technological advances in the field.	Technology used in the field, operational efficiencies realised.	x	x	x	x	Technological advances in the field continue to be explored as they become available. This includes areas such as mapping infrastructure (GIS), meter reading, telemetry, etc.	

CTW DELIVERY PROGRAM PROGRESS REPORT AS AT JUNE 2023
STRATEGIC PRIORITY 3

REGIONAL LEADERSHIP AND COLLABORATION

KEY RESULT AREA – 3.1 REGIONAL COLLABORATION AND PARTNERSHIPS								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
3.1.1	Work closely with Central NSW Joint Organisation (CNSWJO) including the Water Utilities Alliance (CWUA) for the continued delivery of safe and secure quality drinking water for the region.	Active participant of the CNSWJO and CWUA.	x	x	x	x	The Chairperson and General Manager attend Central NSWJO (CNSWJO) Board Meetings. The GM attends CNSWJO GMAC Meetings. DFCS attends CNSWJO HR Meetings. The GM or DOTS attend CNSWJO WUA Meetings. CTW Staff participate in joint CNSWJO Projects and training when applicable to CTW. Recent joint procurement and training activities includes: employee assistance program contract, renewable energy projects, IP&R training, and Water Loss Management training.	
3.1.2	Participate in CNSWJO opportunities for relevant joint procurement activities, knowledge and resource sharing, and advocacy for strategic regional priorities.	Opportunities identified, considered and pursued.	x	x	x	x	CTW continues to work with constituent councils to encourage growth in the region. Subdivisions in constituent council areas have increased over the past 2 years with more planned for the future.	
3.1.3	Collaborate with and support constituent councils to attract residential, commercial and industrial growth to the region.	Growth in constituent councils is increased.	x	x	x	x	CTW in collaboration with Cabonne and Orange City Council as well as DPE Water continue to participate in the Sub-Regional Town Water Strategy (SRTWS) study. The purpose of the study is to provide additional water security and resilience to the participating councils and neighbouring local water utilities. CTW is also working in collaboration with Parkes and Forbes Shire Councils in the development of the Centroc Water Grid Project to further strengthen water security for the region.	
3.1.4	Consider further regional water security pipeline linkages to form a Central-West water grid.	Grant funding approved and project(s) commenced.	x	x	x	x	CTW are currently in the process of finalising water supply agreements (WSAs) with our existing interconnecting local water utilities. These WSAs are expected to be finalised in 23/24.	
3.1.5	Reach agreement with all other relevant water utilities on the governance, management and operation of regional water assets across LGA boundaries.	Water Supply Agreements in place.	x	x	x	x	CTW continues to be a key delivery partner and key stakeholder of the BWSP. The raising of the Lake Rowlands wall investigations component of the BWSP has progressed with a technical solution from 2 preferred tenders being sought in Jan/Feb 2023. The BWSP is currently under review by the NSW Government with a decision expected in September 2023.	
3.1.6	Continue to be a key delivery partner of the Belubula Water Security Project (BWSP) with Water Infrastructure NSW and WaterNSW.	BWSP business case completed. Continued advocacy for BWSP construction.	x	x	x	x		

CTW DELIVERY PROGRAM PROGRESS REPORT AS AT JUNE 2023

KEY RESULT AREA – 3.2 REGIONAL LEADERSHIP IN THE WATER SECTOR								
DP REF.	ACTIVITY	PERFORMANCE MEASURE	22/23	23/24	24/25	25/26	COMMENTS	PROGRESS INDICATOR
3.2.1	Explore opportunities to influence water industry policy and direction through participation in industry groups and bodies.	Active participation in water industry groups and policy development opportunities.	x	x	x	x	CTW continues to have a strong working relationship with DPE Water and WaterNSW. GM represents CTW on the WaterNSW Lachlan Customer Advisory Group. GM & DOTS regularly attend DPE Water regulatory framework workshops for the Town Water Risk Reduction Program and the development of the Regional Water Strategies and Water Sharing Plans.	
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.	Regular meetings with other water county councils. Collective advocacy on water industry issues.	x	x	x	x	The GM continues to collaborate and build strong relationships within the water industry by attending regular meetings with the other water county council's general managers, DPE Water and WaterNSW executive staff.	

12.4) LEVELS OF SERVICE UPDATE REPORT (CU.ST.2)**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 – 1.1: Service provision through fit for purpose infrastructure – 1.2: Compliance and Regulation – 1.3: Best Practice Asset management – 1.4: Mitigate environmental impacts of service delivery – 1.5: Efficient use of water – 2.1: Quality Customer Service – 2.2: Sound Financial management

RECOMMENDATION:

That Council:

1. Note the Levels of Service update report, and
2. Endorse the actions of the Senior Management Team and Asset Officer to undertake an Asset Software System Capability Review that explores the opportunity to gather additional data that would support further monitoring and reporting of CTW's "Supply Interruptions" Levels of Service.

REPORT

As reported previously, within Central Tablelands Water's (CTW) Integrated Planning and Reporting (IP&R) Plans, CTW has defined levels of service (LOS). The LOS detail the standards that the water supply systems will deliver to customers. CTW's current LOS objectives are summarised below:

- To provide water supply services to customers in accordance with acceptable LOS;
- To build on reputation as a reliable, sustainable and regional water utility service provider;
- To offer a comprehensive service in the location, treatment, storage, movement and delivery of water and associated services, and
- Meet the 2011 Australian Drinking Water Guidelines.

To address the LOS, CTW applies design criteria to assets. Design criteria for flows and pressure are an engineering consideration and will vary with circumstances, provided that the levels of service are upheld. The design criteria for flows and pressure are as follows:

- Design criteria for flows: based on adopted strategies, historical use, demographics, end use requirements and demand management. However, for domestic non-rural customers, CTW targets to provide 15 Litres per minute.
- Design criteria for water supply system pressure: hydraulic design will aim to achieve a minimum of 20 metre head at the tapping point under peak summer demand conditions.

