



**Central
Tablelands
Water**

Business Paper

**Ordinary Meeting of
Central Tablelands Water**

13 December 2023

Canowindra



Saturday, 9 December 2023

Notice to Members

Your attendance is requested at an Ordinary Meeting of Council to be held at the Old Vic Inn, Canowindra on Wednesday, 13 December 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

A handwritten signature in dark ink, appearing to read "G. Rhodes".

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 13 DECEMBER 2023

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12. REPORTS OF STAFF

12.1) CLOSING OF OFFICE OVER CHRISTMAS - NEW YEAR PERIOD (CM.ME.1)

Author: General Manager

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

RECOMMENDATION:

That Council note the report.

REPORT

Council has resolved in past years to close the office during the Christmas-New Year period. This closure normally involves up to three working days, with the administration staff being granted leave for this period in lieu of overtime worked during the previous 12 months.

Also due to various events, projects, and workloads this year, the opportunity to hold the annual CTW Staff Picnic Day has unfortunately not been possible. However, in lieu of holding a Picnic Day this year, the office will be closing a day earlier on Thursday 21 December 2023. Leave for this day will be granted in accordance with the Local Government (State) Award 2023.

Under this arrangement, the office will close this year at 3pm on 21 December 2023 and re-open on 3 January 2024. The General Manager has approved this request as it was resolved at the December 2013 Council Meeting that *'Reoccurring events be left to the discretion of the General Manager.'*

As has been the practice in previous years, operational staff work as normal and are rostered on-call over the public holidays to attend to any emergency. Emergency numbers for all locations will be advertised in the local newspapers, on Council's website, Facebook page and on the front door of Council's office during the month of December and until the office re-opens on 3 January 2024.

Closing the office has not caused any problems in previous years and there does not appear to be any reason not to continue this practice.

BUDGET IMPLICATIONS

Operational Plan 2023/24.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.2) APPLICATION FOR ANNUAL LEAVE - GENERAL MANAGER (PE.LE.1)

Author: General Manager
IP&R Link: Strategic Priority 3: Regional leadership and collaboration – 2.4: A capable and motivated workforce

RECOMMENDATION:

That Council approve annual leave for the period requested by the General Manager and that the Director Finance & Corporate Services, Mr Peter McFarlane, be appointed as Acting General Manager with associated delegations during this time.

REPORT

Application is made for annual leave to be granted to the General Manager for the following period:

- 22 December 2023 until 6 January 2024 inclusive

CTW's Director Finance & Corporate Services, Mr Peter McFarlane has consented to act as General Manager during the above period.

BUDGET IMPLICATIONS

Operational Plan 2023/24

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

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

That Council receive and note the Mayoral Report (including Minutes) for the Central NSW Joint Organisation Board meeting and roundtable discussions with the NSW Premier, Treasurer and various Ministers on 23 November 2023 at State Parliament.

REPORT

A Central NSW Joint Organisation Board meeting and roundtable discussions with the NSW Premier and various Ministers were held at State Parliament on 23 November 2023. The Chairman and General Manager represented CTW. The Chairman also represented Blayney Shire Council and Cr Best represented Weddin Shire Council in the absence of their respective constituent council mayors.

The Member for Orange, Phil Donato MP and Member for Barwon, Roy Butler MP, facilitated the access to State Parliament and roundtable discussions with the Premier, Treasurer and various Ministers.

The following State Representatives addressed the Board:

- The Hon. Chris Minns, Premier, Member of the Legislative Assembly and Member for Kogarah;
- The Hon. Daniel Mookhey, MLC, Treasurer;
- The Hon. Penny Sharpe, MLC Minister for Climate Change, Minister for Energy, Minister for the Environment, Minister for Heritage, Leader of the Government in the Legislative Council;
- The Hon. Rose Jackson, MLC, Minister for Water, Minister for Housing, Minister for Homelessness, Minister for Mental Health, Minister for Youth, and Minister for the North Coast; and
- The Hon. Jenny Aitchison, Minister for Regional Transport and Roads and Member for Maitland.

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

“That the Board note the Regional Water Report and

- 1. endorses the Priority Water Infrastructure brochure; and*
- 2. notes the renegotiation of the agreement with Smart Water for the provision water efficiency collateral for member councils.”*

The Minister for Water also expressed her positivity towards progressing the Belubula Water Security Project's Final Business Case, including the augmentation of Lake Rowlands. The Minister anticipates further details regarding the progression of the FBC will be confirmed during December 2023.

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



BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

- | | | |
|---|---|-------|
| 1 | CNSWJO Mayoral Board Report 23 November 2023 and CSU Policy Lab | 28 |
|  | Workshop Report | Pages |
|  | | |

Report from the Mayor
Central NSW Joint Organisation Board meeting
23 November 2023 in Sydney

Recommendations

That Council note the report from the Mayor on the Central NSW Joint Organisation (CNSWJO) Board meeting 23 November and

- 1. note the roundtable discussion with the Premier, Treasurer, State Ministers and their representative's and local MPs; and**
- 2. note the return on investment from Council fees to the CNSWJO is 9.46:1.**



The Central NSW Joint Organisation (CNSWJO) Board met 23 November at Parliament House, Sydney.

The Board, with coordination from the Office of the Member for Orange Phil Donato MP and support with the Member for Barwon Roy Butler MP, held a roundtable with the Premier, Treasurer and various Ministers. It was clear from the day that both Phil Donato and Roy Butler enjoy strong support from the minority Minns government.

The Board spoke with the following State Representatives:

- The Hon. Chris Minns, Premier, Member of the Legislative Assembly and Member for Kogarah;
- The Hon. Daniel Mookhey, MLC, Treasurer;
- The Hon. Penny Sharpe, MLC Minister for Climate Change, Minister for Energy, Minister for the Environment, Minister for Heritage, Leader of the Government in the Legislative Council;
- The Hon. Rose Jackson, MLC, Minister for Water, Minister for Housing, Minister for Homelessness, Minister for Mental Health, Minister for Youth, and Minister for the North Coast; and
- The Hon. Jenny Aitchison, Minister for Regional Transport and Roads and Member for Maitland.

The Board also heard a presentation from Ernest and Young on the Business Case for the Priority Investments in the Nexus Between Emissions Reduction and Energy Security in Central NSW.

The consistent themes on the day were:

- The impending drought;
- Mental Health;
- Energy Transition;
- Housing; and
- Natural disasters and their funding.

Follow-up actions from the round table of the region's behalf were:

- The Hon. Penny Sharpe - welcomed spending more time with CNSWJO representatives early in the New Year on the Ernst and Young Business Case on the Nexus Between Net Zero and Energy Security;
- The Premier - Disaster funding;
- The Treasurer – the NW Government Population Projections Review and water & sewer disaster funding;
- The Hon. Rose Jackson - priority water projects and preparedness for the upcoming drought; and
- The Hon. Jenny Aitchison - challenges of freight from the rewiring of NSW construction task.

Highlights from the Board meeting follow where the full agenda is available at [Business Papers & Agendas - Central Joint Organisation \(nsw.gov.au\)](#)

Audited Accounts and Annual Statement

The Audited Accounts and Annual Statement were adopted.

The Joint Organisation's net operating result for the year ended 30 June 2023 was \$182,000.

To review the Audited Accounts and Annual Statement please go to: [News & Publications - Central Joint Organisation \(nsw.gov.au\)](#)

Board and GMAC Meeting dates for 2024

The following dates for GMAC and Board meetings for 2024 be:

Board	29 February	30 May	29 August	28 November
Location	Lachlan	State Parliament	Federal Parliament	Lithgow
GMAC	1 February	2 May	25 July	31 October
Location	Orange	Oberon	Parkes	Orange

Portfolio Mayors

Cr Ruth Fagan, Mayor of Cowra has taken on the role of Portfolio Mayoral role for Regional Prosperity and Councillor Jess Jennings has taken up the Portfolio Mayoral roles for Energy, Transport and Water.



Advocacy

Between meetings the Board has an Opt In Subcommittee of Mayors to oversee advocacy. The Board resolved to ask this committee to progress;

- advocacy for a Safe Swift and Secure Link between Sydney and Central NSW; and
- oversight of advocacy for on the renewable energy transition and council financial sustainability.

The Board also resolved to;

- develop a media campaign on Council sustainability; and
- provide a letter of support for Cr J Jennings for his fact-finding visit to the United States.

Cr Jennings, Mayor of Bathurst is a strong supporter of tunnelling options and is visiting the United State with a view to looking at tunnelling and other transport innovations that might apply to this region.

The following submissions were endorsed by the Board:

- AEMC on Enhancing Community Engagement in Transmission Building;
- the Inquiry into the implementation of recommendations relating to workforce issues, workplace culture and funding considerations for remote, rural and regional health; and
- IPART Water NSW Operating Licence Review;
- the Inquiry into the performance of the Regional Investment Activation Fund and the Regional Job Creation Fund;
- Water Infrastructure NSW 91 Proposed New Indicators for LWUs; and
- the Planning system and the Impacts of Climate Change on the Environment and Communities.
- the Inquiry into Protecting Local Water Utilities from Privatisation

All submissions are available on the CNSWJO website at <https://www.centraljo.nsw.gov.au/submissions/>
Policy Lab

In September all Councillors of the region were invited to attend a Policy Lab Workshop at the Charles Sturt University campus in Orange. Please request Terms of reference and any other reports from this initiative which was inspired by a request from Councilors in the region at an event on August 2022 for more opportunities to get together and influence policy.

Policy on local government democracy and social media was developed for Board consideration. A report from the event was provided to all attendees and informed the Board resolve to adopt policy, update advocacy plans and receive advice on programming in both local government reform and social media. The report from Policy Lab#1 is an attachment.

Preparation is underway for the next Policy Lab which will be on Productive Water. All Councilors will be welcome to attend.

Disaster Risk Reduction Fund Program

GHD commenced the needs analysis on disaster risk reduction by distributing a survey through CNSWJO to collect data. All member Councils have provided their responses. Currently, the data is undergoing evaluation, and individual Council meetings are being held to ensure clarity and to gather any missing details.

Transport

CNSWJO members contributed to the research by the Grattan Institute coordinated by ALGA which was published recently. This work found the nation's local road network is in a dangerous state of disrepair and called for an extra \$1 billion a year to fix and maintain them.

Subsequently, the federal government has announced Roads to Recovery funding for local councils will increase to \$1 billion a year, along with a \$40 billion boost to the Black Spot program and measures to remove administrative burdens from roads funding.

Regional Water

Reported was the progress of the following projects in the water portfolio:

- Project to transition local water utility strategic planning into the Integrated Planning and Reporting (IP&R) framework;
- Regional Water Loss Management project;
- Renegotiation of the agreement with Smart Water for water efficiency collateral;
- Regional asset management assessments using the National Asset Management Assessment Framework (NAMAF).

It also provides advice on finalised, current and upcoming consultative processes including;

- Independent Pricing and Regulatory Tribunal WaterNSW Operating Licence Review;
- Joint Select Committee on Protecting Local Water Utilities from Privatisation;
- DPE Water Review of Performance Monitoring Indicators for Local Water Utilities;
- DPE Water third consultation on the draft Lachlan Regional Water Strategy; and
- DPE Water consultation on Harmonisation of Water Restrictions.

Following a presentation by Water Infrastructure NSW on the Wyangala Dam wall raising project Final Business Case, advice is provided on discussion within region on the next steps for advocacy to Government including endorsement by the Board of advocacy collateral on the region's Priority Water Infrastructure Projects.

Energy

Both the Board and Minister Penny Sharp were provided with advice from Ernst and Young on the fully funded Business Case for priority projects for investment in the nexus between energy security and emissions reduction.

The Board endorsed the business case 'placemat', and approved a regional application by CNSWJO for interested member councils for the Community Energy Upgrades Fund.

It was resolve that the Board advocate to

- the NSW OECC to extend the JONZA program to ensure embedment and efficient implementation of activities that support the region's net zero aspirations into the future; and
- the EPA and the OECC for support and funding to progress activities that will assist councils in reducing emissions from landfill.



The Hon. Penny Sharpe with Ms Kate Barker of CNSWJO sharing the summary Place Mat for the Nexus Between Net Zero and Energy Security



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.

Where a majority of the staffing resource of the JO goes to providing support for the operations of Councils and supporting Councils with the sustainability challenge, it is notable that the CNSWJO program for 2022/2023 had a return of investment for every dollar members spend on fees of 9.46:1.

VALUE FOR MEMBERS	FY 2019/ 2020	FY 2020/ 2021	FY 2021/ 2022	FY 2022/ 2023	FYTD 2023/ 2024
SUBMISSIONS	20	23	16	13	12
PLANS, STRATEGIES AND COLLATERAL	26	12	3	9	26
GRANTS SEEKING	3	3	1	9	1
GRANT FUNDING AWARDED	\$215k	\$736k	\$738k	\$2.05m	\$567k
COMPLIANCE	13	9	11	16	
DATA	6	3	1	14	12
COST SAVINGS	\$1.87m	\$2.2m	\$2.1m	\$4.2m	\$1.5m
REPRESENTATION AND OPPORTUNITIES COUNCILS HAVE BEEN AFFORDED	147	159	210	143	77
MEDIA INCLUDING SOCIAL MEDIA	13	18	25	32	13
PR VALUE OF TOURISM	\$1.5m	\$2.4m	\$1.9m	\$1.4m	
MEDIA PR VALUE	35	102	101	51	13

Savings

The following table shows the savings achieved by member Councils through aggregated procurement and programming. An explanation of the meaning of each column has been reported previously and is available on request.

Please request advice from previous years where costs savings continue to grow every year.

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

Spend and Cost Savings

The table following reflects the **spend** by members for the **22/23 financial year**:

SPEND	Water Utilities Alliance Contracts	HR Contracts	WHS contracts	IT contracts	Supply contracts	Roads/ Transport contracts	Energy contracts	RDOCS contracts	Other contracts	Training	Total
Bathurst	\$18,900	\$69,842	\$13,043	\$0	\$1,725,583	\$0	\$3,331,941	\$56,480	\$0	\$370	\$5,216,158
Blayney	\$6,700	\$17,705	\$0	\$0	\$674,947	\$0	\$316,289	\$6,227	\$0	\$0	\$1,021,868
Cabonne	\$21,430	\$33,583	\$280	\$0	\$2,016,501	\$0	\$478,581	\$2,863	\$0	\$1,650	\$2,554,889
Central Tablelands Water	\$14,023	\$604	\$0	\$0	\$0	\$0	\$321,534	\$5,395	\$0	\$0	\$341,555
Cowra	\$14,323	\$44,090	\$13,905	\$0	\$826,701	\$0	\$952,990	\$3,000	\$0	\$6,470	\$1,861,480
Forbes	\$7,000	\$33,768	\$0	\$0	\$1,516,762	\$0	\$918,823	\$32,423	\$0	\$6,010	\$2,514,786
Lachlan	\$7,000	\$28,538	\$0	\$0	\$1,148,259	\$0	\$410,575	\$2,343	\$0	\$12,480	\$1,609,195
Lithgow	\$7,000	\$9,802	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$36,802
Oberon	\$7,000	\$14,527	\$0	\$0	\$881,172	\$0	\$280,250	\$19,142	\$0	\$3,585	\$1,205,676
Orange	\$55,068	\$98,525	\$14,148	\$0	\$979,441	\$0	\$3,687,729	\$34,228	\$0	\$26,445	\$4,895,583
Parkes	\$21,430	\$37,658	\$0	\$0	\$1,499,540	\$0	\$1,629,480	\$40,174	\$0	\$14,615	\$3,242,897
Upper Macquarie County Council	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Weddin	\$17,416	\$2,014	\$0	\$0	\$592,025	\$0	\$197,294	\$3,460	\$0	\$370	\$812,580
Total	\$197,291	\$390,657	\$41,376	\$0	\$11,860,931	\$0	\$12,525,487	\$225,733	\$0	\$71,995	\$25,313,470

The table following reflects the **savings** by members for the **22/23 financial year**. It is noteworthy the savings achieved through the electricity contract have been calculated and included, where the previous report did not include these. As such, there is an additional \$2.3m in savings shown for the last financial year. Further details can be found in the Energy Report. See pie graph over the page.