CTW's current adopted LOS are listed in the table below:

Current Levels of Service	
Availability of Supply	
Normal quantity available	Domestic peak day: 1600 L/tenement/day Domestic annual: 180 kL/tenement/year Total annual average consumption: 1,575 ML/year Total peak daily consumption (potable): 10 ML/day
Fire fighting	100% of urban reticulation area served
Pressure (urban areas)	20m head (minimum when delivering 15 L/min) 60m head (maximum static pressure)
Response Time to Customer complaints – defined as time to have staff on site to rectify problem	
Supply failure (99% of time)	Priority 1 - Defined as failure to maintain continuity or quality of supply to a large number of customers or to critical users at a critical time during working hours: 1 hour outside working hours: 2 hours
(95% of time)	Priority 2 - Defined as failure to maintain continuity or quality of supply to a small number of customers or to a critical user at a non-critical time during working hours: 3 hours outside working hours: 4 hours
(95% of time)	Priority 3 - Defined as failure to maintain continuity or quality of supply to a single customers: 1 working day
(95% of time)	Priority 4 - Defined as a minor problem or complaint, which can be dealt with at a time convenient to the customer and CTW: 1 week
Customer complaints	Personal, oral or written: 5 working days for 95% of complaints
Water Quality – should meet Australian Drinking Water Guidelines (ADWG) 2011	
Microbial quality	<ul style="list-style-type: none"> Total coliforms: 98% compliance with ADWG Thermo-tolerant coliforms: 98% compliance with ADWG Sampling frequency: 52 samples / week
Physical and chemical characteristics at WTP's	<ul style="list-style-type: none"> pH: 7.5 Turbidity: <1.0 NTU Fluoride: 1 mg/L Free chlorine (in reticulation): 0.2 mg/L

It is to be noted that LOS are the targets which CTW aims to meet, they are not intended as a formal customer contract.

At CTW's June 2022 meeting, Council resolved as follows:

"That Council:

- 1. Note the Levels of Service report, and*
- 2. Receive a report at a subsequent meeting on monitoring its achievement against levels of service and industry benchmarks."*

Since the June meeting and dealing with other various competing priorities, the Senior Management Team (SMT) and Assets Officer (AO) have been grappling with the following questions:

- a) *Is CTW meeting its current Levels of Service?*
- b) *How often is CTW meeting its Levels of Service?*
- c) *How is CTW meeting and performing against industry benchmarks?*
- d) *Is the current captured data reliable and verifiable?*
- e) *Can CTW capture data to provide reliable measurement and verifiable reporting of its achievements, against its stated Levels of Service and industry benchmarks, using current systems and procedures?*

To assist in answering the question e), the SMT and AO have engaged the professional services of CTW's Assets Software System consultant. The purpose of the engagement is to undertake a capability review of CTW's current system to see if data from the system can be extracted or captured to enable reporting against each of the stated current LOS.

As a supplementary to this request, the consultant has been requested to explore the opportunity of developing electronic forms that would enable a more efficient method of capturing and uploading data whilst in the field of operations.

The system capability review is expected to be completed over the next 3 to 6 months.

CTW's LOS continue to be reviewed by Senior Management and Management on a regular basis to ensure ongoing compliance with applicable industry guidelines.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.5) CANOWINDRA COMMUNITY RADIO SERVICE (PM.US.1)

Author: General Manager
IP&R Link: Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.1: Quality Customer Service – Strategic Priority 3: Regional leadership and collaboration

RECOMMENDATION:

That Council:

1. Note the report,
2. Authorise the General Manager to enter into a host site agreement for an initial period of 5 years with United Christian Broadcasters Australia Limited (trading as Vision Christian Media) to host community radio equipment at the Canowindra Town Reservoir site, and
3. Approve a Section 356 Donation for the electricity costs associated with hosting the community radio equipment at the Canowindra Town Reservoir site under the host site agreement.

REPORT

Central Tablelands Water has hosted the Canowindra Community Radio 88.0FM transmission equipment at the Canowindra Town Reservoir over a long period of time. Recently the licence for the Community Radio service has been sold to United Christian Broadcasters Australia Limited (trading as Vision Christian Media), known as “Vision”.

Vision have approached CTW to seek permission to continue utilising the Canowindra Town Reservoir site to provide the community radio service to the community of Canowindra. Noting that the transmission equipment is to be updated.

In the past, CTW has not charged the Community Radio Station for the use of its site, nor has the Community Radio Station equipment hindered the operations of CTW or the health and safety of CTW’s employees. Site access is only available during normal business hours when a CTW staff member is present, and if access is required outside of normal business hours contact is to be made with the CTW staff member who is on-call. The conditions of site access will remain the same for any new host site agreement.

The only cost to CTW for making the site available to host the community service is the cost of electricity to power the transmission equipment. This cost has been estimated at between \$100 to \$250 per annum.

The Senior Management Team have met with the new owners and discussed; the new radio transmission equipment to be installed; induction processes; WHS; and public liability insurance cover. There were no concerns raised during or following the meeting with regards to CTW continuing to host the community radio service.

Therefore, approval is sought from Council to provide a 356 Donation for the cost of electricity to host the community radio equipment and enter into a host site agreement with United Christian Broadcasters Australia Limited (trading as Vision Christian Media) for an initial period of 5 years, followed by a review. A copy of the host site agreement is attached for information.

BUDGET IMPLICATIONS

Operational Plan 2023/24 – Canowindra Town Reservoir electricity vote.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

1↓ HOST SITE AGREEMENT CANOWINDRA COMMUNITY RADIO FM88.0 2 Pages

HOST SITE AGREEMENT

BETWEEN	Central Tablelands Water (referred to as “the Host”)
AND	United Christian Broadcasters Australia Limited TA Vision Christian Media (referred to as “ Vision ”)
HOST SITE	Off Church Street, CANOWINDRA NSW 2804 (referred to as “the site”)
PERIOD	Five years, commencing upon the date of signing, renewable for further periods unless cancelled earlier by either party according to the provision in this agreement

PREAMBLE

This agreement facilitates the functional aspects of what is effectively a community focussed partnership between the Host and Vision, the aim of which is to provide interested locals with access to Vision's not-for-profit Christian radio service.

IT IS AGREED

1. The Host warrants that it has full right and interest in the site in terms of a binding agreement, or by virtue of ownership, and that is entitled to enter into this agreement.
2. The Host agrees that Vision may erect, construct and maintain transmission equipment at the site for the purpose of receiving and/or transmitting broadcast signals. Such equipment may be located on or inside the building(s) on the site, and may include but not be limited to;
 - a. An antenna and fixtures and fittings;
 - b. A 90 cm satellite dish and fixtures and fittings;
 - c. A shelf suitable for housing the broadcast equipment inside the building;
 - d. A satellite decoder Box;
 - e. An FM Transmitter Box
 - f. Any other such equipment as may be reasonably required sufficient to ensure a broadcast area as permitted in terms of the broadcast license granted to Vision by the relevant authority.
3. The Host agrees to provide Vision with reasonable access to the site for the purposes of maintaining an efficient and continuous operation of the equipment, including but not limited to installation, maintenance, upgrading, repairs and monitoring.

Request for access to the site will be made by prior arrangement with the Host with reasonable advance notice. Generally, work shall be carried out during business hours, emergencies excepted.

4. Persons given authority for access to the site shall close all doors, gates and other means of restricting access to the site and shall refrain from interfering with the activities of the Host at the Site.
5. Vision agrees that the Host is not responsible for any loss of or damage to Vision's equipment located at the site or any associated liabilities.

6. The Host agrees to permit Vision to take a power feed from their existing power supply at the Site for the operation of Vision's equipment.
7. Vision agrees that all work at the site will be undertaken to appropriate workplace health and safety standards and all personnel involved in the installation and maintenance of the equipment will have the appropriate training and certificates for the work involved. Vision accepts liability for all work undertaken on its equipment at the site and liability for any incidents as a result of any incorrectly installed equipment. Further, Vision will indemnify the Host for any damage that may be caused to the Host's property because of the installed equipment, as well as damage to others property and bodily injury to the Host and all other persons.
8. The Host agrees to provide the site to Vision at no cost.
9. The Host agrees to cover the cost of electricity for the site to Vision.
10. Either party may cancel this agreement during the initial term or further agreement periods upon three months' notice. At the termination of the Agreement, Vision shall remove all constructions, erections and installations it has made at the site and shall restore the Site as far as possible to its original state as at the commencement of the agreement.
11. The parties agree that a faxed or scanned copy signed by both parties shall be valid and binding.

We hereby accept the terms of this agreement and warrant our authority to do so;

On behalf of Central Tablelands Water,

X _____ Date of signing

X _____
Witness Name of Witness

On behalf of United Christian Broadcasters Australia Limited
TA **Vision Christian Media**

X _____
[REDACTED] Broadcast Operations Manager Date of signing

X _____
Witness Name of Witness

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 June 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 June 2023.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

1 [↓](#) COUNCIL RESOLUTIONS UPDATE 16-8-23 2 Pages

COUNCIL RESOLUTIONS UPDATE

Council Resolutions Update – Meeting held 16 August 2023					
Resolution Ref.	Date of Meeting	Subject	Responsible Officer	Decision	Action Taken/Status
20/015	12/2/20	Water Security – Regional approach to support neighbouring councils	GM	<ol style="list-style-type: none"> 1. Consider the issue of adopting a collaborative approach to the supply of water between networks connected to the CTW supply system at the upcoming drought management workshop in March 2020, and 2. As a matter of urgency, authorize the general manager to negotiate an agreement between CTW, Orange City Council and Cabonne Council to transfer water to Molong for emergency purposes, and report back to Council on the outcome of the agreement. 	<p>11/8/23 – These matters will be addressed in the development of the Sub-Regional Town Water Strategy project with CTW, Orange and Cabonne Council.</p> <p>Status: completed.</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>11/8/23 – This item is reported via DOTS regular project updates in the council business paper.</p> <p>Status: completed</p>

22/048	22/6/22	Levels of Service Report	SMT	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the Level of Service report, and 2. Receive a report at a subsequent meeting on monitoring its achievement against levels of service and industry benchmarks. 	<p>9/8/23 – SMT & AO have engaged CTW's Asset Software System consultant to undertake a capability review of the system to explore/design data gathering opportunity to support monitoring and reporting against CTW's LOS.</p> <p>Status: ongoing</p>
23/005	15/2/23	Belubula Water Security Project Update	GM	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the Belubula Water Security Project (BWSP) update report, and 2. Review the BWSP Memorandum Of Understanding (MOU) for any updates or amendments in lieu of signing a Delivery Deed for augmentation construction. 	<p>9/8/23 – Initial review being undertaken by SMT and will be distributed to Councillors for input and comment. Project on hold awaiting review by NSW Government.</p> <p>Status: ongoing</p>
23/037	21/6/23	Local Government Remuneration Tribunal	GM	<p>That Council endorse its policy of paying the maximum fees to the Chairperson and Members of Central Tablelands County Council, as determined by the Local Government Remuneration Tribunal for Category County Council – Water.</p>	<p>3/7/23 – New fees updated by Creditors Officer.</p> <p>Status: completed</p>

12.7) FINANCIAL MATTERS - INVESTMENT REPORT AS AT 31 JULY 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).