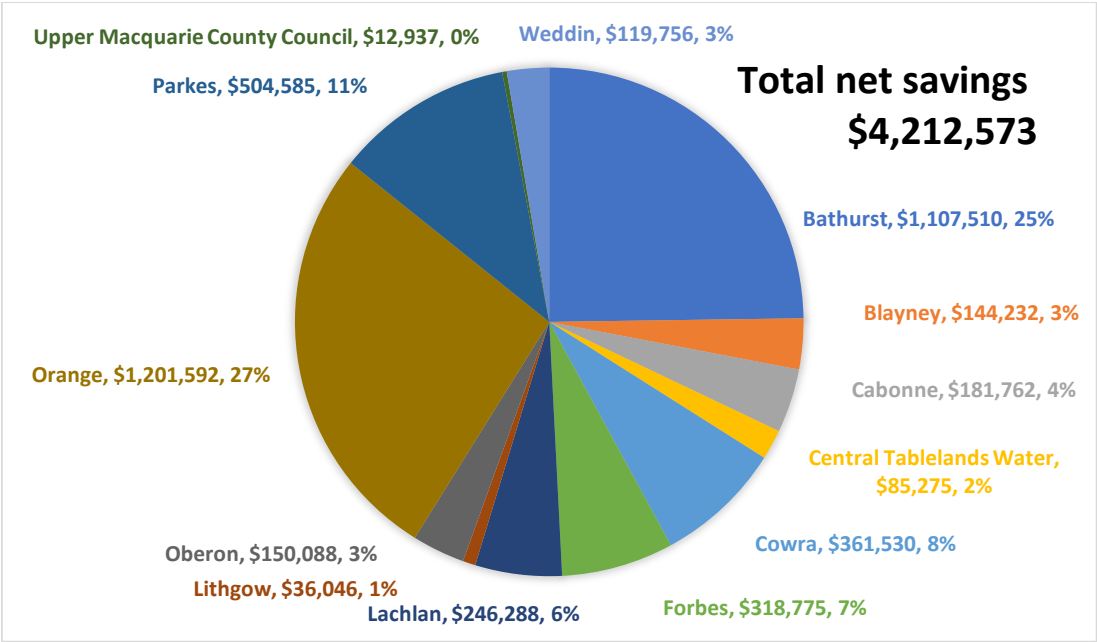
SAVINGS	Water Utilities Alliance Contracts	HR Contracts	WHS contracts	IT contracts	Supply contracts	Roads/ Transport contracts	Energy contracts	RDOCS contracts	Other contracts	Training	Legal advice re Procurement	Participation in regional procurement	Total
Bathurst	\$1,500	\$48,996	\$2,302	\$0	\$21,026	\$0	\$987,394	\$15,647	\$0	\$100	\$5,546	\$25,000	\$1,107,510
Blayney	\$1,500	\$12,661	\$0	\$0	\$11,481	\$0	\$84,946	\$1,099	\$0	\$0	\$5,546	\$27,000	\$144,232
Cabonne	\$1,500	\$13,372	\$49	\$0	\$41,138	\$0	\$86,983	\$1,388	\$0	\$5,786	\$5,546	\$26,000	\$181,762
Central Tablelands Water	\$1,500	\$107	\$0	\$0	\$0	\$0	\$46,540	\$2,191	\$0	\$0	\$4,937	\$30,000	\$85,275
Cowra	\$1,500	\$25,660	\$2,454	\$0	\$51,380	\$0	\$224,910	\$1,455	\$0	\$3,625	\$5,546	\$45,000	\$361,530
Forbes	\$1,500	\$13,509	\$0	\$0	\$59,982	\$0	\$196,440	\$8,584	\$0	\$10,215	\$5,546	\$23,000	\$318,775
Lachlan	\$1,500	\$21,716	\$0	\$0	\$32,483	\$0	\$134,552	\$1,136	\$0	\$10,356	\$5,546	\$39,000	\$246,288
Lithgow	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000	\$0	\$0	\$5,546	\$23,000	\$36,046
Oberon	\$1,500	\$19,774	\$0	\$0	\$29,569	\$0	\$51,680	\$4,019	\$0	\$0	\$5,546	\$38,000	\$150,088
Orange	\$1,500	\$72,097	\$2,497	\$0	\$30,640	\$0	\$1,052,070	\$9,425	\$0	\$5,818	\$5,546	\$22,000	\$1,201,592
Parkes	\$1,500	\$6,130	\$0	\$0	\$51,529	\$0	\$395,878	\$8,428	\$0	\$7,574	\$5,546	\$28,000	\$504,585
Upper Macquarie County Council	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,937	\$8,000	\$12,937
Weddin	\$1,500	\$355	\$0	\$0	\$10,539	\$0	\$53,624	\$611	\$0	\$5,582	\$5,546	\$42,000	\$119,756
Sub Total	\$18,000	\$234,377	\$7,302	\$0	\$339,767	\$0	\$3,315,016	\$59,982	\$0	\$49,055	\$37,075	\$376,000	\$4,470,373
												Cost to members	\$257,800
												Total	\$4,212,573

The table below reflects the **spend** by members for the **23/24 financial year** as of 15 November 2023:

SPEND	Water Utilities Alliance Contracts	HR Contracts	WHS contracts	IT contracts	Supply contracts	Roads/ Transport contracts	Energy contracts	RDOCS contracts	Other contracts	Training	Total
Bathurst	\$0	\$14,814	\$0	\$0	\$384,391	\$0	\$0	\$9,891	\$0	\$4,310	\$413,407
Blayney	\$0	\$865	\$0	\$0	\$175,576	\$0	\$0	\$3,477	\$0	\$4,310	\$184,227
Cabonne	\$0	\$4,683	\$0	\$0	\$477,045	\$0	\$0	\$0	\$0	\$11,910	\$493,638
Central Tablelands Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cowra	\$0	\$4,397	\$8,174	\$0	\$279,849	\$0	\$0	\$0	\$0	\$615	\$293,035
Forbes	\$0	\$3,613	\$0	\$0	\$608,921	\$0	\$0	\$3,021	\$0	\$15,295	\$630,850
Lachlan	\$0	\$2,963	\$0	\$0	\$525,272	\$0	\$0	\$0	\$0	\$8,280	\$536,515
Lithgow	\$0	\$0	\$0	\$0	\$958	\$0	\$0	\$0	\$0	\$5,540	\$6,498
Oberon	\$0	\$2,248	\$502	\$0	\$225,687	\$0	\$0	\$2,197	\$0	\$7,970	\$238,604
Orange	\$0	\$21,109	\$13,675	\$0	\$285,594	\$0	\$0	\$11,308	\$0	\$24,320	\$356,006
Parkes	\$0	\$6,630	\$0	\$0	\$509,506	\$0	\$0	\$7,776	\$0	\$5,540	\$529,452
Upper Macquarie County Council	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Weddin	\$0	\$726	\$0	\$0	\$93,974	\$0	\$0	\$1,318	\$0	\$5,230	\$101,248
Total	\$0	\$62,049	\$22,351	\$0	\$3,566,775	\$0	\$0	\$38,988	\$0	\$93,320	\$3,783,482

The table below reflects the **savings** by members for the **23/24 financial year** as of 15 November 2023:

SAVINGS	Water Utilities Alliance Contracts	HR Contracts	WHS contracts	IT contracts	Supply contracts	Roads/ Transport contracts	Energy contracts	RDOCS contracts	Other contracts	Training	Legal advice re Procurement	Participation in regional procurement	Total	Cost to members	Net savings
Bathurst	\$0	\$1,660	\$0	\$0	\$136,785	\$0	\$0	\$1,746	\$0	\$1,617	\$0	\$9,000	\$150,807	\$0	\$150,807
Blayney	\$0	\$48	\$0	\$0	\$140,037	\$0	\$0	\$614	\$0	\$1,681	\$0	\$6,000	\$148,380	\$0	\$148,380
Cabonne	\$0	\$785	\$0	\$0	\$128,559	\$0	\$0	\$0	\$0	\$2,990	\$0	\$6,000	\$138,335	\$0	\$138,335
Central Tablelands Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000	\$0	\$8,000
Cowra	\$0	\$423	\$3,503	\$0	\$186,663	\$0	\$0	\$0	\$0	\$100	\$0	\$10,000	\$200,689	\$0	\$200,689
Forbes	\$0	\$461	\$0	\$0	\$239,346	\$0	\$0	\$533	\$0	\$4,399	\$0	\$2,000	\$246,740	\$0	\$246,740
Lachlan	\$0	\$430	\$0	\$0	\$248,655	\$0	\$0	\$0	\$0	\$3,182	\$0	\$4,000	\$256,267	\$0	\$256,267
Lithgow	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,626	\$0	\$5,000	\$6,626	\$0	\$6,626
Oberon	\$0	\$291	\$215	\$0	\$10,749	\$0	\$0	\$388	\$0	\$2,211	\$0	\$6,000	\$19,854	\$0	\$19,854
Orange	\$0	\$2,332	\$5,861	\$0	\$159,743	\$0	\$0	\$1,995	\$0	\$4,707	\$0	\$6,000	\$180,638	\$0	\$180,638
Parkes	\$0	\$1,079	\$0	\$0	\$15,021	\$0	\$0	\$1,372	\$0	\$1,986	\$0	\$6,000	\$25,459	\$0	\$25,459
Upper Macquarie County Council	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$8,000	\$0	\$8,000
Weddin	\$0	\$34	\$0	\$0	\$109,948	\$0	\$0	\$233	\$0	\$1,493	\$0	\$6,000	\$117,707	\$0	\$117,707
Sub Total	\$0	\$7,544	\$9,579	\$0	\$1,375,506	\$0	\$0	\$6,880	\$0	\$25,992	\$0	\$82,000	\$1,507,502	\$0	\$1,507,502
												Cost to members	\$0		
												Total	\$1,507,502		



Please contact Ms Jennifer Bennett, Executive Officer, 0428690935, with any queries regarding this advice or in her absence Acting Executive Officer, Kate Barker, 0428 604 513

Attachments

1. Minutes of the CNSWJO Board meeting 23 November
2. Report from Policy Lab#1

Minutes of the CNSWJO Board Meeting 23 November 2023 held in Sydney

Minutes of the CNSWJO Board Meeting 23 November 2023 held in Sydney

In Attendance*

Cr J Jennings	Bathurst Regional Council	Cr J Hamling	Orange City Council
Cr D Somerville	Blayney Shire Council	Cr M Statham	Lithgow City Council
Cr K Beatty	Cabonne Council	Cr M Kellam	Oberon Council
Cr R Fagan	Cowra Shire Council	Cr N Westcott	Parkes Shire Council
Cr P Miller OAM	Forbes Shire Council	Cr P Best	Weddin Shire Council
Cr P Phillips	Lachlan Shire Council		

Mr D Sherley	Bathurst Regional Council	Mr G Rhodes	CTW
Mr B Byrnes	Cabonne Council	Ms K Annis-Brown	OLG
Mr P Devery	Cowra Shire Council	Ms O West	Regional NSW
Mr S Loane OAM	Forbes Shire Council	Ms J Bennett	CNSWJO
Mr G Tory	Lachlan Shire Council	Ms M Macpherson	CNSWJO
Mr R Gurney	Lithgow City Council	Ms K Barker	CNSWJO
Mr G Wallace	Oberon Council	Ms C Griffin	CNSWJO
Mr D Waddell	Orange City Council		
Mr K Boyd PSM	Parkes Shire Council		
Ms N Vu	Weddin Shire Council		

*Voting members in bold

Meeting opened at 9.00am by Chair Cr Kevin Beatty

1. Welcome

Cr Beatty noted this was the 10th visit to NSW Parliament by the region and thanked both Mr Phil Donato, Member for Orange and Roy Butler, Member for Barwon, for their supporting in hosting this meeting.

2. Acknowledgement of Country

Acknowledgment to Country

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

Cr S Ferguson, Cr C Bembrick, Mr M Dicker, Cr A McGibbon, Mr C Butler and Mr T Johnson.

Resolved	Cr J Hamling/Cr P Miller
That the apologies for the Central NSW Joint Organisation Board meeting 23 November 2023 listed above be accepted.	

4. Conflicts of Interest

Resolved	Cr P Miller/Cr J Hamling
Nil declared	

5. Speakers

1. Ernst & Young

Presentation on the Business Case for the Priority Investments in the Nexus Between Emissions Reduction and Energy Security in Central NSW

Resolved	Cr M Kellam/Cr J Jennings
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That items 8L and 8K be brought forward.

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

8I Just Transition to a Renewable Energy Future Report

Resolved	Cr J Jennings/Cr P Miller
That the Board note the Just Transition to a Renewable Energy Future Report and;	
<ol style="list-style-type: none"> 1. call on the NSW Government to, as a matter of urgency; <ol style="list-style-type: none"> a. provide a whole of government approach to the logistics of the infrastructure effort to rewire regional NSW; b. review the State Significant Development Process particularly with regard to <ol style="list-style-type: none"> i. cumulative impacts; ii. its applicability to the large-scale infrastructure effort in rewiring NSW; iii. timeframes for the post consultation period; iv. additional compulsory pre consultation requirements v. a fit for purpose mandated planning agreement policy and process; and c. identify all cumulative impacts of rewiring of regional NSW including transport and housing; d. note development outside the Renewable Energy Zone and Energy Co remit is also substantial; e. provide just compensation to communities for these impacts where this compensation includes consideration of the ongoing, cumulative impacts of poor processes to date; f. direct NSW Government agencies and State-Owned Corporations to develop and implement policy that better engage and inform community on State Significant Development; g. provide assurance for energy security for the communities of Central NSW through the next decade of transition and beyond; h. ensure that there is sufficient water for urban communities leading into the next drought and that they have priority over the energy transition effort; and i. develop and implement policy that allows for optimal outcomes for agriculture co-located with large scale renewable energy generation; j. royalties on power generation from renewable energy productions go to all affected communities including those responsible for and impacted by the transport task; k. freight impacts for the Central NSW region be urgently assessed; 2. advocate for more funding for distributed energy generation, including seeking support for roll-out in the Central NSW region from Essential Energy, Endeavour Energy and Iberdrola; 3. advocate for incentivising domestic battery uptake in region, to help both support the energy transition and energy security; 4. note in particular the advice regarding windfarm projects in Forestry Corporation softwood forests in Bathurst, Lithgow, Oberon and Orange; 5. update the advocacy policy and the CNSWJO Risk Management Plan in line with the resolve above; and 6. ask the Advocacy Subcommittee of Mayors to monitor the situation closely and act in the interest of the region between Board meetings with an ongoing focus on supporting communities through this difficult period including seeking recompense and energy security. 	

10:50 Crs Westcott and Miller left the meeting to attend Question Time

8k Energy Report

Resolved	Cr M Kellam/Cr J Jennings
That the Board note the Energy Program Report and;	
1. note the progress of the business case on the nexus between energy security and emissions reduction and	
a. note the draft business case document and the appendices;	
b. endorse option 3 of the business case as the recommended option;	
c. endorse the business case 'placemat';	
2. advocate to the NSW OECC to extend the JONZA program to ensure embedment and efficient implementation of activities that support the region's net zero aspirations into the future;	
3. advocate to the EPA and the OECC for support and funding to progress activities that will assist councils in reducing emissions from landfill;	
4. approve a regional application by CNSWJO for interested member councils for the Community Energy Upgrades Fund;	
5. note the estimated cost savings of \$2.37m for members between January to June 2023 under the large sites and streetlighting electricity contract;	
6. note the AER's draft determination in relation to Essential Energy's pricing proposal for public lighting was not approved and note the importance of the ongoing work that the Southern Lights Group continues to conduct on behalf of members, where it was the only submission received in relation to public lighting; and	
7. make a submission to the Renewable Energy Framework consultation.	

11:50 Crs Westcott and Miller returned from Question time

Speaker: The Hon. Penny Sharpe, MLC, Minister for Climate Change, Minister for Energy Minister for the Environment, Minister for Heritage and Leader of the Government in the Legislative Council

Action/s: Minister Sharpe welcomed spending more time early in the New Year on the Ernst and Young Business Case. CNSWJO staff to follow-up.

Speaker: The Hon. Chris Minns, MP
Premier, Member of the Legislative Assembly, Member for Kogarah

Action/s: Follow-up to be provided on disaster funding.

Speaker: The Hon. Daniel Mookhey, MLC, Treasurer

Action/s: Follow up on population projections review and water & sewer disaster funding.