RECOMMENDATION:

That the information in relation to Council's Cash and Investments as at 31 July 2023 be noted.

REPORT**Cash and Investments**

The investment summary below represents Council's total investments as of 31 July 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) has left the cash rate on hold at 4.10% for the past two months. The RBA has noted that future cash rate decisions will be contingent upon future economic data and the assessment of the risks that data presents. The RBA expects that headline inflation is expected to return to the target band of 2% to 3% by the second half of 2025 which is later than previously forecast.

The headline inflation rate for the year ended 30 June 2023 was 6.0% as recorded by the Consumer Price Index (CPI) from June 22 to June 23. The June Quarterly CPI was 0.8% which was down from 1.4% (7.0% annualised), in the quarter of March 2023. This downward trend encouraged the RBA to put on hold cash rate changes.

Economic data has indicated that household spending is lowering, new lending approvals are falling, and the level of new household approvals are declining. These factors indicate that the level of economic activity is starting to slow significantly. Future levels of these indicators will also influence the RBA's assessment of the health of the economy.

With a 2 month pause in cash rate changes, the levels of interest rates on term deposits have come off recent highs but some specials have been offered by Approved Deposit Institutions that remain attractive. Council was able to get a rate of 5.91% on a term deposit with an unrated local bank which was a very attractive rate.

Council will continue to operate within the 12 month term deposit range, however, it is noted that the investment policy provides for terms of up to 2 years. There may be an opportunity to lock in some good rates beyond 12 months, if the expectation is that we have now reached the peak of the interest rate cycle. This, however, is subject to a large diversity of opinion as some economists are predicting further rises in the cash rate may be required to bring down inflation.

Much will depend on future indicators particularly regarding how quickly inflation can be brought down to within the target range of 2.0% to 3.0%.

BUDGET IMPLICATIONS

Council will reach its budgeted investment levels unless there is an unexpected reduction in interest rates prior to 30 June 2024. Based on current economic indicators such a scenario appears unlikely.

POLICY IMPLICATIONS

Council's investment policy continues to provide good returns with minimal risk whilst enabling Council to maintain sufficient liquidity to meet its needs. It is noted that Council will require large cash balances to fund the progress claims on the Carcoar Water Treatment Plant 12 ML Reservoir.

ATTACHMENTS

- 1 [↓](#) Cash and Investments as at 31 July 2023 1 Page

Cash and Investments as at 31 July 2023

		Credit Rating	Term (Days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits	\$ 8,900,000.00					89.50%
Commonwealth Bank of Australia	600,000	AA-	364	5.33%	14/06/24	6.03%
Commonwealth Bank of Australia	500,000	AA-	365	4.67%	7/02/24	5.03%
Bank of QLD - Curve Securities	500,000	BBB+	365	5.05%	6/03/24	5.03%
Unity Bank/Reliance Credit Union	500,000	Unrated	365	3.95%	4/08/23	5.03%
Commonwealth Bank of Australia	500,000	AA-	367	4.37%	17/10/23	5.03%
AMP - Curve Securities	500,000	BBB	365	4.90%	26/03/24	5.03%
AMP - Curve Securities	500,000	BBB	365	4.80%	3/11/23	5.03%
Commonwealth Bank of Australia	500,000	AA-	365	4.48%	31/10/23	5.03%
Commonwealth Bank of Australia	600,000	AA-	365	4.04%	22/08/23	6.03%
AMP - Curve Securities	500,000	BBB	365	4.80%	14/03/24	5.03%
Bank of QLD - Curve Securities	500,000	BBB+	365	4.75%	11/03/24	5.03%
Macquarie Bank - Curve Securities	200,000	A+	0	4.10%	At Call	2.01%
NAB - Curve Securities	500,000	AA-	365	4.45%	2/04/24	5.03%
Commonwealth Bank of Australia	500,000	AA-	365	4.20%	15/09/23	5.03%
AMP - Curve Securities	500,000	BBB	367	4.65%	25/09/23	5.03%
NAB - Curve Securities	500,000	AA-	365	5.50%	2/07/24	5.03%
Bank of QLD - Curve Securities	500,000	BBB+	365	5.35%	7/06/24	5.03%
Reliance Bank	500,000	Unrated	366	5.91%	13/07/24	5.03%

At Call Deposits	\$ 1,043,625.86					10.50%
Commonwealth Bank - General Account	\$ 274,633.58	AA-	At Call	3.95%	N/A	
Commonwealth Bank - BOS Account	\$ 768,965.46	AA-	At Call	4.10%	N/A	
Reliance Credit Union - Cheque Account	\$ 26.82	Unrated	At Call	0.00%	N/A	
Total Value of Investment Funds	\$ 9,943,625.86					100%

Average Rate on Term Deposits

90 Day BBSW for July 2023	4.2569%
Average Rate on Term Deposits	4.6275%
Margin over 90 day BBSW	0.3706%

Average Term - Short Term Deposits (days)	342
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Long Term Credit Rating

	Amount \$	%
AA-	\$ 5,243,599.04	52.72%
A+	\$ 200,000.00	2.02%
BBB+	\$ 1,500,000.00	15.09%
BBB	\$ 2,000,000.00	20.11%
Unrated	\$ 1,000,026.82	10.06%
Total	\$ 9,943,625.86	100.00%

BANK RECONCILIATION

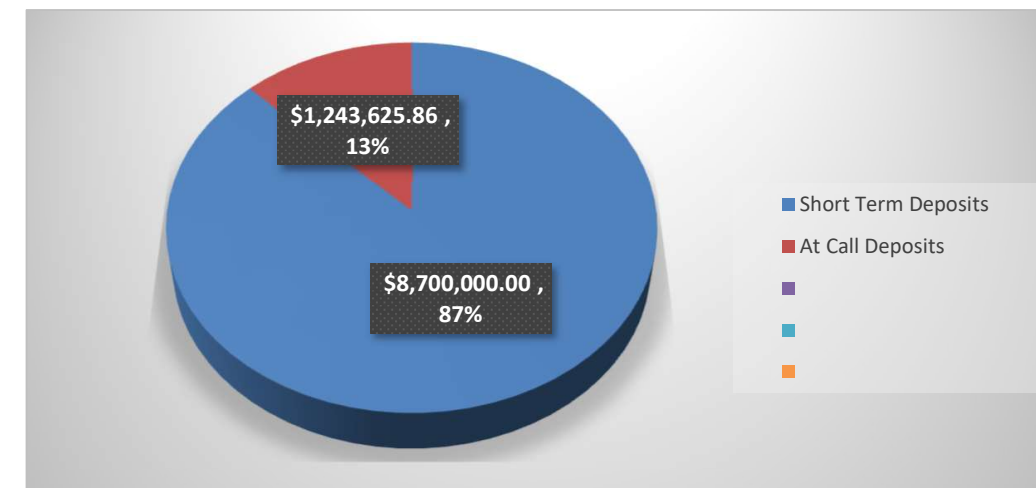
Balance as per Bank Statement	\$	228,334.33
Add: Visa card purchases processed August 2023	\$	9,574.05
Add: Cheque receipt deposited 01.08.23	\$	36,630.20
Add: Eftpos receipting deposited 01.08.23	\$	95.00

Balance as per Cash Book	<u>\$</u>	<u>274,633.58</u>
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GENERAL FUND

(a) Cash Book Balance	\$	1,043,625.86
(b) Bank Balance	\$	1,043,625.86

Short Term Deposits	\$	8,700,000.00
At Call Deposits	\$	1,243,625.86



12.8) **UNCOMPLETED WORKS - REVOTES OF EXPENDITURE AT 30TH JUNE 2023 (FM.BA.1)**

Author: Director Finance & Corporate Services
IP&R Link: Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.2: Sound Financial management – 2.2.1: Review and update long term financial plan (LTFP).

RECOMMENDATION:

That Council revoke the uncompleted works and adjustments be made to the adopted 2023/24 Operational Plan.

REPORT

This report is to recommend the revoting of capital works projects and operational expenditure that were not completed during the 2022/23 financial year. These revotes, if adopted by Council will then form part of the 2023/24 Operational Plan and will be incorporated into the September 2023 Quarterly Budget Review Statement.

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

Revotes consist of costs that have already been committed by way of purchase order or contract, together with planned works that have not been completed within the 2022/23 financial year.

It is important to note that where the 23/24 adopted budget included provision for works that have been removed from the 22/23 budget then no revote of funds for those works is required.

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

The recommended revotes are listed in the table below:

Item	Amount \$	Funding Source
Plant Replacement Program	100,000	Plant Restriction. Vehicles deferred to 23/24 Financial Year.
Telemetry Upgrades	34,099	Infrastructure Restriction. Rolling program. 3G to 4G conversion
Carcoar Water Treatment Plant 12ML Reservoir	3,161,649	Grant plus \$810,000 from Infrastructure Restriction
Renewable Energy Projects	213,602	Infrastructure Restriction. Lake Rowlands Solar Farm yet to be completed.
Woodstock Permanent Pump Station	25,000	Grant Funding. Required to finalise works.

New Metering – Lake Rowlands	11,988	Infrastructure Restriction. Uncompleted Works
Depot Refurbishment	117,545	Infrastructure Restriction. Canowindra Depot Works to be completed in 2023/24.
Trunk Main I Relocation – Mid Western Highway	19,000	Requested Works - Capital Contribution
Blayney Office Refurbishments	35,699	Infrastructure Restriction. For future works.
Blayney Outdoor Refurbishments	17,873	Infrastructure Restriction. Used for carport expansion.
Canomodine Pump Station – Major Renewal	28,586	Infrastructure Restriction. Works to be completed in 23/24.
Pump Station Renewals	63,468	Rolling Program - Infrastructure Restriction
Reticulation Mains Renewals Program	588,207	Infrastructure Restriction. Rolling Program – AC Mains Replacement.
Gooloogong Bore – Renew Switchboard	250,000	Infrastructure Restriction. Work deferred until 23/24.
Capital Revotes	4,666,716	
Sub Regional Town Water Strategy	50,000	Consultants Restriction. Expenditure deferred to 23/24.
Operational Revotes	50,000	

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

It is notable that a large portion of these revoted funds (\$3,186,649) relates to the Cowra to CTW Emergency Projects consisting of the Woodstock Emergency Pump Station and the Carcoar Water Filtration Plant 12 ML Reservoir, both of which are primarily grant funded. (noting that \$810,000 is sourced from Council's infrastructure Restriction)

There is an operational revote for funds set aside of \$50,000 which is Council's agreed contribution to the development of the Sub Regional Town Water Strategy in conjunction with Cabonne and Orange Councils.

Operational funds are generally not available to be revoted unless they relate to a specific uncompleted program of work. The development of the Sub Regional Town Water Strategy is such an ongoing project and is governed by a signed funding deed.

BUDGET IMPLICATIONS

These revotes if approved will be incorporated into the September 2023 Quarterly Budget Review Statement.

The additional capital budget of \$4,666, 716 will increase the adopted Capital Budget for 2023/24 from \$2,083,460 to \$6,750,176.