6. Minutes

6a. Noting of the Minutes of the CNSWJO GMAC Meeting 26 October in Forbes

Resolved	Cr R Fagan/Cr P Miller
That the Central NSW Joint Organisation Board confirm the Minutes of the CNSWJO GAMC Meeting 23 October 2023 held in Forbes	

6b. Confirmation of the Minutes of the CNSWJO Board Meeting 23 August held in Sydney

Resolved	Cr P Miller/Cr R Fagan
That the Central NSW Joint Organisation Board confirm the Minutes of the CNSWJO Board Meeting 23 August 2023 held in Sydney	

7. Business Arising from the Minutes – Matters in Progress

Resolved	Cr P Miller/Cr M Kellam
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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. Financial Report

Resolved **Cr M Kellam/Cr P Miller**
That the Board note the Financial Report.

b. Adoption of the Audited Financial Statements for the year ended 30 June 2023

Resolved **Cr J Hamling/Cr M Kellam**
That the Board note the Compliance Report

c. Annual Compliance and CNSWJO Meeting dates for 2024

Resolved **Cr N Westcott/Cr P Miller**
That the Board note the Compliance report and;
 1. note the Calendar of Compliance and Reporting-Requirements update;
 2. endorse the 2023 Annual Performance Statement and place it on the website;
 3. note the advice from the Chair and Executive Officer that this is summarised in the Annual Performance Statement;
 4. note the report to on code of conduct complaint statistics;
 5. note the Pecuniary Interest Returns under clause 4.21 of the Model Code of Conduct;
 6. determine the dates for GMAC and Board meetings for 2024 be:

Board	29 February	30 May	29 August	28 November
Location	Lachlan	State Parliament	Federal Parliament	Lithgow
GMAC	1 February	2 May	25 July	31 October
Location	Orange	Oberon	Parkes	Orange

d. Policy and Procedure Annual Review

Resolved **Cr P Miller/Cr M Statham**
That the Board note the CNSWJO Policy Procedure Annual Review report and adopt the updated Policy and Procedure Manual noting it includes;
 1. a new policy on the JO making applications through competitive grants processes;
 2. policy aligning with Modern Slavery Legislation;
 3. inclusion in the Charter an annual fee for the Chair of \$10K;
 4. changes to the credit card use to allow for increased programming; and
 5. updates associated with policy in procurement adopted in May of this year

e. The CNSWJO Governance and Advocacy Report

Resolved **Cr P Phillips/Cr M Kellam**
That the Board note the Governance and Advocacy Report and;
 1. nominate Portfolio Mayors as follows:
 a. Cr J Jennings to Energy, Water and Transport; and
 b. Cr R Fagan to Regional Prosperity; and
 2. note that a report will be received from the Rural Doctors' Network workshop in Forbes 31 October and encourage members to take up the "State of Play" opportunity in the interim;
 3. endorse the activities of the Opt in Advocacy Subcommittee of Mayors, that being;
 a. developing a media campaign on Council sustainability;
 b. progressing advocacy for a Safe Swift and Secure Link between Sydney and Central NSW; and

- c. providing oversight of advocacy for on the renewable energy transition and council financial sustainability;
4. provide a letter of support for Cr J Jennings for his fact finding visit to the United States;
5. develop policy on the need for national strategy for the Safe Swift and Secure Link between Sydney and Central NSW;
6. adopt the response to the Inquiry into the performance of the Regional Investment Activation Fund and the Regional Job Creation Fund; and
7. endorse the following submissions that have been lodged to:
 - a. AEMC on Enhancing Community Engagement in Transmission Building;
 - b. the Inquiry into the implementation of recommendations relating to workforce issues, workplace culture and funding considerations for remote, rural and regional health; and
 - c. IPART Water NSW Operating Licence Review;
 - d. Water Infrastructure NSW 91 Proposed New Indicators for LWUs; and
 - e. The Planning system and the Impacts of Climate Change on the Environment and Communities.
 - f. the Inquiry into Protecting Local Water Utilities from privatisation

f. Report from Policy Labs for dissemination to attendees

Resolved	Cr J Hamling/Cr R Fagan
<p>That the Board note the Report from Policy Lab#1 with Charles Sturt University adopt policy, update advocacy plans and receive advice on programming for;</p> <ol style="list-style-type: none"> 1. reframing the rhetoric – speak about local government in terms of capability, opportunity etc; 2. encouraging a ‘big conversation’ about expanding regional collaboration – consider a more authoritative regional board (representing member councils) that’s better placed to advise/negotiate with state and federal agencies; 3. using a regional strategy to build trust in/respect for local government and improve its status in the overall system of government while not glossing over the difficult issues for example financial sustainability; 4. removing red tape barriers to more regional action while avoiding raising amalgamations; 5. leveraging available resources and talent more effectively; 6. reviewing financial sustainability, addressing ‘spatial fiscal imbalance’ particularly between Western Sydney and Central NSW where this is to include a review Federal Assistance Grants system and distribution of other grants to improve equity; avoid competitive grants; 7. expanding self-regulation (eg in planning, environment, water) – Audit Risk and Improvement Committees could be useful but must have effective local representation; 8. supporting the primary democratic role of councillors; 9. providing more background information on election candidates; 10. exploring opportunities for improving candidacy; 11. optimising the Integrated Planning & Reporting framework including as a basis for enhanced community engagement and making the cycle a better fit for newly elected councils; 12. rejecting <ol style="list-style-type: none"> a. mandatory popular election of mayors or wards; b. amalgamations c. changes that might increase oversight and d. changing the councillor-executive relationship at least in the short term pending needed changes; and regarding social media; 13. the Board provide the advice on social media to Council as a proforma report; and 14. that this advice include; <ol style="list-style-type: none"> a. canvassing the idea of a shared resource in social media support; and b. consideration of Councils’ other regulatory obligations relevant to social media under the Local Government Act, Work Health and Safety Act and other material legislation and 15. the Mayoral Board report to Councils include advice from this report 	

g. Regional Procurement and Contracts

Resolved	Cr P Miller/Cr N Wescott
That the Board note the report on Procurement and Contract Management and that it;	
<ol style="list-style-type: none"> 1. note the use of delegations under the procurement policy between Board meetings; 2. note the procurement activity report since the last meeting; 3. approve a 12-month extension of the Supply of Linemarking Services Contract; 4. approve to seek a variation to the current TLD1_2021 Safety Compliance Training Contract for Admire Workplace Safety, enabling the delivery of Traffic Control Training Services under the TLD1_2021 Contract; and 5. approve the additional procurement processes added to the CNSWJO regional procurement plan for 2023/2024. 	

h. Disaster Risk Reduction Fund (DRRF) Program report

Resolved	Cr P Miller/Cr M Kellam
That the Board note the Disaster Risk Reduction Fund Program report and note;	
<ol style="list-style-type: none"> 1. the progress on the needs analysis currently underway; 2. the progress on the Regional Resilience Program working groups; <ol style="list-style-type: none"> a. including the commencement of a collaborative procurement for the technology deliverable; 3. the update and upcoming commencement of the Transport for NSW Customer Resilience Journey Plans project; and 4. the progress of the 'Fix Me' project 	

Priority Five: Transport and Infrastructure

i. Transport Advocacy

Resolved	Cr J Hamling/Cr J Jennings
That the Board note the Transport report and adopt the 'plan on a page' for the recently adopted CNSWJO Regional Transport Technical Committee Strategy 2023-2028.	

Priority Six: Regional Water Security and Productive Water

j. Regional Water Report

Resolved	Cr J Jennings/Cr P Best
That the Board note the Regional Water Report and	
<ol style="list-style-type: none"> 1. endorses the Priority Water Infrastructure brochure; and 2. notes the renegotiation of the agreement with Smart Water for the provision water efficiency collateral for member councils. 	

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

Resolved	Cr M Kellam/Cr J Jennings
That the Board note the Quarterly Review of the Central NSW JO Strategic Plan and Statement of Regional Strategic Priority 2022-2025; and	
<ol style="list-style-type: none"> 1. note that Councils have been sent their PlaceMats for the pre-Community Strategic Plan consultation period; 2. receive a report from State agency consultations to inform Community Strategic Plans and in the interim circulate this to members for feedback; 3. note costs saving of \$4.2m and ROI of 9.4:1 for members in the 2022/2023 financial year; 4. progress an application to the Round Two EOI for the Disaster Risk Reduction Fund to be developed by the sponsoring General Managers under the hand of the Chair; 5. employ a new staff member under the auspices of the Chair to <ol style="list-style-type: none"> a. provide continuity of service during a maternity leave period and 	

- b. provide a greater level of operational support to the water priority;
- 6. note that a briefing is being sought for members regarding budgetary implications of 4 and 5 above and work arrangements of the Executive Officer give her family commitments where the Chair will make his final decisions based on member feedback; and
- 7. a full report on the Executive Officer transition will be provided to the Board in February in the context if the overall budget going forward.

10. Late reports – Regional NSW will circulate reports for members in due course

11. Matters raised by Members and attendees

OLG advised there is a JO review and an IP&R leading practice program in progress.

12. Speakers to the next meeting.

Saul Griffith or suitable alternative, Alistair Lunn and Ant Hayes from TfNSW

13. Next meetings:

GMAC: 1 February 2024 – Orange.

Board: 29 February 2024 – Lachlan

Speaker: The Hon. Rose Jackson, MLC, Minister for Water, Minister for Housing, Minister for Homelessness, Minister for Mental Health, Minister for Youth, and Minister for the North Coast

Action/s: The region will continue to provide follow-up on priority water projects and preparedness for the upcoming drought.

Speaker: The Hon. Jenny Aitchison, Member for Maitland and Minister for Regional Transport and Roads

Action/s: Follow-up on the challenges of freight from the rewiring of NSW construction task will be provided.

14. Meeting closed 4:40pm

Page 7 is the last page of the Central NSW Joint Organisation meeting 23 November 2023 at Sydney

Central NSW Joint Organisation

Policy Lab Workshop

28 September 2023

Report to attendees



Attendees

Facilitators	Professor Mark Evans, CSU Deputy Vice-Chancellor (Research), Adjunct Professor Graham Sansom, University of Technology Sydney Professor Gerry Stoker, Chair in Governance at the University of Southampton.
Panel Members	The Hon. Stephen Lawrence, MLC Cr Kevin Beatty, Mayor of Cabonne Council and Chair of CNSWJO Cr Bill West, immediate past Mayor, Councillor Cowra Council Cr Gerrald Power, Deputy Mayor Orange City Council Ms Noreen Vu, General Manager Weddin Shire Council
Bathurst Regional Council	Cr Beb Fry, Deputy Mayor Mr Darren Sturgiss, Acting General Manager Mr Garry Styles, Consultant
Blayney Shire Council	Cr John Newstead Cr Michelle Prysejones Cr Bruce Reynolds
Cabonne Council	Cr Kevin Beatty, Mayor Cr Andrew Rawson Cr Kathryn O’Ryan Mr Brad Byrnes, General Manager
Cowra Shire Council	Cr Bill West Cr Cheryl Downing Cr Nikki Kiss, OAM
Lachlan Shire Council	Cr John Medcalf, OAM Mr Greg Tory, General Manager
Lithgow City Council	Cr Maree Statham Cr Darryl Goodwin Mr Craig Butler, General Manager
Oberon Council	Cr Andrew McKibbin Cr Lauren Trembath Cr Helen Hayden Cr Gary Wallace, General Manger
Orange City Council	Cr Gerrald Power, Deputy Mayor Mr Dave Waddell CEO
Parkes Shire Council	Cr Neil Westcott, Mayor Cr Marg Applebee, Deputy Mayor Cr Ken Keith, OAM
Weddin Shire Council	Cr Glenda Howell Cr Jason Kenah Ms Noreen Vu, General Manager
Central Tablelands Water	Mr Gavin Rhodes, General Manager
Key Stakeholders	Ms Oliva West, Director, Regional Development Central West
CSU	Ms Julia Andrews, Director of External Engagement, Orange & Bathurst Office of Engagement and Enterprise Susan Barnes, Community Relations Officer, Orange Office of Engagement and Enterprise Ms Amber Marks, Business Development Manager Ms Samantha Beresford, Head of Government Relations and Regional Engagement Office of Engagement and Enterprise Ms Jessica McLaughlin, Assistant Media Officer, Office of the Vice-Chancellor Ms Trease Clarke, Senior Media Officer, Office of the Vice-Chancellor Mr Craig Murphy, Senior Project Officer, Digital Innovations, Office of Engagement and Enterprise Mr Brenton Cox, Photographer
CNSWJO	Ms Jennifer Bennett, Executive Officer Ms Meredith Macpherson, Water Utilities Alliance Program Manager Ms Kate Barker, Net Zero and Operational Program Manager Ms Carolyn Griffin, Project Officer Ms Grace Quinton, Project Officer Ms Verity Page, Executive Support Officer

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Policy Lab Facilitators Professor Mark Evans, Professor Mark Evans, CSU Deputy Vice-Chancellor (Research), Cr Kevin Beatty, Chair of CNSWJO, Ms Jennifer Bennett, Executive Officer, CNSWJO, Adjunct Professor at the University of Technology Sydney Graham Sansom also presented the findings of the Democratic Audit of Local Government.
Image from Brenton Cox Photography

Precis

At the request of Councillors of the region, more opportunities are being created for collaborative work on policy to inform advocacy and programming at the regional level.

Policy Labs has been developed in collaboration with Charles Stuart University to explore the issues important to our communities with a view to action this region can work on to shift the dial. The first Policy Lab for Central NSW Councils was held September 28 2023 at the CSU Campus in Orange.

Policy being explored was Australian Local Democracy and Social Media. Please request slide decks.

Attendees defined problems and worked on solutions in both areas.

This report summarises the event and provides direction for the CNSWJO Board to consider. Attendees were provided with background reading which is available on request.



Chair of CNSWJO, Cr Kevin Beatty welcomes the regions Board and Councillors to the Policy Lab Workshop
Image from Brenton Cox Photography

Recommendations to the Board

The following recommendations are drawn from the two workshops.

Firstly regarding Local Democracy it is recommended that the CNSWJO adopt the following policy and receive a report from the Policy Labs Subcommittee on the implementation of:

1. reframing the rhetoric – speak about local government in terms of capability, opportunity etc;
2. encouraging a ‘big conversation’ about expanding regional collaboration – consider a more authoritative regional board (representing member councils) that’s better placed to advise/negotiate with state and federal agencies;
3. using a regional strategy to build trust in/respect for local government and improve its status in the overall system of government – don’t gloss over difficult issues eg integrity; JOs as ‘think-tanks’?
4. removing red tape barriers to more regional ACTION; tap available resources/talent more effectively; but avoid raising the ghost of mergers in the process;
5. reviewing financial sustainability – address ‘spatial fiscal imbalance’ particularly between Western Sydney and Central NSW; review Federal Assistance Grants system and distribution of other grants to improve equity; avoid competitive grants;
6. expanding self-regulation (eg in planning, environment, water) – Audit Risk and Improvement Committees could be useful but must have effective local representation;
7. re-establishing the primary democratic role of councillors – remove cap on numbers, increase fees;
8. providing more background information (including party?) on election candidates – aim for better quality;
9. rejigging the Integrated Planning & Reporting framework – (a) as a basis for enhanced community engagement; (b) to make the cycle a better fit for newly elected councils;
10. rejecting mandatory popular election of mayors or wards;
11. rejecting amalgamations;
12. rejecting changes that might increase oversight and regulation (eg revamping the Office of Local Government); and
13. rejecting changing the councillor-executive relationship – at least in the short term pending needed changes.

Regarding social media the following recommendations are made:

14. The Board provide the advice on social media to Council as a proforma report; and
15. that this advice include;
 - c. canvassing the idea of a shared resource in social media support; and
 - d. consideration of Councils’ other regulatory obligations relevant to social media under the Local Government Act, Work Health and Safety Act and other material legislation.

Australian Local Democracy with Professors Mark Evans, Graham Sansom and Gerry Stoker

Professor Mark Evans welcomed attendees to Charles Sturt University. From a presentation by Professor Sansom some of the findings about the status of our local democracy added up to NSW being the least locally democratic State in the nation, for example:

- State constitution does not guarantee *democratic* local government.
- Unconstrained state oversight/intervention – rate pegging, planning etc.
- No statutory, place-based, democratic mechanisms below whole of LGA.

Professor Gerry Stokes provided advice on how localism is tracking in the United Kingdom. Based on concepts like the principle of subsidiarity, control has been devolving top down in the UK however funding has not – leading to significant financial challenges for NSW Council equivalent in the UK. [Councils in England in crisis as Birmingham 'declares itself bankrupt' | Local government | The Guardian](#)

Some ideas for change were canvassed by Professor Graham Sansom including;

- a *national* conversation about *state* constitutions: adopt the best;
- transforming OLG into a multi-purpose, independent Local Government Commission: largely advisory but limit Minister's power to override advice;
- expanding 'self-regulation' using Local Government NSW plus Audit Risk and Improvement Committees;
- ensuring local government candidates to declare their backgrounds, interests, and policy positions;
- providing regular independent 'representation reviews' covering all aspects of electoral system, whether councils adequately reflect their communities, possible changes required;
- re-establishing the primary *democratic* role of councillors: '*community connectors, brokers and leaders*' (engagement becomes councillor-led); and
- removing the cap on numbers of councillors: (Electoral) Commission to determine required number based on adequate and diverse representation.

A panel session was held where each panelists was asked what their one idea was to grow local democracy in NSW.

Subsidiarity is a principle of social organisation that originated in the Roman Catholic church, and was developed following the [First Vatican Council](#). *In its most basic formulation, it holds that social problems should be dealt with at the most immediate (or local) level consistent with their solution.* The [Oxford English Dictionary](#) defines subsidiarity as the idea that a central authority should have a subsidiary (that is, a supporting, rather than a subordinate) function, performing only those tasks which cannot be performed effectively at a more immediate or local level.... It has been associated by some with the idea of [decentralisation](#).