The operational revote of \$50,000 will result in the Operating Result before Capital grants and contributions going from a surplus of \$46,218 to a loss of \$3,782.

POLICY IMPLICATIONS

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

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

The adoption of the revoted works will allow funding for those works to be included in the 2023/24 Operational Plan.

ATTACHMENTS

Nil.

12.9) FINANCIAL STATEMENT CERTIFICATES 2022/23 (FM.FR.1)

Author: Director Finance & Corporate Services
IP&R Link: Strategic Priority 2: An efficient, sustainable and customer focused organisation – 2.2.1: Review and update long term financial plan (LTFP).

RECOMMENDATION:

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

REPORT

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

Council staff are completing a draft set of financial statements for 2022/23 and a copy will be tabled at the meeting.

As the financial statements are only in draft form (unaudited), a full commentary regarding the result will not be presented until after the audit has been completed.

As part of the Financial Reports, Council is required to present a statement of its opinion on the reports in accord with Sec 413 of the Local Government Act 1993. A copy of the form of the Councillors and Management Statements are attached for both the General Purpose Financial Report and the Special Purpose Financial Report.

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

Council is also asked to endorse the listing of internal restrictions shown at Note C1-3. These restrictions have been reconciled after the determination of the cash and investment balances at 30 June, 2023. A copy of these restrictions will be distributed at the meeting.

Council retains an unrestricted cash balance of \$500K to provide working capital for any unplanned operational requirements.

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

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

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

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

- 1 [↓](#) Statement by Councillors and Management on 22-23 GPFS 1 Page
- 2 [↓](#) Statement by Councillors and Management on 22-23 SPFS 1 Page

Central Tablelands Water

General Purpose Financial Statements

for the year ended 30 June 2023

Statement by Councillors and Management

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

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

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

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

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

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

Signed in accordance with a resolution of Council made on 16 August 2023.

Cllr David Somervaille
Chairperson
16 August 2023

Cllr Andrew Rawson
Deputy Chairperson
16 August 2023

Gavin Rhodes
General Manager
16 August 2023

Peter McFarlane
Responsible Accounting Officer
16 August 2023

Central Tablelands Water

Special Purpose Financial Statements

for the year ended 30 June 2023

Statement by Councillors and Management

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

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

- NSW Government Policy Statement, *Application of National Competition Policy to Local Government*
- Division of Local Government Guidelines, *Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality*
- The Local Government Code of Accounting Practice and Financial Reporting
- Sections 3 and 4 of the NSW Department of Planning and Environment, *Water's Regulatory and assurance framework for local water utilities*.

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

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

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

Signed in accordance with a resolution of Council made on 16 August 2023.

Cllr David Somerville

Chairperson

16 August 2023

Cllr Andrew Rawson

Deputy Chairperson

16 August 2023

Gavin Rhodes

General Manager

16 August 2023

Peter McFarlane

Responsible Accounting Officer

16 August 2023

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 first meter read for the 2023-24 financial year was completed in accordance with CTW's meter reading schedule.

b) Meter Change Program

There have been seventy-three (73) 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 maintained their full operational performance. BWTP and CWTP Chlorination package plants have maintained their full operational 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.

f) Trunk Mains

Ongoing inspections have been reduced in lieu of telemetry monitoring and community reporting. Installation of additional metering to improve water loss management is awaiting grant funding.

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 2023-24 financial year.

i) Reticulation main renewals

Reticulation mains renewal continue through South Canowindra.

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 in the report.

REPORT

FROM 1/6/2023 to 31/7/2023

a) Main Breaks

Location		Date	Size / Type	Comment
Lyndhurst	Mt McDonald Rd	25/06/2023	100mm pipe	R&RP
Blayney	Terragong St	03/07/2023	150mm AC	R&RP
Millthorpe	Park St	06/07/2023	100mm AC	R&RP

DNR



PIPE FAIL



WELD

**Notes**

1. CTW Mains (Trunk & Retic) Break score of 3/573km == 0.52/100km.
 Rolling Value across 12mths = 10.12/100km which is slightly higher than the 2017-18 NSW State Median benchmark of 9.0 breaks/100km.

b) Service Activities and Requests

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2020	2021	2022	2023	% of Total meters	
BLAYNEY	7	16	25	29	1.95%	1485
BURST METER	0	0	1	0	0.00%	
CHECK METER READING	0	0	0	3	0.20%	
DIRTY WATER COMPLAINT	0	0	0	0	0.00%	
HYDRANT LEAK	0	0	1	0	0.00%	
LEAKING METER	3	4	14	11	0.74%	
LEAKING SERVICE	2	4	2	3	0.20%	
LOW PRESSURE COMPLAINT	0	0	0	2	0.13%	
MAIN BREAK	0	1	1	0	0.00%	
MAINTENANCE - GENERAL	1	2	4	5	0.34%	
METER NEW / REPLACEMENT	1	5	1	4	0.27%	
METER NOT SHUTTING OFF	0	0	1	1	0.07%	
NO WATER COMPLAINT	0	0	0	0	0.00%	
PATHCOCK FAILURE	0	0	0	0	0.00%	
QUALITY COMPLAINT	0	0	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2020	2021	2022	2023	% of Total meters	
CANOWINDRA	20	20	27	16	1.40%	1144
BURST METER	0	0	0	0	0.00%	
CHECK METER READING	0	0	1	0	0.00%	
DIRTY WATER COMPLAINT	0	0	0	1	0.09%	
HYDRANT LEAKING	0	0	1	1	0.09%	
LEAKING METER	5	5	6	4	0.35%	
LEAKING SERVICE	1	1	5	6	0.52%	
LOW PRESSURE COMPLAINT	1	1	0	1	0.09%	
MAIN BREAK	4	4	2	1	0.09%	
MAINTENANCE - GENERAL	6	6	3	1	0.09%	
METER NEW / REPLACEMENT	3	3	9	0	0.00%	
METER NOT SHUTTING OFF	0	0	0	1	0.09%	
Total Complaints = 1						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2020	2021	2022	2023	% of Total meters	
CARCOAR	3	3	3	3	2.24%	134
LEAKING METER	2	1	2	2	1.49%	
LEAKING SERVICE	0	1	0	0	0.00%	
MAIN BREAK	1	1	0	0	0.00%	
METER NOT SHUTTING OFF	0	0	0	1	0.75%	
QUALITY COMPLAINT	0	0	1	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2020	2021	2022	2023	% of Total meters	
CARGO	2	5	1	1	0.61%	164
LEAKING METER	1	0	0	1	0.61%	
LEAKING SERVICE	0	1	0	0	0.00%	
LOW PRESSURE COMPLAINT	0	0	0	0	0.00%	
MAIN BREAK	1	1	1	0	0.00%	
MAINTENANCE - GENERAL	0	2	0	0	0.00%	
METER NEW / REPLACEMENT	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	
CUDAL	3	2	5	5	2.15%	233
BURST METER	0	0	1	0	0.00%	
DIRTY WATER COMPLAINT	0	0	0	0	0.00%	
HYDRANT LEAKING	0	0	1	0	0.00%	
LEAKING METER	0	1	0	1	0.43%	
LEAKING SERVICE	1	0	2	3	1.29%	
MAIN BREAK	2	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	1	0.43%	
NO WATER COMPLAINT	0	1	1	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2020	2021	2022	2023	% of Total meters	
EUGOWRA	3	0	4	17	4.39%	387
BURST METER	0	0	0	1	0.26%	
CUSTOMER DAMAGED METER	0	0	0	1	0.26%	
LEAKING METER	1	0	1	0	0.00%	
LEAKING SERVICE	1	0	0	2	0.52%	
MAIN BREAK	1	0	0	0	0.00%	
MAINTENANCE – GENERAL	0	0	1	2	0.52%	
METER NEW/REPLACEMENT	0	0	1	11	2.84%	
METER NOT SHUTTING OFF	0	0	1	0	0.00%	
NO WATER COMPLAINT	0	0	0	1	0.26%	
Total Complaints = 1						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2020	2021	2022	2023	% of Total meters	
GRENFELL	15	19	12	11	0.82%	1349
BURST METER	0	0	1	0	0.00%	
CHECK METER READING	0	0	0	1	0.07%	
CUSTOMER DAMAGED METER	0	0	1	0	0.00%	
CUSTOMER DAMAGED SERVICE	1	0	0	0	0.00%	
DIRTY WATER COMPLAINT	2	0	0	0	0.00%	
LEAKING METER	4	11	2	4	0.30%	
LEAKING SERVICE	3	2	1	3	0.22%	
LOW PRESSURE COMPLAINT	0	0	2	0	0.00%	
MAIN BREAK	2	0	0	0	0.00%	
MAINTENANCE – GENERAL	2	0	1	0	0.00%	
METER NEW / REPLACEMENT	0	6	3	3	0.22%	
METER NOT SHUTTING OFF	1	0	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	
LYNDHURST	0	1	0	0	0.00%	160
LEAKING METER	0	0	0	0	0.00%	

LEAKING SERVICE	0	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	1	0	0	0.00%	
METER NOT SHUTTING OFF	0	0	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	
MANDURAMA	1	3	3	0	0.00%	134
LEAKING METER	0	0	2	0	0.00%	
LEAKING SERVICE	0	1	0	0	0.00%	
LOW PRESSURE COMPLAINT	1	0	0	0	0.00%	
MAIN BREAK	0	1	1	0	0.00%	
METER NEW / REPLACEMENT	0	1	0	0	0.00%	
Total Complaints = 0						

ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2020	2021	2022	2023	% of Total meters	
MANILDRA	2	2	3	6	1.78%	281
BURST METER	0	0	0	0	0.00%	
CUSTOMER DAMAGED METER	0	0	0	0	0.00%	
DIRTY WATER COMPLAINT	1	0	0	0	0.00%	
LEAKING METER	0	1	1	0	0.00%	
LEAKING SERVICE	1	0	0	5	1.78%	
MAINTENANCE - GENERAL	0	0	1	0	0.00%	
METER NEW / REPLACEMENT	0	1	0	0	0.00%	
METER NOT SHUTTING OFF	0	0	0	1	0.36%	
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	
MILLTHORPE	6	7	5	5	1.09%	459
BURST METER	0	0	1	0	0.00%	
CHECK METER READING	0	0	0	1	0.22%	
DIRTY WATER COMPLAINT	0	0	1	0	0.00%	
LEAKING METER	1	1	0	2	0.44%	
LEAKING SERVICE	2	0	0	0	0.00%	
MAIN BREAK	2	3	2	1	0.22%	

MAINTENANCE – GENERAL	1	2	1	0	0.00%	
METER NEW / REPLACEMENT	0	1	0	0	0.00%	
METER NOT SHUTTING OFF	0	0	0	1	0.22%	
Total Complaints = 0						
ACTIVITIES	PREVIOUS YEARS			THIS PERIOD		Total Meters
	2020	2021	2022	2023	% of Total meters	
QUANDIALLA	0	0	0	0	0.00%	100
LEAKING METER	0	0	0	0	0.00%	
LEAKING SERVICE	0	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	0	0.00%	
Total Complaints = 0						
TOTAL ACROSS CTW TOWNSHIPS	62	78	88	93	1.54%	6030

Notes:

1. Comparison values listed each year use data from the period covering the same months of the year i.e. June to Aug
2. Total Meters is the number of meters connected to properties.
3. CTW complaint rolling value score across 12mths == 6.8, 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 == 1.54%, which is below CTW benchmark of 5% across all townships.

c) *Lake Rowlands*

The current level of Lake Rowlands Dam is 101% (10.8.23) with the Dam's scour valve fully shut.

d) *Water Services*

Since 1st July 2023, there have been an additional four (4) new domestic water services connected to, and zero (0) 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:

Woodstock Pump Station - Installation of a retaining wall and tidy up landscaping remain outstanding due to a combination of contractor and CTW staff unavailability.