Policy Lab Panel Members L-R Cr Kevin Beatty Chair of CNSWJO Mayor of Cabonne Council, The Hon Stephen Lawrence, MLC and previous Mayor of Dubbo City Council, Ms Noreen Vu, General Manager of Weddin Shire Council, Cr Gerald Power, Deputy Mayor Orange City Council, Cr Bill West, long serving Councillor and previous Mayor of Cowra Council.

Image from Brenton Cox Photography

The Panel session was followed by a workshop which pulled together the following advice. Firstly, attendees were keen to reinforce that any shift in policy needs to consider the extreme financial constraints Councils are finding themselves in this region – through no fault of their own. Then the workshop fielded the following ideas:

- Reframe the rhetoric – speak about local government in terms of capability, opportunity etc;
- Encourage a ‘big conversation’ about expanding regional collaboration – consider a more authoritative regional board (representing member councils) that’s better placed to advise/negotiate with state and federal agencies;
- Use a regional strategy to build trust in/respect for local government and improve its status in the overall system of government – don’t gloss over difficult issues eg integrity; JOs as ‘think-tanks’?;
- Remove red tape barriers to more regional ACTION; tap available resources/talent more effectively; but avoid raising the ghost of mergers in the process;
- Review financial sustainability – address ‘spatial fiscal imbalance’; review Federal Assistance Grants system and distribution of other grants to improve equity; avoid competitive grants;
- Expand self-regulation (eg in planning, environment, water) – Audit Risk and Improvement Committees could be useful but must have effective local representation;
- Re-establish the primary democratic role of councillors – remove cap on numbers, increase fees;
- More background information (including party?) on election candidates – aim for better quality; and
- Rejig IP&R framework – (a) as a basis for enhanced community engagement; (b) to make the cycle a better fit for newly elected councils;

The workshop was also keen to rule out the following as “no go” areas:

- Mandatory popular election of mayors and wards;
- Amalgamations;
- Changes that might increase oversight and regulation (eg revamping the Office of Local Government); and
- Changing the councillor-executive relationship – at least in the short term pending needed changes to councillor numbers, roles, payment etc plus supportive changes at the regional level.

While comparing to the rest of Australia and then the UK – did we go far enough in exploring local democracy? Take for example the Swiss.

There are 26 Cantons in Switzerland, the equivalent of states in Australia, all of which have many municipalities. For example, the Canton of Zurich with a population of over 1.5m has 169 municipalities – where municipalities are equivalent of local councils in NSW. These municipalities have more responsibility than NSW Councils including for local roads, pools, libraries, riverine health, forests, schools, quality secure water and cemeteries.

Given the culture of direct democracy in Switzerland forced amalgamations are unheard of though neighbouring LGAs have been known to amalgamate where the *people* vote for it. Further, the concept of a “donut Council” which is loudly decried in NSW, is seen as totally logical in the Canton of Zurich. The Swiss cannot believe that forced amalgamations of rural Councils with their regional centres occurs in Australia as in rural Zurich the view is that the needs of urban versus rural are very different.

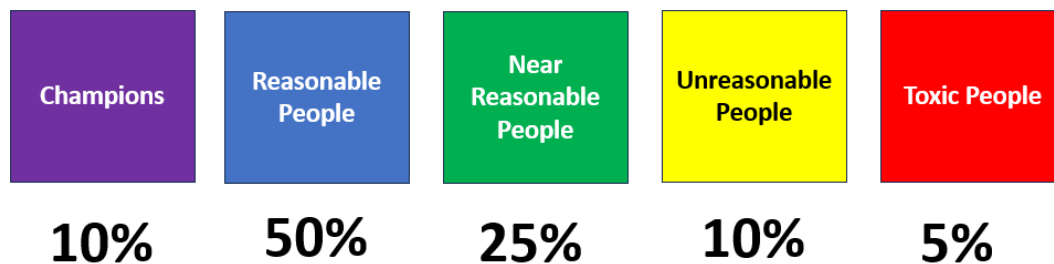
Social Media with Les White and Rob Herrick

Councils operate within a community with its various social media sites. The issue is not just Council owned sites but for other sites over which Council has not control for example “Have a Whinge about Council” or even sites specifically set up to tackle one issue such as a Special Rate Variation.

This session focussed on managing a toxic social media environment. The advice below is drawn from the workshop session and an attached report.

Understanding the social media environment

It’s important to recognise the general social media landscape. There are several different key groups online, and they interact with one another in ways that can be both advantageous and disadvantageous.



- Champions - they love you and your work
- Reasonable people - they can see what you’re doing and why and accept it is necessary.
- Near-reasonable people - they are generally like 'reasonable people' but can have irrational triggers, often over a pet issue, and sometimes never forget it. When people in this group are agitated, it empowers unreasonable and toxic people.
- Unreasonable people - They've just decided they don't like you and it will be hard to win them over. In a political sense, these are the ones who will always vote against you, irrespective of what you've done or promised, however they have positive intent. They will try to win over other people online through selective reasoning. They feed off the discontent of others.
- Toxic people – This group is simply looking to inflict as much damage as possible and cannot be won over and often find validation in the discontent of others.

Managing a toxic social media environment

There are two key steps that need to be undertaken to return to a moderate social media environment *over which you have direct control*:

1. Cut the toxic out of the conversation all together.
This can seriously rebalance the landscape and change the tone of the public conversation. The best method of doing this is by establishing a terms of use, it must be something almost everyone would accept is reasonable. It should include a preface setting the tone for constructive debate before listing specific things that will not be tolerated and then conclude with consequences. Announce it and implement it but apply a grace period before users are blocked or banned.

Terms of use example:

The City of Orange appreciated feedback from citizens and ratepayers and wishes to support constructive online discussions about the issues facing our community.

This page is moderated and abusive behaviour will not be tolerated. This includes:

- 1. Threats of violence*
- 2. Personal attacks*
- 3. Swearing*
- 4. Spreading of misinformation, including links*
- 5. Sharing explicit imagery, including links*
- 6. Repeatedly making the same comment*
- 7. Irrelevant contributions*
- 8. Impersonation of others, or use of pseudonyms*
- 9. Spam, scams or marketing*

All serious threats will be reported to police, Comments that violate these terms will be removed. Repeated violations of these terms may result in a user being banned or suspended from this page.

- Delete and hide comments that violate your terms immediately. Take screenshots of repeat offenders before banning or suspending them and keep it on file.
 - You can also set up an auto-hide feature for any comments that use certain terms.
 - After the grace period, implement these terms stringently and start banning the worst offenders. Spend a period of time focusing on this. Within one to two weeks, you should see a considerable drop in the most vile interactions. This helps you reset, so you can more easily manage your accounts.
-
2. Win over near-reasonable people by demonstrating fairness, accountability and transparency.
By targeting the near-reasonable group you will
 - a. Automatically win support from champions and reasonable people
 - b. Quell the unreasonable, because they won't gain validation from the toxic, who you remove; or from the discontent of others.
 3. Respond to comments and don't dismiss positive intent
The vast majority of people who interact with your social media accounts will have a positive intention behind doing so, and if you recognise this it will help facilitate a positive interaction.

If people feel attacked or dismissed they will not be open to different ideas or points of view. You need to show them you are listening to their core concerns. Be aware that while they may have positive intent, it may still come across in a confrontational way, but if it is not abusive, and you respond well, you will not only start winning that person over, but *others* who are following the conversation *which is key*.



This does something else that is critical: Demonstrating respect and decency, especially in the face of those who are short and confrontational will help to charm those who are 'near reasonable'.

This can only be done if you are in the right frame of mind. If you act unreasonably at any time, this will shake this group of people, and you risk being labelled unfair or liars.

What you're trying to do is create a domino effect. Once the toxic fall, it's easier to charm the near-reasonable. Once the near reasonable are making the right noises then the unreasonable have nothing to feed off. Combined this can take a lot of heat out of an online conversation.

It is important to note, you can't expect to eliminate abuse and unreasonableness, but you can manage it and reduce it. These people always will be, and always have been present in the community - social media just elevates their voices.

Importantly, not all sites are owned and operated by Council. There are a few tactics that can be helpful in managing toxicity on other sites:

1. Get out in front and be strategic
 - Build trust with the community through other mechanisms eg CSP consultation, surveys, events, subcommittees of Councils, other communications such as newsletters. Build a database of community members and communicate with them regularly.

- If you know there is a significant likelihood of toxicity about a matter before Council – develop a plan to manage this and be resource ready to implement it. This includes a “page of facts” that can be dropped into toxic conversations.
2. Do not hide – engage on other sites
 - Do not engage on sites other than your own – just drop in “the facts.”
 - Redirect those looking for factual information on the issue to a site you control.
 3. Be ready willing and able to go the legal route

Sending a \$500 legal letter can quickly shut down defamatory or threatening toxicity.

Mental health of Council staff/Councillors constantly exposed to social media is important

Avoid interacting with online users in a defensive or combative way, as opponents can capture this and turn this against you. To win over those who are somewhat reasonable you need to seem reasonable - emotions must be left at the door, as they will cloud your judgement. Strategies to achieve this:

- a. Avoid people in public view, such as the Mayor or CEO managing their own account. Anyone who feels personally connected to the issue should leave it to others. In cases of individual councillors, they should turn off comments or suspend accounts. Let staff manage and respond where possible.
- b. Avoid overexposure of any individual to the toxic online environment: even if the abuse isn't specifically targeted at a staff member, looking at it on an ongoing basis can be demoralising and lead to a clouded judgement.
- c. Make sure everyone who manages social accounts acts consistently and have a set of rules that are clearly and publicly defined.
- d. Give consideration to a shared resource at the regional level to call in help when more is needed.

Note on social media timings

When an issue is starting to gain momentum, or is bound to gain momentum, then it is best for an organisation to publicly address it at an early opportunity.

Take the time to get your messaging right, but you do not want to let your opponents set the stage on any issue. Allowing this to happen can create unvalidated public concerns that will not go away. It can be frustrating and time-consuming responding to such baseless concerns.

When determining to what extent you respond to online commentary, you will want to consider the expectations of your audience. Generally, there is a large and growing section of the community that will want to interact with you through social media and will want you to respond.

As a rule of thumb, it is recommended responding within one business day. Generally, the public understands large organisations, or people in high office have a large volume of communications. Also, very few private individuals respond to their friends or family in real-time on social media.

Also, you do not need to respond to every comment individually, rather try responding to each concern, as you will find the same concern is raised multiple times. You may choose to respond to the most prominent comment on the matter, or by publishing an individual post on concerns that are attracting significant attention.

Seeking help

Any case of direct and severe threat should be reported to police. If you would report a threat in a phone call to police, then if the comment is made on social media you should also report it to police. This includes:

- threats of violence towards anyone;
- threats of property damage;
- threats of terrorism; and
- threats of self-harm.

Establish a culture of support within your organisation. Having a broad institutional understanding of the impact a toxic online environment can have will encourage support among colleagues.

Organisational leaders can encourage this behaviour by checking in on their staff. The simple act of making others aware you understand the situation they are facing and are prepared to help can help build significant resilience within your team.

The Australian eSafety Commissioner also has resources for managing online abuse. You can file a report of Adult Cyber Abuse to eSafety Commissioner after exhausting the options available through the platform in question. The eSafety Commissioner has the power to order content be taken off line and can issue fines to companies or individuals who do not comply. Find out more at:

www.esafety.gov.au

<https://www.esafety.gov.au/report/what-you-can-report-to-esafety#adult-cyber-abuse>

Social Media in a day-to-day setting

Using this strategy day-to-day will assist you in keeping control of the issues before they arise. An open and respectful forum will always facilitate the exchange of good ideas and public understanding of the decisions your organisation makes.

- **BE PROACTIVE:** Get in front of issues – don't let unreasonable and toxic people write history
- **HOUSE RULES:** Maintain house rules and moderation, this will keep the temperature down at all times and give you a head start when issues escalate.
- **BE POSITIVE:** Remember always be reasonable
- **CULTURE OF SUPPORT:** Check in with staff and members using social media and reinforce reality

Next Steps

Please note the next Policy Lab will be in the new year and explore Productive Water.

12.4) LGNSW 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

RECOMMENDATION:

That Council note the report regarding the LGNSW Annual Conference 2023.

REPORT

The Chairman, Cr Cook and the General Manager attended the 2023 LGNSW Annual Conference at the Rosehill Gardens Racecourse, Rosehill from 12 November to 14 November 2023. Cr Rawson and Cr Nash represented Cabonne Council, whilst Cr Best represented Weddin Shire Council.

The LGNSW Annual Conference is the annual policy making event for NSW general-purpose councils and associate members. CTW is an associate member of LGNSW. The conference is considered a key event of the local government calendar, where local councillors come together to share ideas and debate issues that shape the way Councils are governed.

The conference program included various guest speakers and keynote presentations, presentation of the AR Bluett Awards, conference business, panel presentations, sponsors and trade exhibition, as well as social networking events.

Conference Business involved over 130 motions being presented in the business paper. CTW's motion recommending local water utilities being included in the essential public assets' eligibility list of the NSW Disaster Assistance Arrangements and Australian Government's Disaster Recovery Funding Arrangements (DRFA), was classified as a Category 2 motion as it was considered consistent with existing LGNSW policy position 6.3. According to LGNSW, policy position 6.3 calls for increased federal funding and review of DRFA to expand the eligibility of assets.

The conference was also a great opportunity to network with fellow local government industry colleagues.

All information regarding the 2023 conference is located on the [LGNSW website](#).

The 2024 Local Government Annual Conference will be held from Sunday 17 to Tuesday 19 November at the Tamworth Regional Entertainment and Conference Centre. Tamworth Regional Council will be the host council.

BUDGET IMPLICATIONS

Operational Plan 23/24

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.5) **TRUNK MAIN "C" EMERGENCY PIPE REPLACEMENT WORKS (WS.SP.4)**

Author: General Manager

IP&R Link: Strategic Priority 1: Provide a high quality and reliable drinking water supply – Strategic Priority 3: Regional leadership and collaboration – 1.1: Service provision through fit for purpose infrastructure – 1.1.1: Deliver capital works program based on asset management data. – 1.3: Best Practice Asset management – 1.3.1: Assets are managed strategically, using whole of life methodology to improve delivery of services and financial management. – 3.2: Regional Leadership in the Water Sector

RECOMMENDATION:

That Council:

1. Note the report on the Trunk Main "C" emergency pipe replacement works, and
2. Endorse the actions of the General Manager in engaging directly with Leed Engineering and Construction Pty Ltd in accordance with *Section 55 (3)(k) of the Local Government Act 1993* to undertake emergency pipe replacement works at a total cost of \$368,930.10 (GST inclusive) and contingency of up to 20%.

REPORT

In late November a significant break was located at an under bore section of CTW's Trunk Main "C" across Jacks Creek, near Canowindra. Trunk Main "C" is the main artery of CTW's distribution network, which delivers water from Mandurama through to Gooloogong.



The location of the break is between Trunk Main "V" the main feed to the Moorbel Reservoir that supplies the Canowindra township and Trunk Main "U", the supply to Canomodine Pump Station which services Cargo, Cudal and Manildra townships.

As a result of the location of this break, CTW had to source drinking water from its Gooloogong bores to back feed Canowindra and Moorbel townships as well as Cowra Shire Council's bulk supply to Pierces Rural Scheme.

The Gooloogong bores are generally utilised to supplement the supply to Grenfell and Eugowra to meet peak summer demand periods. As a result of the significant break at Jacks Creek, the Gooloogong bores are now the main source of water supply to Canowindra, Moorbel, Grenfell, Eugowra and Pierces Scheme until Trunk Main "C" has been permanently repaired.

With the increased warmer temperatures currently being experienced across the region, keeping up with the additional water supply demands of Pierces Reservoir, South Canowindra Reservoir and Canowindra Main Town Reservoir from the Gooloogong bores is proving to be quite challenging due to the limitation of low pressures available from the bore pumps.

In the meantime, CTW's operational staff have been working on installing a temporary bypass running across Jacks Creek bridge as an interim measure to supply limited water to Moorbel reservoir before a permanent repair to Trunk Main "C" can be completed. So far, the temporary bypass solution has not been successful due to the varying pipe sizes and the high pressures inherent to Trunk Main "C" at this location. A successful temporary bypass would provide some limited contingency to the supply of drinking water to Canowindra and Moorbel townships only, otherwise CTW's only option would be to cart water into Moorbel and Pierces Reservoir, sourced from a temporary filling point located on Trunk Main "C" on the upstream side of Jacks Creek.

Noting the information provided above, with the heavy reliance on the Gooloogong bores, temporary bypass failures, the increased warmer temperatures, and the reality of a rural township potentially running out of water, the permanent pipe replacement at Jacks Creek was escalated to an emergency situation.

As a result, and in consultation with the General Manager (GM), the Director Operations & Technical Services (DOTS), Water Network Manager, and Water Quality Manager developed a scope of works for emergency pipe replacement works at Jacks Creek. The scope of works identified that CTW's current operational staff would not have the capacity and expertise to undertake the specialised emergency works involving creek crossings, in the short time frame required.

The GM in accordance with *Section 55(3)(k) of the Local Government Act 1993*, authorised DOTS, under the determination of an emergency situation, to directly seek a quotation for the emergency pipe replacement works from the contractor, Leed Engineering and Construction Pty Ltd (Leed). Leed have a current presence at CTW for the construction of CTW's new 12ML reservoir at the Carcoar Water Treatment Plant (CWTP) and were the major contractor for the construction of the 61km bi-directional pipeline between Orange City Council's Icely Road Water Treatment Plant and CTW's CTWP in 2019.

The quotation was received and evaluated by DOTS and the Water Network Manager in consultation with the GM. The quote was considered fair and reasonable under the emergency circumstances and the specialised work involved, as well as similar previous costings for works undertaken in 2019 by another specialised contractor on Trunk Main A. On that basis it was strongly recommended to the GM to accept the quotation and allow Leed to source the materials and make arrangements to mobilise staff to allow these emergency works to commence as soon as possible.

Based on the recommendation, the GM consulted with the CTW Chairman who supported the action of accepting the quotation for emergency works with a subsequent detailed report to be provided to Council for endorsement.

Subsequently, the GM notified Leed that their quotation for the emergency pipe replacement works at Jacks Creek had been accepted, enabling Leed to mobilise their staff which are

expected to be on site by next Tuesday, 12 December 2023 to commence site preparation works.

CTW Senior Management have also sought emergency funding opportunities for this project via DPE Water.

BUDGET IMPLICATIONS

In the absence of emergency grant funding, funding will be sourced from CTW's Infrastructure Reserves and reported through the December 2023 Quarterly Budget Review.

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 October 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 October 2023.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

ATTACHMENTS

1 COUNCIL RESOLUTIONS UPDATE 13-12-23 2 Pages

COUNCIL RESOLUTIONS UPDATE

Council Resolutions Update – Meeting held 13 December 2023					
Resolution Ref.	Date of Meeting	Subject	Responsible Officer	Decision	Action Taken/Status
22/048	22/6/22	Levels of Service Report	SMT	That Council: 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.	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. Status: ongoing
23/005	15/2/23	Belubula Water Security Project Update	GM	That Council: 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.	23/11/23 – The NSW Water Minister advised the CNSWJO Board on 23 November 2023 that details regarding the progression of the BWSP Final Business Case (FBC) are expected to be finalised by the end of December 2023. This will include funding confirmation for the FBC (i.e. State & Federal) and any new governance arrangements for the completion of the FBC. Status: ongoing
23/067	16/8/23	Deed with a neighbouring property owner at Lake Rowlands	GM	That Council authorise the execution by Council of a Deed with the new property owner of "Coombing Vale", Neville, to maintain the watering of stock on this property, currently sourced from Lake Rowlands.	13/10/23 – Property owner advised of resolution to execute a new Deed. CTW awaiting the new Deed from the property owner. Status: ongoing

23/081	18/10/23	Policy review – Public Interest Disclosures Policy	DFCS	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the report; 2. Endorse the draft Public Interest Disclosure Policy and place on public display for a period of 28 days, and 3. If no submissions are received during the public display period, the Public Interest Disclosure Policy be adopted. 	<p>6/12/23 – Draft policy placed on public display for a period of 28 days with no submissions received. The policy is now adopted.</p> <p>Status: completed</p>
23/082	18/10/23	Policy review – Contractor Management Policy	DFCS	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the report, and 2. Endorse the draft Contractor Management Policy and place on public display for a period of 28 days. 3. If no submissions are received during the public display period the Contractor Management Policy be adopted. 	<p>6/12/23 – Draft policy placed on public display for a period of 28 days with no submissions received. The policy is now adopted.</p> <p>Status: completed</p>

12.7) POLICY REVIEW - SOCIAL MEDIA POLICY (CM.PL.1)

Author: Governance Executive Support Officer
IP&R Link: – 1.2: Compliance and Regulation

RECOMMENDATION:

That Council

1. Note the report.
2. Endorse the draft Social Media Policy and place on public display for a period of 28 days, and
3. If no submissions are received during the public display period, the Social Media Policy be adopted.

REPORT

The Office of Local Government (OLG) released a Model Social Media Policy on 7th April 2022 as a guide for all Councils. The model policy is designed to be used and adapted by Councils and to provide additional supplement to the Council's adopted code of conduct.

The intent of the policy is to provide guidelines for use by the parties when involved in social media associated interactions with Central Tablelands Water.

The draft Policy sets out:

- A new section in the introduction about the potential for corruption risks to arise when using social media.
- Part 7: "Records management and privacy requirements"
A prohibition on destroying, altering, or removing social media content and a requirement that councillors have records of their social media content created during their term(s) of office managed or transferred by the council's records manager and general manager or social media coordinator.
- Councillors to consult the general manager prior to uploading publicly available council information onto their social media platforms.
- A clear note to warn councillors and council officials that they may be considered publishers of material posted to the social media pages that they administer, together with provisions that expressly refer to the ability and the manner of 'hiding' content on social media, as opposed to removing it (Part 5).
- A new Part 9 'Concerns or complaints', discussed further below.
Importantly, the Social Media Policy no longer requires a councillor who uses social media for private purposes to maintain a separate social media account for those purposes, nor are they prevented from identifying themselves as council officials on their private social media accounts.

The Social Media Policy makes the general manager the person to whom complaints about councillors and staff should be made, and the chairperson the person to whom complaints about the general manager should be made.

The Policy shall be reviewed every 4 years or more frequently where required taking into account legislative or organisational changes, risk factors and consistency with other supporting policies.

BUDGET IMPLICATIONS

Nil

POLICY IMPLICATIONS

The changes to the policy as noted in the report will bring the existing policy into line with the model Social Media Policy developed by the Office of Local Government in 2022.

ATTACHMENTS

1  [Download](#) Draft Social Media Policy 18 Pages



POLICY



CENTRAL TABLELANDS WATER

DRAFT 2

SOCIAL MEDIA POLICY



DOCUMENT CONTROL

Document Title		Social Media Policy			
Policy Number		CTW-PR023			
Responsible Officer		Director Finance and Corporate Services			
Reviewed by					
Date Adopted					
Adopted by		Council			
Review Due Date					
Revision Number		2			
Previous Versions	Date	Description of Amendments	Author	Review/ Sign Off	Minute No: (if relevant)
1	12/10/16				16/079

Introduction

Social media – opportunities and challenges

Social media is at the heart of modern communication. Since its inception, social media has grown in popularity and influence and is now fundamental to not just how people interact with one another, but also to how we work, play and consume information and ideas.

Social media can be broadly defined as online platforms and applications - such as social networking sites, wikis, blogs, microblogs, video and audio sharing sites, and message boards - that allow people to easily publish, share and discuss content¹. Significantly, one of social media's key features is its unprecedented reach and accessibility, in that anyone with a computer or mobile device can use social media to generate content which has the potential to be viewed and shared by hundreds of millions of people worldwide.

Despite its obvious benefits, social media also presents a variety challenges and risks. These include:

- the emergence of new, harmful forms of behavior, such as cyber-bullying and trolling;
- maintaining the accuracy, reliability and integrity of information disseminated from multiple sources;
- organisations can be held liable for content uploaded onto their social media platforms by third parties²;
- content uploaded in a person's private capacity can adversely affect their employment and cause significant reputational damage to colleagues and employers; and
- rapid innovation can make it difficult to keep pace with emerging technologies and trends.

In addition, potential corruption risks may arise due to social media use. These include:

- customers, development proponents / objectors, tenderers, or other stakeholders grooming public officials by behaviours such as 'liking' specific posts, reposting content, or sending personal or private messages;
- public officials disclosing confidential or sensitive information;
- using social media for sponsorship opportunities, which may unfairly advantage one sponsor over another and lack transparency; and
- public agencies or officials promoting certain businesses by behaviours such as 'following' them, 'liking' content, or making comments, which may result in those businesses being favoured over others.

¹ NSW Department of Education. Social media policy: Implementation procedures – November 2018

² As confirmed by the High Court of Australia in *Fairfax Media Publications Pty Ltd v. Voller, Nationwide News Pty Limited v. Voller*, and *Australian News Channel Pty Ltd v. Voller*, 8 September 2021.

SOCIAL MEDIA AND LOCAL GOVERNMENT IN NSW

As in the federal and state jurisdictions, social media has become an important tool in government and political discourse at the local level. In the context of NSW local government, social media has two primary functions:

- a) it is used by councils to interact and share information with their communities in an accessible and often more informal format.
- b) it enables councillors to promote their achievements and address their constituents directly about community issues and events in ways that either complement or bypass traditional news and print media.

In addition, many councils use social media as the platform through which they webcast their meetings. This increases transparency by providing visibility of council decision making in real time.

However, councils and councillors are not immune from the challenges associated with social media, which can pose a significant risk both in a legal sense, and in terms of a council's ability to operate in a unified and coordinated way. It is therefore vital that councils have the right policy settings in place so that both councils and councillors can realize the full benefits of social media whilst mitigating risk.

THE DEVELOPMENT AND INTENT OF THIS POLICY

The Model Social Media Policy has been developed by the Office of Local Government (OLG) in consultation with councils. It is applicable to councils, county councils and joint organisations.

The Model Social Media Policy sets out an exemplar approach by incorporating examples of best practice from the social media policies of a diverse range of NSW councils, as well as from Commonwealth and State Government agencies.

The Model Social Media Policy provides councils, county councils and joint organisations with a robust framework for the administration and management of their social media platforms. It also sets standards of conduct for all council officials who use social media in their official capacity. It has been developed to be fit-for-purpose in a digital age where innovation and emerging trends are the norm.

The Model Social Media Policy recognises that councils use social media differently depending on factors such as a council's size and resources, the demographics of a local government area, and council's willingness to engage with their community in this way. For these reasons, the Model Social Media Policy ensures a degree of flexibility by including optional and adjustable provisions which enables each council to tailor the policy to suit its own unique circumstances.

CONTENT OF THE MODEL SOCIAL MEDIA POLICY

At the heart of the Model Social Media Policy are the four 'Principles' of social media engagement. These are:

- Openness
- Relevance
- Accuracy
- Respect

These principles, which are expanded upon in Part 1, should underpin every aspect of a council's social media activity and all councils and council officials should commit to upholding them.

Except for Part 8, this policy applies to council social media pages and councillor social media pages.

The Model Social Media Policy is structured as follows:

Part 1	Sets out the principles of social media engagement for councils
Part 2	Contains two administrative models that councils can adopt in relation to the management of their social media platforms
Part 3	Details the administrative framework for councillors' social media platforms
Part 4	Prescribes the standards of conduct expected of council officials when engaging on social media in an official capacity or in connection with their role as a council official
Part 5	Provides a framework by which councils can remove or 'hide' content from their social media platforms, and block or ban third parties
Part 6	Prescribes how councils' social media platforms should be used during emergencies
Part 7	Contains information about records management and privacy requirements relating to social media
Part 8	Relates to personal use of social media by council officials
Part 9	Provides information about where concerns or complaints about a councils' or council officials' social media platform(s), or the conduct of council officials on social media, can be directed.
Part 10	Definitions

ADOPTION

While not mandatory, the Model Social Media Policy reflects best practice and all councils, county councils and joint organisations are encouraged to adopt it. In doing so, they are free to adapt the policy to suit their local circumstances and operating environments or to supplement it with their own provisions.

ENFORCEMENT

Clause 3.1(b) of the *Model Code of Conduct for Local Councils in NSW* provides that council officials must not conduct themselves in a manner that is contrary to a council's policies. If adopted by a council, a breach of the policy will be a breach of the council's code of conduct.

CONCERNS OR COMPLAINTS

Concerns or complaints about the administration of a council's social media platforms should be made to the council's General Manager in the first instance.

ACKNOWLEDGEMENT

The Central Tablelands Water wishes to thank Local Government NSW, councils, the Independent Commission Against Corruption, the Information and Privacy Commission of NSW, the NSW Ombudsman, Resilience NSW, and the State Archives and Records Authority of NSW for their invaluable assistance in drafting this model policy .

REVIEW

This Policy will be reviewed at least every four (4) years in the absence of any significant changes or more frequently where required taking into account legislative or organisational changes, risk factors and consistency with other supporting policies.

Model Social Media Policy

Part 1 – Principles

1.1 We, the councillors, staff, and other officials of Central Tablelands Water, are committed to upholding and promoting the following principles of social media engagement:

<i>Openness</i>	Our social media platforms are places where anyone can share and discuss issues that are relevant to our Council and the community we represent and serve.
<i>Relevance</i>	We will ensure our social media platforms are kept up to date with informative content about our Council and community.
<i>Accuracy</i>	The content we upload onto our social media platforms and any other social media platform will be a source of truth for our Council and community and we will prioritize the need to correct inaccuracies when they occur.
<i>Respect</i>	Our social media platforms are safe spaces. We will uphold and promote the behavioral standards contained in this policy and our Council's code of conduct when using our social media platforms and any other social media platform.

Part 2 – Administrative Framework for Council's Social Media Platforms

Note: this Part contains two different models for who appoints authorised users. These models are:

- Option 1 – the General Manager model
- Option 2 – the Social Media Coordinator model

Central Tablelands Water has chosen to apply option 1.

Platforms

2.1 Council will maintain a presence on the following social media platforms:

- Central Tablelands Water Facebook Page

2.2 The following are links to the Facebook and websites.

Facebook: [Central Tablelands Water | Blayney NSW | Facebook](#)

Website: [Central Tablelands Water \(nsw.gov.au\)](#)

Establishment and deletion of Council social media platforms

- 2.3 A new council social media platform, or a social media platform proposed by a council related entity (for example, a council committee), can only be established or deleted with the written approval of the General Manager or their delegate.
- 2.4 Where a council social media platform is established or deleted in accordance with clause 2.3, the General Manager or their delegate may amend clause 2.1 of this policy without the need for endorsement by the Council's governing body.

Option 1 – the 'General Manager' model

The role of the General Manager

- 2.5 The role of the General Manager is to:
- a) approve and revoke a staff member's status as an authorised user
 - b) develop and/or approve the training and/or induction to be provided to authorised users
 - c) maintain a register of authorised users
 - d) maintain effective oversight of authorised users
 - e) ensure the Council adheres to the rules of the social media platform(s)
 - f) coordinate with the Council's (Insert name of Council department or team) to ensure the Council's social media platforms are set up and maintained in a way that maximizes user friendliness and any technical problems are resolved promptly.
- 2.6 The General Manager is an authorised user for the purposes of this policy.

Authorised users

- 2.7 Authorised users are members of council staff who are authorised by the General Manager to upload content and engage on social media on the Council's behalf.
- 2.8 Authorised users should be members of council staff that are responsible for managing, or have expertise in, the events, initiatives, programs or policies that are the subject of the social media content.
- 2.9 The General Manager will appoint authorised users when required.
- 2.10 An authorised user must receive a copy of this policy and induction training on social media use and Council's obligations before uploading content on Council's behalf.
- 2.11 The role of an authorised user is to:
- a) ensure, to the best of their ability, that the content they upload onto social media platforms is accurate
 - b) correct inaccuracies in Council generated content
 - c) engage in discussions and answer questions on Council's behalf on social media platforms

- d) keep the Council's social media platforms up to date
 - e) moderate the Council's social media platforms in accordance with Part 5 of this policy
 - f) ensure the Council complies with its record keeping obligations under the *State Records Act 1998* in relation to social media (see clauses 7.1 to 7.4 of this policy)
- 2.12 When engaging on social media on Council's behalf (such as, but not limited to, on a community social media page), an authorised user must identify themselves as a member of Council staff, but they are not obliged to disclose their name or position within the Council.
- 2.13 Authorised users must not use Council's social media platforms for personal reasons.

Administrative tone

- 2.14 Authorised users upload content and engage on social media on the Council's behalf. Authorised users must use language consistent with that function and avoid expressing or appearing to express their personal views when undertaking their role.
- 2.15 Authorised users may use more personal, informal language when engaging on Council's social media platforms, for example when replying to comments.

Register of authorised users

- 2.16 The General Manager will maintain a register of authorised users. This register is to be reviewed annually to ensure it is fit-for-purpose.

Ceasing to be an authorised user

- 2.17 The General Manager may revoke a staff member's status as an authorised user, if:
- a) the staff member makes such a request
 - b) the staff member has not uploaded content onto any of the Council's social media platforms in the last two years.
 - c) the staff member has failed to comply with this policy
 - d) the General Manager is of the reasonable opinion that the staff member is no longer suitable to be an authorised user.