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.

12 ML Clear Water Tank (CWT) – The major contractor Leed Construction (Leed) have completed the concrete pour and post tension requirements for the ringbeam and base components of the tank project. Leed have now moved to the production of the 28 wall sections of the tank.

The project remains on target for December 2023 completion.





BUDGET IMPLICATIONS

Project		Woodstock Pump Station		
Approved Budget		\$806,703 (includes \$63,886 contingency)		
Project End date		Sept 2023 (revised from June 2023)		
Revised Budget	Expenditure to date	Projected cost to complete	Total	Remaining Funds (**)
\$806k	\$686k	\$34k	\$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 cost to complete	Total	Remaining Funds (****)
\$4,206k	\$954k	\$3,117k	\$4,071k	\$135k

Note:

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

(****) Remaining funds for roads and pathways around CWT site.

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:

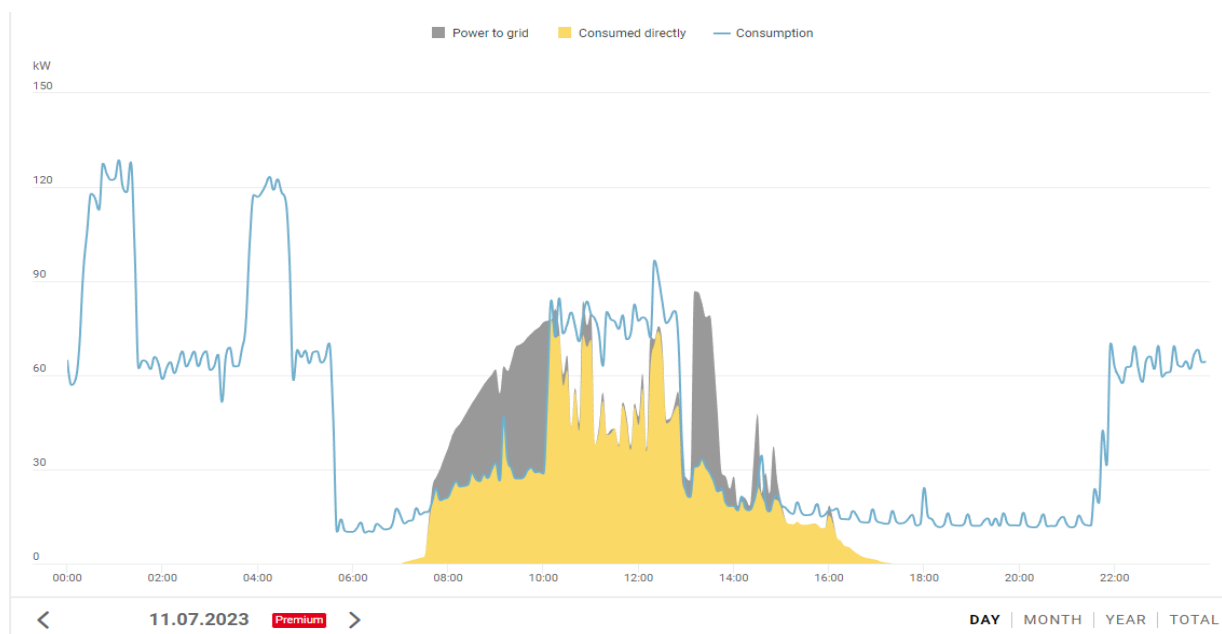
That Council note the update report for the renewable energy projects.

REPORT

CTW continues to consult with Charge Works P/L for further renewable energy opportunities as well as opportunities to include electric and hybrid vehicles as part of CTW's transport fleet.

CARCOAR WATER TREATMENT PLANT

CTW continues to monitor the performance of a 99kW solar panel only system at our CWTP site before committing to change the majority of operational hours from an Off-Peak electricity time. Analysis to-date highlights the inability of CWTP to utilise the maximum effectiveness of its solar generation, without a supplementary battery supply. CTW awaits the outcome of the CNSWJO Australian Renewable Energy Agency (ARENA) Battery grant submission, which would address this issue.



CANOMODINE PUMP STATION

CTW is pleased with the results of the customised pump station's automation that enables maximum Solar generation to be consumed during daylight hours of pump operation, without exporting solar energy from the grid. There remains some small tidying up works, including additional floor barriers, to be completed.



Evaluation of CTW's list of potential battery sites for inclusion in the CNSWJO's ARENA battery grant application program, has only supported our Carcoar Water Treatment Plant site. CTW awaits the outcome of this application.

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		September 2023		
Revised Budget	Expenditure to date	Projected remaining costs	Total	Contingency Funds
\$360k	\$326.9k	\$16.1k	\$343k	\$17k

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

13. QUESTIONS ON NOTICE

(General Manager)

No questions on notice were received.

ATTACHMENTS

Nil

14. CONFIDENTIAL MATTERS

RECOMMENDATION:

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

14.1) DEED WITH A NEIGHBOURING PROPERTY OWNER AT LAKE ROWLANDS (WS.SP.4)

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