Part 3 – Administrative framework for councillors' social media platforms

- 3.1 For the purposes of this policy, councillor social platforms are not council social media platforms. Part 2 of this policy does not apply to councillors' social media platforms.
- 3.2 Councillors are responsible for the administration and moderation of their own social media platforms (in accordance with Parts 3 and 5 of this policy), and ensuring they comply with the

record keeping obligations under the *State Records Act 1998* (see clauses 7.1 to 7.4 of this policy) and council's records management policy in relation to social media.

- 3.3 Clause 3.2 also applies to councillors in circumstances where another person administers, moderates, or uploads content onto their social media platform.
- 3.4 Councillors must comply with the rules of the platform when engaging on social media.

Induction and training

- 3.5 Councillors who engage, or intend to engage, on social media must receive induction training on social media use. Induction training can be undertaken either as part of the councillor's induction program or as part of their ongoing professional development program.

Identifying as a councillor

- 3.6 Councillors must identify themselves on their social media platforms in the following format:
Councillor "First Name and Last Name".
- 3.7 A councillor's social media platform must include a profile photo which is a clearly identifiable image of the councillor.
- 3.8 If a councillor becomes or ceases to be the chairperson, deputy chairperson, or the holder of another position (for example, chairperson of a committee), this must be clearly stated on the councillor's social media platforms and updated within 2 business days of a change in circumstances.

Other general requirements for councillors' social media platforms

- 3.9 Councillor social media platforms must specify or provide a clearly accessible link to the 'House Rules' for engaging on the platform.
- 3.10 A councillor's social media platform must include a disclaimer to the following effect:
"The views expressed, and comments made on this social media platform are my own and not that of the Central Tablelands Water".
- 3.11 Despite clause 3.10, chairperson or councillor media releases and other content that has been authorised according to the Council's media and communications protocols may be uploaded onto a councillor's social media platform.
- 3.12 Councillors may upload publicly available Council information onto their social media platforms.
- 3.13 Councillors may use more personal, informal language when engaging on their social media platforms.

Councillor queries relating to social media platforms

- 3.14 Questions from councillors relating to their obligations under this policy, technical queries relating to the operation of their social media platforms, or managing records on social media

may be directed to the General Manager in the first instance, in accordance with Council's councillor requests protocols

Other social media platforms administered by councillors

3.15 A councillor must advise the General Manager of any social media platforms they administer on which content relating to the Council or council officials is, or is expected to be, uploaded. The councillor must do so within:

- Within 7 days of becoming a councillor

Part 4 – Standards of conduct on social media

4.1 This policy only applies to council officials' use of social media in an official capacity or in connection with their role as a council official. The policy does not apply to personal use of social media that is not connected with a person's role as a council official.

4.2 Council officials must comply with the Council's code of conduct when using social media in an official capacity or in connection with their role as a council official.

4.3 Council officials must not use social media to post or share comments, photos, videos, electronic recordings or other information that:

- a) is defamatory, offensive, humiliating, threatening or intimidating to other council officials or members of the public
- b) contains profane language or is sexual in nature
- c) constitutes harassment and/or bullying within the meaning of the *Model Code of Conduct for Local Councils in NSW*, or is unlawfully discriminatory
- d) is contrary to their duties under the *Work Health and Safety Act 2011* and their responsibilities under any policies or procedures adopted by the Council to ensure workplace health and safety
- e) contains content about the Council, council officials or members of the public that is misleading or deceptive
- f) divulges confidential Council information
- g) breaches the privacy of other council officials or members of the public
- h) contains allegations of suspected breaches of the Council's code of conduct or information about the consideration of a matter under the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*
- i) could be perceived to be an official comment on behalf of the Council where they have not been authorised to make such comment
- j) commits the Council to any action
- k) violates an order made by a court

- l) breaches copyright
- m) advertises, endorses or solicits commercial products or business
- n) constitutes spam
- o) is in breach of the rules of the social media platform.

4.4 Council officials must:

- a) attribute work to the original author, creator or source when uploading or linking to content produced by a third party
- b) obtain written permission from a minor's parent or legal guardian before uploading content in which the minor can be identified.

4.5 Council officials must exercise caution when sharing, liking, retweeting content as this can be regarded as an endorsement and/or publication of the content.

4.6 Council officials must not incite or encourage other persons to act in a way that is contrary to the requirements of this Part.

4.7 Councillors must uphold and accurately represent the policies and decisions of the Council's governing body but may explain why they voted on a matter in the way that they did. (see section 232(1)(f) of the *Local Government Act 1993*).

Part 5 – Moderation of social media platforms

Note: Councils and council officials should be aware that they may be considered a 'publisher' of any content uploaded onto a social media platform they administer, including content that:

- is uploaded by a third party; and/or
- appears on their social media platform because they have 'liked', 'shared', or 'retweeted' the content, or similar.

5.1 Council officials who are responsible for the moderation of the Council's or councillors' social media platforms may remove content and 'block' or ban a person from those platforms. Such actions must be undertaken in accordance with this Part.

5.2 For the purposes of this Part, 'social media platform' and 'platform' means both the Council's and councillors' social media platforms.

House Rules

5.3 Social media platforms must state or provide an accessible link to the 'House Rules' for engaging on the platform.

5.4 At a minimum, the House Rules should specify:

- a) the principles of social media engagement referred to in clause 1.1 of this policy

- b) the type of behavior or content that will result in that content being removed or ‘hidden’, or a person being blocked or banned from the platform
- c) the process by which a person can be blocked or banned from the platform and rights of review
- d) a statement relating to privacy and personal information (see clause 7.4 of this policy)
- e) when the platform will be monitored during Council’s business hours.
- f) that the social media platform is not to be used for making complaints about the Council or Council officials. Complaints or request can be made to Central Tablelands office number 6391 7200 or email water@ctw.nsw.gov.au

5.5 For the purposes of clause 5.4(b), third parties engaging on social media platforms must not post or share comments, photos, videos, electronic recordings, or other information that:

- a) is defamatory, offensive, humiliating, threatening, or intimidating to council officials or members of the public,
- b) contains profane language or is sexual in nature
- c) constitutes harassment and/or bullying within the meaning of the *Model Code of Conduct for Local Councils in NSW*, or is unlawfully discriminatory
- d) contains content about the Council, council officials or members of the public that is misleading or deceptive
- e) breaches the privacy of council officials or members of the public
- f) contains allegations of suspected breaches of the Council’s code of conduct or information about the consideration of a matter under the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*,
- g) violates an order made by a court
- h) breaches copyright
- i) advertises, endorses or solicits commercial products or business,
- j) constitutes spam
- k) would be in breach of the rules of the social media platform.

Removal or ‘hiding’ of content

5.6 Where a person uploads content onto a social media platform that, in the reasonable opinion of the moderator, is of a kind specified under clause 5.5, the moderator may remove or ‘hide’ that content.

5.7 Prior to removing or ‘hiding’ the content, the moderator must make a record of it (for example, a screenshot).

- 5.8 If the moderator removes or 'hides' the content under clause 5.6, they must, where practicable, notify the person who uploaded the content that it has been removed and the reason(s) for its removal and their rights of review.
- 5.9 A person may request a review of a decision by a moderator to remove or 'hide' content under clause 5.6. The request must be made in writing to the General Manager and state the grounds on which the request is being made.
- 5.10 Where a review request is made under clause 5.9, the review is to be undertaken by the General Manager.

Blocking or banning

- 5.11 If a person uploads content that is removed or 'hidden' under clause 5.6 of this policy on two (2) occasions, that person may be blocked or banned from the social media platform.
- 5.12 A person may only be blocked or banned from a Council social media platform with the approval of the General Manager. This clause does not apply to blocking or banning a person from a councillors social media platform.
- 5.13 Prior to blocking or banning a person from a social media platform, the person must, where practicable, be advised of the intention to block or ban them from the platform and be given a chance to respond. Any submission made by the person must be considered prior to a determination being made to block or ban them.
- 5.14 The duration of the block or ban is to be determined by the General Manager, or in the case of a councillors social media platform, the councillor.
- 5.15 Where a determination is made to block or ban a person from a social media platform, the person must, where practicable, be notified in writing of the decision and the reasons for it. The written notice must also advise the person which social media platforms they are blocked or banned from and the duration of the block or ban and inform them of their rights of review.
- 5.16 Despite clauses 5.11 to 5.15, where a person uploads content of a kind referred to under clause 5.5, and the moderator is reasonably satisfied that the person's further engagement on the social media platform poses a risk to health and safety or another substantive risk (such as the uploading of defamatory content), an interim block or ban from the platform be imposed on the person immediately for a period no longer than 7 days.
- 5.17 A person who is blocked or banned from the platform under clause 5.16 must, where practicable, be given a chance to respond to the interim block or ban being imposed. Any submission made by the person must be considered when determining whether the interim block or ban is to be removed or retained under clauses 5.11 to 5.15.
- 5.18 A person may request a review of a decision to block or ban then from a social media platform. The request must be made in writing to the General Manager and state the grounds on which the request is being made.
- 5.19 Where a review request is made under clause 5.18, the review is to be undertaken by the General Manager. Where the decision to block or ban the person was made by the General Manager, the

review must be undertaken by another senior and suitably qualified member of staff who was not involved in the decision.

- 5.20 Where a person that is the subject of a block or ban continues to engage on a social media platform(s) using an alternative social media account, profile, avatar, etc., a moderator may block or ban the person from the platform(s) immediately. In these circumstances, clauses 5.11 to 5.19 do not apply.

Part 6 – Use of social media during emergencies

- 6.1 During emergencies, such as natural disasters or public health incidents, the General Manager will be responsible for the management of content on the Council's social media platforms.
- 6.2 To ensure consistent messaging both during and after an emergency, authorised users and council officials must not upload content onto the Council's or their own social media platforms which contradicts advice issued by the agency coordinating the emergency response, or agencies supporting recovery efforts.
- 6.3 Training on social media use during emergencies should be included in training and/or induction provided to authorised users and councillors.

Part 7 – Records management and privacy requirements

Records management

- 7.1 Social media content created, sent and received by council officials (including councillors) acting in their official capacity is a council record and may constitute open access information or be subject to an information access application made under the *Government Information (Public Access) Act 2009*. These records must be managed in accordance with the requirements of the *State Records Act 1998* and the Council's approved records management policies and practices.
- 7.2 You must not destroy, alter, or remove social media content unless authorised to do so. If you need to alter or remove social media content, you must do so in accordance with this policy, and consult with the Council's records officer and comply with the requirements of the *State Records Act 1998*.
- 7.3 When/if a councillor's term of office concludes, the councillor must contact the Council's records officer and General Manager to manage/transfer records of social media content created during their term of office and comply with the requirements of the *State Records Act 1998*.

- 7.4 In fulfilling their obligations under clauses 7.1 to 7.3, council officials should refer to any guidance issued by the State Archives and Records Authority of NSW relating to retention requirements for councils' and councillors' social media content³.

Privacy considerations and requirements

- 7.5 Social media communications are in the public domain. Council officials should exercise caution about what personal information, if any, they upload onto social media.
- 7.6 The *Privacy and Personal Information Protection Act 1998* applies to the use of social media platforms by the Council and councillors. To mitigate potential privacy risks, council officials will:
- a) advise people not to provide personal information on social media platforms
 - b) inform people if any personal information they may provide on social media platforms is to be used for official purposes
 - c) moderate comments to ensure they do not contain any personal information
 - d) advise people to contact the Council or councillors through alternative channels if they have personal information they do not want to disclose in a public forum.
- 7.7 Council officials must ensure they comply with the *Health Records and Information Privacy Act 2002* when engaging on and/or moderating social media platforms. In fulfilling their obligations, council officials should refer to any guidance issued by the Information and Privacy Commission of NSW, such as, but not limited to, the Health Privacy Principles.

Part 8 – Private use of social media

Note: Activities on social media websites are public activities. Even though privacy settings are available, content can still be shared and accessed beyond the intended recipients.

The terms and conditions of most social media sites state that all content becomes the property of the site on which it is posted⁴.

What constitutes 'private' use?

- 8.1 For the purposes of this policy, a council official's social media engagement will be considered 'private use' when the content they upload:
- a) is not associated with, or does not refer to, the Council, any other council officials, contractors, related entities or any other person or organization providing services to or on behalf of the Council in their official or professional capacities, and

³ See State Archives and Records Authority of NSW 'Government Recordkeeping / Advice and Resources / Local Government' and 'Social media recordkeeping for councillors'

⁴ Social Media: Guidance for Agencies and Staff (Government of South Australia) – page 9

b) is not related to or does not contain information acquired by virtue of their employment or role as a council official.

- 8.2 If a council official chooses to identify themselves as a council official, either directly or indirectly (such as in their user profile), then they will not be deemed to be acting in their private capacity for the purposes of this policy.

Use of social media during work hours

- 8.3 Council staff may only access and engage on social media in their private capacity while at work during breaks.

- 8.4 Council staff who access and engage on social media in their private capacity during work hours must ensure it not does not interfere with the performance of their official duties.

Part 9 – Concerns or complaints

- 9.1 Concerns or complaints about the administration of a council's social media platforms should be made to the council's General Manager in the first instance.
- 9.2 Complaints about the conduct of council officials (including councillors) on social media platforms may be directed to the General Manager.
- 9.3 Complaints about a general manager's conduct on social media platforms may be directed to the chairperson.

Part 10 - Definitions

In this Model Social Media Policy, the following terms have the following meanings:

Authorised user	members of council staff who are authorised by the General Manager to upload content and engage on the Council's social media platforms on the Council's behalf
Council official	in the case of a council - councillors, members of staff and delegates of the council (including members of committees that are delegates of the council); in the case of a county council – members, members of staff and delegates of the council (including members of committees that are delegates of the council); in the case of a joint organization – voting representatives, members of staff and delegates of the joint organization (including members of committees that are delegates of the joint organization)
Minor	for the purposes of clause 4.4(b) of this policy, is a person under the age of 18 years
Personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
Social media	online platforms and applications - such as but not limited to social networking sites, wikis, blogs, microblogs, video and audio sharing sites, and message boards - that allow people to easily publish, share and discuss content. Examples of social media platforms include, but are not limited to Facebook, Twitter, Snapchat, LinkedIn, Yammer, YouTube, Instagram, Flickr and Wikipedia

12.8) ANNUAL FINANCIAL STATEMENTS AND AUDITORS REPORT YEAR ENDING 30 JUNE 2023 (FM.FR.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 receive the 2022/23 Financial Statements and Auditors Reports.

REPORT

Council's Financial Statements for the year ending 30 June 2023 have been completed and in accordance with Section 418 (1) of the Local Government Act 1993 (the Act) are now presented to the public.

In accordance with Section 420 of the Act, any person may make a submission in writing with respect to Council's Annual Financial Statements or the Auditor's Reports. The closing date for submissions is Wednesday 20 December 2023.

A copy of Council's Audited Financial Statements may be viewed on Council's website at www.ctw.nsw.gov.au or alternately are available at Council's Administration Office located at 30 Church Street, Blayney.

Ms Katy Henry on behalf of the Audit Office of NSW will be outlining the conduct of the Audit and the Auditor's Reports at this meeting.

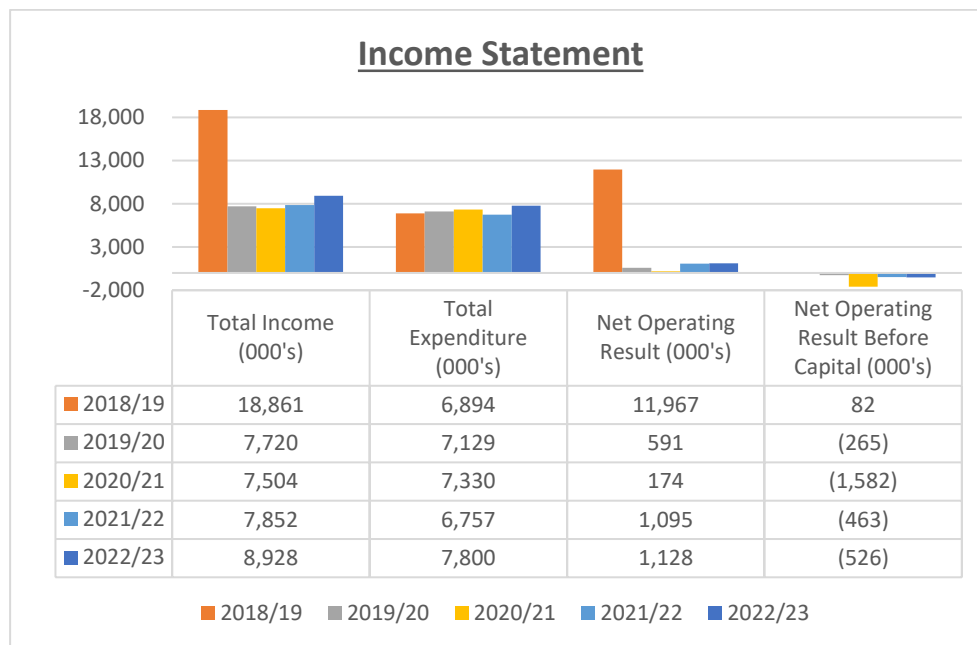
The draft accounts were sent to Council's Audit Risk and Improvement Committee (ARIC) for review prior to submission. The Financial Statements were lodged with the Office of Local Government (OLG) on 24 October 2023 after unqualified audit reports had been received. This lodgement met the deadline set by the Office of Local Government of 31 October 2023.

It is important to also acknowledge the efforts and support of Leanne Smith and her team from Intentus, Monique Bartley, and the NSW Audit Office staff, for their efforts in getting the Financial Statements signed off in a timely manner.

Council also recognises the support and efforts of John Stuart from John Stuart and Associates for assisting with the completion of the Statements and with the conduct of the final Audit.

Everyone is encouraged to review the full set of Financial Statements and Audit Reports available on Council's website at: www.ctw.nsw.gov.au. Any submissions, questions or queries can be directed to water@ctw.nsw.gov.au

Below are some key comparisons of the 2022/23 result compared to the previous four years.

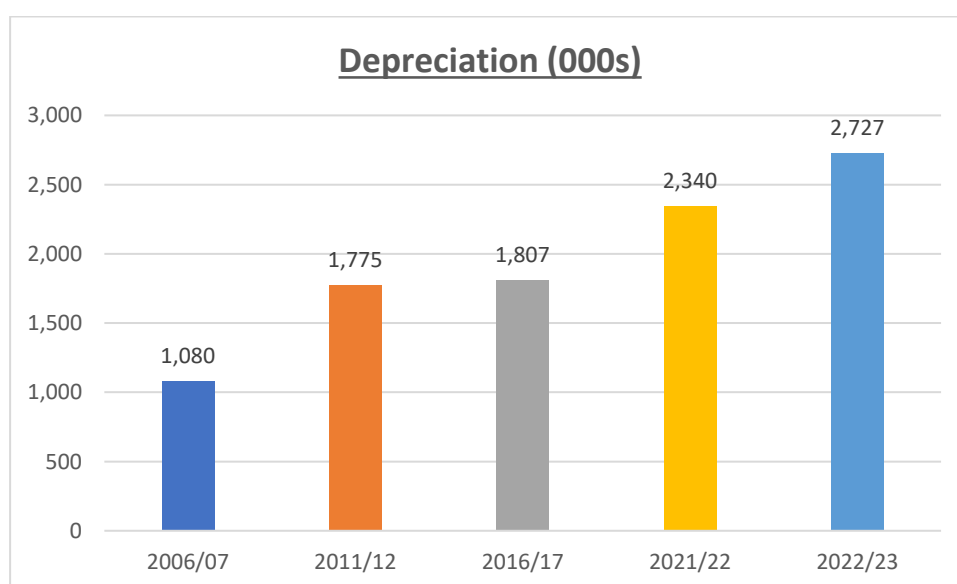


The Net Operating result before Capital was a loss of \$526K compared to a loss of \$463K the previous year.

The main features of the result were:

- Total user fees and charges increased from \$4,456 in 21/22 to \$4,956K in 22/23. This was lower than the original budget of 5,868 due to lower water sales than expected.
- Total expenses increased by 10.4% from \$6,757K in 21/22 to \$7,800K in 22/23. This was attributable to higher materials and contracts that were up by 17.8% and depreciation that was up by 16.5%.

Depreciation

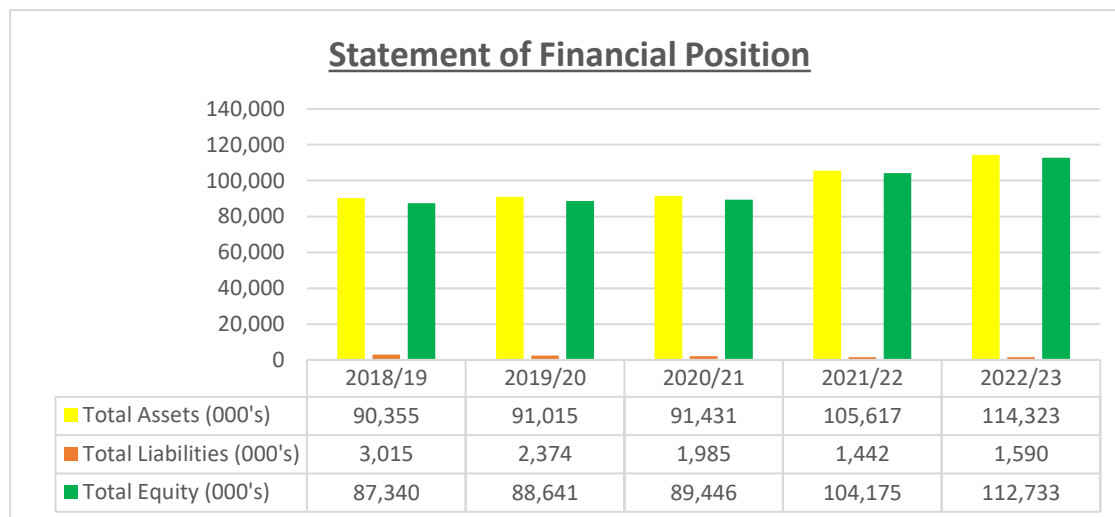


The above table indicates the increasing impact that depreciation is having upon the operating result of Council. Depreciation expense has increased by 153% from 2006/07 and 51% since 2016/17.

Depreciation is now costing Council approximately \$419 per connection. This equates to the revenue raised from a 20mm service consumer using 38kls of water per annum.

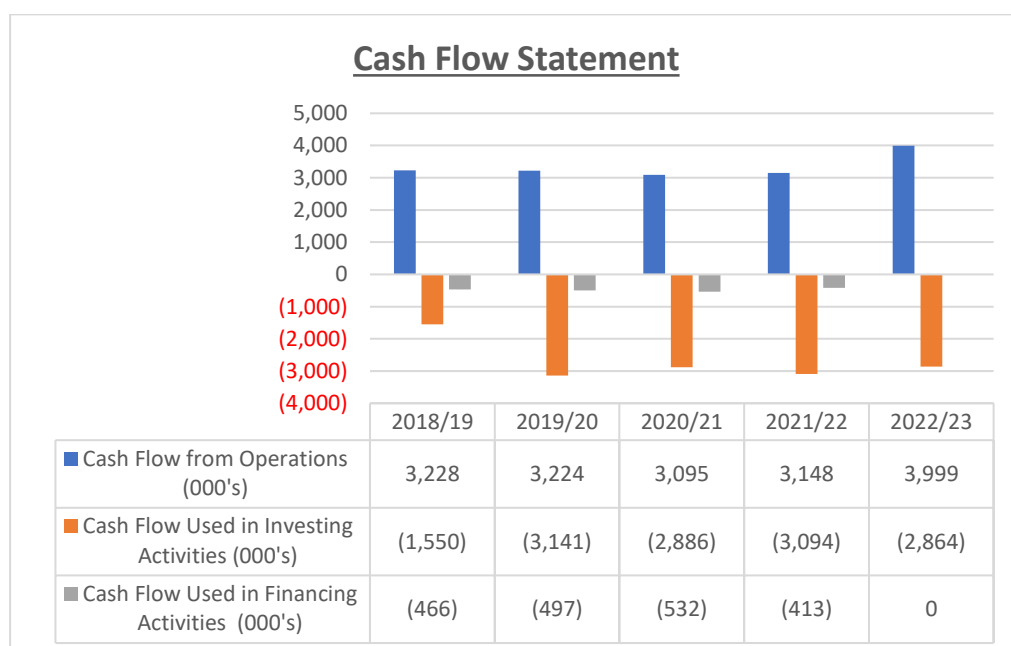
This means that Council has to sell 38 kls of water to each consumer before the depreciation cost is recovered. This is now a significant burden upon Council's operating environment.

Statement of Financial Position



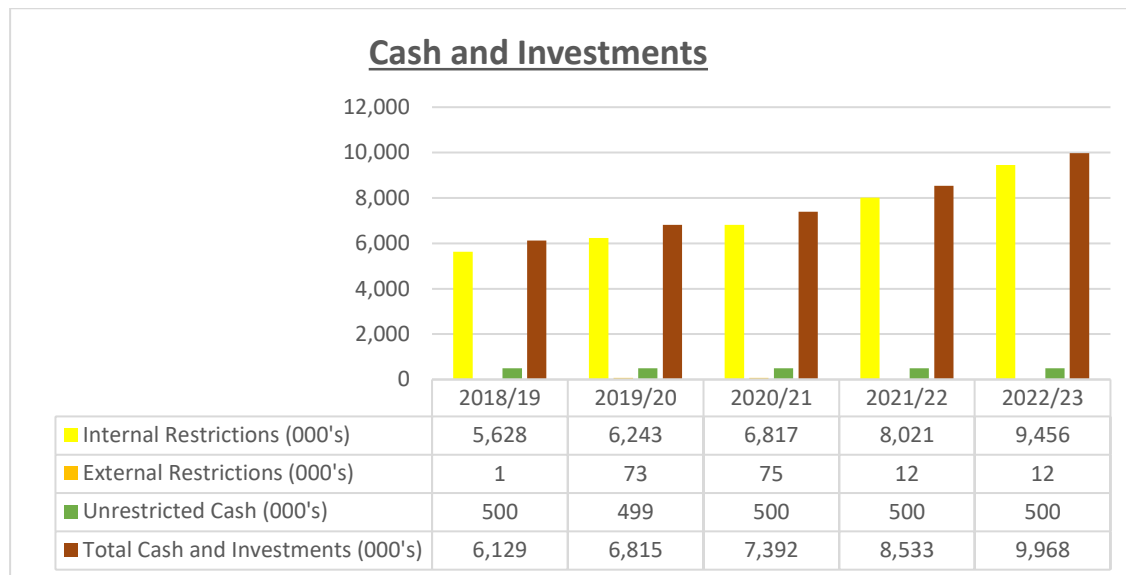
Total equity increased from \$104.17M in 21/22 compared to \$112.73 in 22/23. This increase in total equity was primarily attributable to the \$7.43M asset revaluation increment as a result of the revaluation (indexation) of water infrastructure and revaluation of land and building on 30 June 2023.

Cash Flow Statement



Council generated \$3,999K of cash from operations in 22/23 which was a significant increase over the \$3,148K generated in 21/22. This was attributable to the capital grant received for the Carcoar 12ML reservoir and improved water charges collections.

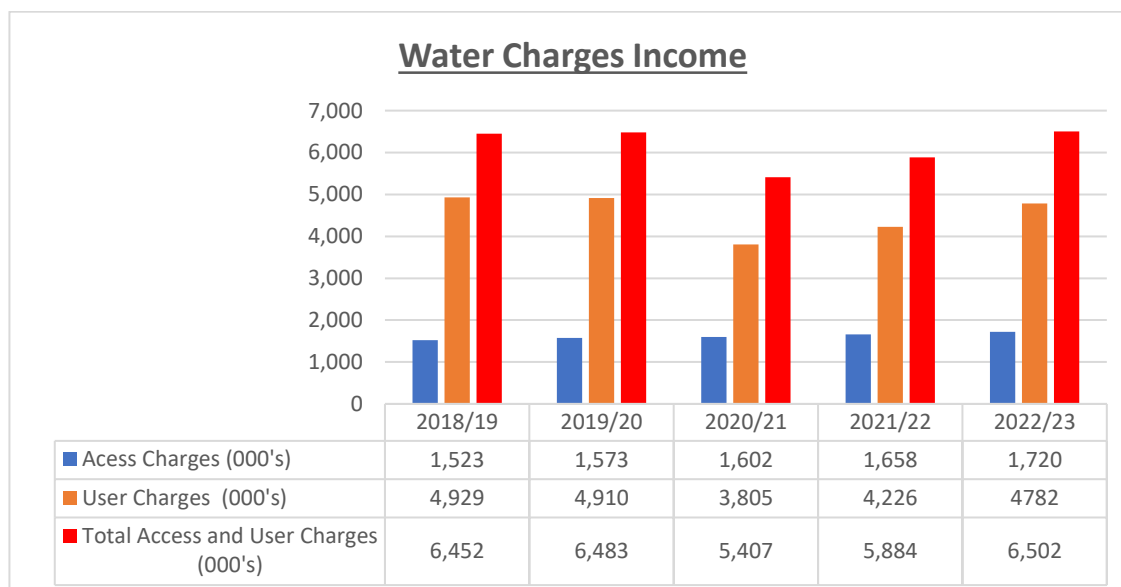
Cash and Investments



Council's total cash and investments totalled \$9,968K in 22/23. This consisted of external restrictions (deposits and bonds) of \$12K, \$9,426K of internal restrictions (allocated at discretion of Council through budget adoption or separate resolution) and \$500K of unrestricted funds that can be used to cover working capital requirements.

Internal restrictions increased by \$1,435K to \$9,426K. This was due to the carry over of some works to the 2023/24 year. It was also the first year that Council had been debt free since 2002 and this provided an opportunity to set aside more funds into the infrastructure restriction (reserve) for future capital works.

Water Charges Income



In 22/23 Council's water sales increased to \$4,782K from \$4,226 in 21/22. This was significantly less than budget and was attributable to wetter than expected climatic conditions. It is notable that the 2022/23 water sales were lower than that achieved in 2018/19 of 4,929K.

Council's capacity to fund its future capital program is heavily dependent upon continuing growth in water sales revenue. The recent years water sales (since 20/21) have reduced the funding available for future infrastructure renewal by up to \$2.0M dollars. This will mean that additional grant or loan funds will have to be found to fund future infrastructure renewals.

BUDGET IMPLICATIONS

The operating result before capital was lower than expected in 22/23 due to lower than expected water sales and increased costs particularly depreciation and materials and contracts.

Council seeks to achieve positive operating results before capital so it can fund the renewal of its ageing infrastructure network. Council's long term financial plan will need to be modified if operating conditions continue to be difficult and positive operating results before capital cannot be achieved.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.9) FINANCIAL MATTERS - INVESTMENT REPORT AS AT 30 NOVEMBER 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).

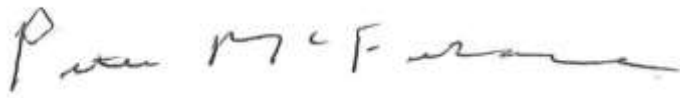
RECOMMENDATION:

That the information in relation to Council's Cash and Investments at 30 November 2023 be noted.

REPORT**Cash and Investments**

The investment summary below represents Council's total investments as of 30 November 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 RBA raised the cash rate at the November meeting by a further 0.25% to now be 4.35%.

This was in response to inflation remaining higher than expected. The September quarter Consumer Price Index had a headline rate of 5.4% which was higher than forecast. There have also been indications that consumer spending is more resilient than expected.

The strength of consumer expenditure has in part been sustained by the large level of drawdowns out of superannuation funds with members increasingly entering the retirement phase.

This indicates that it may take longer for the RBA to see a return of inflation to the 2.0 to 3.0% target band.

It is notable that the increased cost of living is starting to significantly impact mortgage holders who has seen repayments increase substantially due to the thirteen increases in the cash rate since May 2022.

BUDGET IMPLICATIONS


Given that it is now highly likely that interest rates will be higher for longer than previously thought, the returns on Council's investment portfolio in 23/24 are expected to be significantly

higher than budgeted in 23/24. This will be reviewed as part of the September 2023 Quarterly Budget Review Statement.

POLICY IMPLICATIONS

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

ATTACHMENTS

1  Bank and Investment Balances 30-11-2023 1 Page

Cash and Investments as at 30 November 2023

		Credit Rating	Term (Days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits	\$ 9,300,000.00					86.19%
Commonwealth Bank of Australia	600,000	AA-	364	5.33%	14/06/24	5.56%
Commonwealth Bank of Australia	500,000	AA-	365	4.67%	7/02/24	4.63%
Bank of QLD - Curve Securities	500,000	BBB+	365	5.05%	6/03/24	4.63%
Unity Bank/Reliance Credit Union	500,000	Unrated	366	5.50%	4/08/24	4.63%
ING - Curve Securities	500,000	A	365	5.20%	16/10/24	4.63%
AMP - Curve Securities	500,000	BBB	365	4.90%	26/03/24	4.63%
ING - Curve Securities	500,000	A	367	5.48%	4/11/24	4.63%
NAB - Curve Securities	500,000	AA-	365	5.20%	4/10/24	4.63%
Commonwealth Bank of Australia	500,000	AA-	364	5.00%	13/09/24	4.63%
AMP - Curve Securities	500,000	BBB	365	4.80%	14/03/24	4.63%
Bank of QLD - Curve Securities	500,000	BBB+	365	4.75%	11/03/24	4.63%
Macquarie Bank - Curve Securities	200,000	A+		4.75%	At Call	1.85%
NAB - Curve Securities	500,000	AA-	365	4.45%	2/04/24	4.63%
ING - Curve Securities	500,000	A	365	5.25%	9/10/24	4.63%
Bank of QLD - Curve Securities	500,000	BBB	365	5.25%	25/09/24	4.63%
NAB - Curve Securities	500,000	AA-	365	5.50%	2/07/24	4.63%
Bank of QLD - Curve Securities	500,000	BBB+	365	5.35%	7/06/24	4.63%
Reliance Bank	500,000	Unrated	366	5.91%	13/07/24	4.63%
NAB - Curve Securities	500,000	AA-	365	5.22%	19/09/24	4.63%
At Call Deposits	\$ 1,489,900.47					13.81%
Commonwealth Bank - General Account	\$ 508,093.06	AA-	At Call	4.20%	N/A	
Commonwealth Bank - BOS Account	\$ 981,780.59	AA-	At Call	4.35%	N/A	
Reliance Credit Union - Cheque Account	\$ 26.82	Unrated	At Call	0.00%	N/A	
Total Value of Investment Funds	\$ 10,789,900.47					100%

Average Rate on Term Deposits

90 Day BBSW for September 2023	4.3674%
Average Rate on Term Deposits	5.0675%
Margin over 90 day BBSW	0.7001%

Average Term - Short Term Deposits (days) 365

Long Term Credit Rating

	Amount \$	%
AA-	\$ 5,089,873.65	47.17%
A+	\$ 200,000.00	1.86%
A	\$ 1,500,000.00	13.90%
BBB+	\$ 1,500,000.00	13.90%
BBB	\$ 1,500,000.00	13.90%
Unrated	\$ 1,000,026.82	9.27%
Total	\$ 10,789,900.47	100.00%

BANK RECONCILIATION

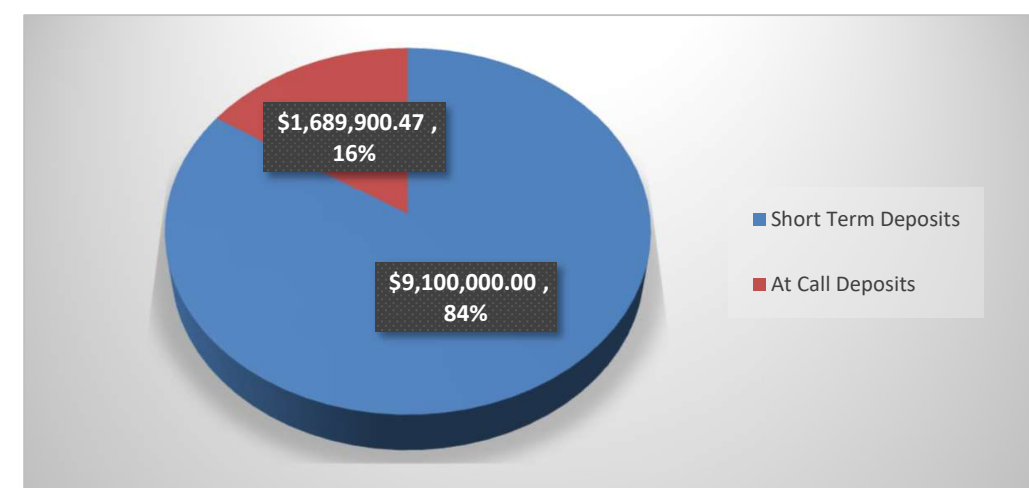
Balance as per Bank Statement	\$ 572,426.71
Add: Visa card purchases processed November 2023	\$ 13,240.35
Add: Cash receipt deposited 01.12.23	\$ 168.60
Add: Eftpos received 01.12.23	\$ 759.87
Less: Direct credit receipt outstanding transaction	-\$ 188.92
Less: Outstanding cheque number 834	-\$ 100.00
Less: CBA batch processed 01.12.23	-\$ 78,213.55

Balance as per Cash Book \$ 508,093.06

GENERAL FUND

(a) Cash Book Balance	\$ 1,489,900.47
(b) Bank Balance	\$ 1,489,900.47

Short Term Deposits	\$ 9,100,000.00
At Call Deposits	\$ 1,689,900.47



12.10) QUARTERLY BUDGET REVIEW STATEMENT - 30 SEPTEMBER 2023
(FM.FR.1)

Author: Director Finance & Corporate Services
IP&R Link: – 2.2: Sound Financial management – 2.2.1: Review and update long term financial plan (LTFP).

RECOMMENDATION:

That Council adopt the budget review statement for the quarter ended 30 September 2023 and the variations therein be voted.

REPORT

The Quarterly Budget Review Statement (QBRs) for the period ended 30 September, 2023 is submitted for consideration by Council in accordance with clause 203 of the Local Government (General) Regulation 2005.

The net operating result before capital that was originally estimated to be a surplus of \$46,218 is now estimated to be a deficit of \$681,782. This is a reduction of \$678,000 over the quarter. (a \$50,000 additional amount was attributable to a revote for the Sub-Regional Town Water Strategy from 22/23).

The main reasons for this adjustment was:

- A reduction of \$355,000 in the estimated water access charges due to an error in the projections in the original budget. This has now been rectified.
- A reduction of \$384,000 in estimated water sales due to low billing runs in both the September and December quarters. The deficit in year to date water sales is unlikely to be recovered in the subsequent quarters of 23/24. Whilst changed weather conditions may lead to increased consumption in future months this is considered not to be sufficient to meet the overall original budget target.
- An additional \$100,000 was added to the investment income estimate given that it is now likely that interest rates will stay higher for longer.
- Additional costs were incurred for general insurance costs of \$11,000. \$30,000 is also anticipated for increased fleet fuel and servicing costs with a further \$5,000 required to complete the schools water bottle roll-out program across the entire supply area.
- A \$7,000 budget saving was realised on the 23/24 Workers Compensation premium.

The capital expenditure budget is estimated to increase from \$2.083M in the original budget to an estimated \$7.035M. This increase has been largely attributable to the rollover of projects from 22/23 of \$4.666M. The largest of these projects being the new Carcoar Water Treatment Plant 12ML reservoir which accounted for \$3.161M of the increased budget.

Further capital expenditure votes were added totalling \$286,000 during the quarter being for:

- \$222,000 for the Carcoar 12ML reservoir due to a variation for adverse ground conditions.
- \$64,000 to permanently renew the Manildra Trunk Main that was damaged in the November 2022 flood event. Council is seeking some disaster funding that may offset part of this cost, however, the amount subject to this recovery is unknown at this time.

Both these additional capital items are being funded from the infrastructure restriction.(reserve)


BUDGET IMPLICATIONS

The overall revised budget result indicates that the financial position of the Council remains sound, however, rising costs and reduced revenues will continue to remain a challenge over the course of 2023/24.

POLICY IMPLICATIONS

The budget result indicates that being able to produce a sustained period of positive operating results before capital will be difficult unless water sales improve over time. This impacts Council's capacity to renew its large asset base.

ATTACHMENTS

1  September 23 QBRS Report 9 Pages

Central Tablelands Water

Quarterly Budget Review Statement
for the period 01/07/23 to 30/09/23

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6. Contracts and Other Expenses	9

Central Tablelands Water

Quarterly Budget Review Statement
for the period 01/07/23 to 30/09/23**Report by responsible accounting officer**

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

30 September 2023

It is my opinion that the Quarterly Budget Review Statement for Central Tablelands Water for the quarter ended Nil unsatisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

My opinion above, that Council's projected financial position as at 30/6/24 will be unsatisfactory has been based on the following factors:

1. Lower than expected income from water sales compared to original budget.
2. Lower income from water access charges than calculated in the original budget.

Recommended remedial action to deal with this unsatisfactory position includes:

- a. Closely monitor expenditure and make savings where possible
- b. Review future capital programs in the LTFP
- c. Maximise the availability of grant funds.
- d. Review level of future borrowings in LTFP
- e. Review the future level of fees and charges

Signed:

30/11/2023

Responsible accounting officer

Budget Review Statement

as at 30 September 2023

Council's Revised Income and Expenditure for the year 2023/2024

Original Budget		Revised Budget
2,175,110	<u>Operating Revenue</u>	1,820,110
5,872,441	Availability Charges	5,488,441
276,750	User Charges	376,750
150,992	Nil	150,992
443,740	Other Revenues	443,740
40,000	Capital Grants and Contributions	40,000
60,000	Operational Grants and Contributions	60,000
<u>9,019,033</u>	Gains on Disposal of Assets	<u>60,000</u>
	Total Operating Revenue	<u>8,380,033</u>
	<u>Operating Expenses</u>	
2,869,500	Employee Costs	2,862,500
2,650,375	Materials & Contracts	2,696,375
9,500	Legal Costs	9,500
259,500	Consultants	309,500
14,500	Other Expenses	14,500
2,725,700	Depreciation and Impairment	2,725,700
<u>8,529,075</u>	Total Operating Expenses	<u>8,618,075</u>
<u>489,958</u>	<u>Operating Result for Period After Capital</u>	<u>(238,042)</u>
46,218	<u>Operating Result for Period Before Capital</u>	<u>(681,782)</u>
	<u>Less Non-Operating Expenditure</u>	
2,083,460	Acquisitions of Assets	2,083,460
310,000	Transfer to Reserves - Plant	310,000
1,800,000	Transfer to Reserves - Renewal Reserves	1,750,000
90,000	Transfer to Reserves - ELE	90,000
60,000	Transfer to Reserves - Consultancy	60,000
718,601	Transfer Estimated Budget Surplus/(Deficit)	40,601
<u>5,062,061</u>		<u>4,334,061</u>
<u>(4,572,103)</u>		<u>(4,572,103)</u>
	<u>Add Non-Operating Revenue</u>	
232,412	Book Value of Assets Sold	232,412
194,941	Transfer from Reserves - Plant	194,941
30,000	Transfer from Reserves - ELE	30,000
1,389,050	Transfer from Reserves - Infrastructure	1,389,050
-	Transfer from External Restriction	-
<u>1,846,403</u>		<u>1,846,403</u>
<u>(2,725,700)</u>		<u>(2,725,700)</u>
	<u>Add Expenses not Involving Flow of Funds</u>	
2,725,700	Depreciation	<u>2,725,700</u>
<u>\$ -</u>	Budget (Cash) Result Surplus/(Deficit)	<u>\$ -</u>

Central Tablelands Water

Quarterly Budget Review Statement
for the period 01/07/23 to 30/09/23

Income & expenses budget review statement

Budget review for the quarter ended 30 September 2023

Income & expenses - General Fund

(\$000's)	Original budget 2023/24	Approved Changes			Revised budget 2023/24	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Revotes	Other than by QBRS	Sep QBRS					
Income									
Annual charges	2,175,110				2,175,110	(355,000)	(a)	1,820,110	452,240
User charges and fees	5,872,441				5,872,441	(384,000)	(b)	5,488,441	1,133,760
Other revenues	150,992				150,992			150,992	30,110
Grants and contributions - operating	40,000				40,000			40,000	-
Grants and contributions - capital	443,740				443,740			443,740	1,604,036
Interest and investment revenue	276,750				276,750	100,000	(c)	376,750	111,932
Net gain from disposal of assets	60,000				60,000			60,000	36,034
Total income from continuing operations	9,019,033	-	-	-	9,019,033	(639,000)		8,380,033	3,368,112
Expenses									
Employee benefits and on-costs	2,869,500				2,869,500	(7,000)	(d)	2,862,500	599,377
Materials and services	2,650,375				2,650,375	46,000	(e)	2,696,375	640,167
Depreciation and amortisation	2,725,700				2,725,700			2,725,700	681,425
Legal costs	9,500				9,500			9,500	350
Consultants	259,500	50,000			309,500			309,500	7,531
Other expenses	14,500				14,500			14,500	4,358
Total expenses from continuing operations	8,529,075	50,000	-	-	8,579,075	39,000		8,618,075	1,933,208
Net operating result from continuing operations	489,958	(50,000)	-	-	439,958	(678,000)		(238,042)	1,434,904
Net operating result from all operations	489,958	(50,000)	-	-	439,958	(678,000)		(238,042)	1,434,904
Net Operating Result before Capital Items	46,218	(50,000)	-	-	(3,782)	(678,000)		(681,782)	(169,132)

Central Tablelands Water

Quarterly Budget Review Statement
for the period 01/07/23 to 30/09/23

Income & expenses budget review statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
(a)	Reduced access charges of \$355,000. An error was made in calculating the access charge in the adopted budget and this is now corrected. The error arose because of due to an error in the posting of the pension rebate and an overestimation of the future connections.
(b)	Reduced user charges of 100,000 KIs or \$384,000. Results of the first two quarterly billing runs has indicated that water sales are well below the level required to achieve the original budget. It is possible with hot summer conditions that water sales may pick up however it unlikely that the current shortfall will be overcome.
(c)	Increased Interest Income of \$100,000 With interest rates now expected to stay at current levels for longer will result in improved returns on Council's investments.
(d)	Decreased Workers Compensation Premium of \$7,000. With improved performance with respect to lost time incidents , the 23/24 insurance premium has indicated that a reduction from the original premium estimate of \$70,000. to \$63,000.
(e)	Increases in Materials and Contracts of \$46,000 in following areas. - Increased plant fuel and servicing costs. \$30,000 - Increased general insurances property and cyber \$11,000 - Increase school bottle program due to student numbers \$5,000

Central Tablelands Water

Quarterly Budget Review Statement

for the period 01/07/23 to 30/09/23

Capital budget review statement

Budget review for the quarter ended 30 September 2023

Capital budget - General Fund

	Original budget 2023/24	Approved changes		Revised budget 2023/24	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
(\$000's)		Revotes	Other than by QBRs					
Capital expenditure								
New assets								
- Telemetry Upgrades	25,000	34,099		59,099			59,099	-
- Town Village Restriction Signage	80,000			80,000			80,000	950
- Reticulation Mains - New Connections	40,000	-		40,000			40,000	53,003
- Renewable Energy Infrastructure	150,000	213,602		363,602			363,602	-
- New Metering Lake Rowlands		11,988		11,988			11,988	-
- Carcoar 12MI Reservoir		3,161,649		3,161,649	222,000	(a)	3,383,649	1,604,036
- Woodstock Pump Station		25,000		25,000			25,000	14,035
Total New Assets	295,000	3,446,338	-	3,741,338	222,000	-	3,963,338	1,672,024
Renewal assets (replacement)								
- Pump Station Renewals	53,000	63,468		116,468			116,468	-
- Vehicle Replacements	504,410	100,000		604,410			604,410	124,681
- Other Plant & Equipment	30,000			30,000			30,000	-
- Office Equipment	31,050			31,050			31,050	3,037
- Blayney Office - Outdoor Refurb	10,000	17,873		27,873			27,873	-
- Blayney Office Indoor Refurb		35,699		35,699			35,699	-
- Depot Refurbishments	60,000	117,545		177,545			177,545	1,947
- Trunk Main U Renewals - 7kms	320,000			320,000			320,000	-
- Trunk Mains Design Western Artery	300,000			300,000			300,000	-
- Manildra Trunk Main (Flood Event)					64,000	(b)	64,000	-
- Conomadine Pump Station Renewal	-	28,586		28,586			28,586	3,591
- Eugowra Booster Pump Renewal	120,000			120,000			120,000	-
- Gooloogong Bore Renew Switchboard		250,000		250,000			250,000	-
- Carcoar WTP - Reseal internal Access Road	120,000			120,000			120,000	-
- Blayney Water Treatment Plant Renewals	30,000			30,000			30,000	-
- Carcoar Water Treatment Plant Renewals	60,000			60,000			60,000	-
- Reticulation Mains Renewals	150,000	588,007		738,007			738,007	24,360
- Trunk Main I - Relocation		19,000		19,000			19,000	-
Total Renewed Assets	1,788,460	1,220,178	-	3,008,638	64,000	-	3,072,638	157,616
Total capital expenditure	2,083,460	4,666,516	-	6,749,976	286,000	-	7,035,976	1,829,640
Capital funding								
Water Charges				-			-	
Capital grants & contributions	190,000	2,351,649		2,541,649			2,541,649	1,604,036
Reserves:								
- Internal restrictions/reserves	1,689,050	2,314,867		4,003,917	286,000	(c)	4,289,917	145,604
Receipts from sale of assets								
- Vehicle Sales	204,410			204,410			204,410	80,000
Total capital funding	2,083,460	4,666,516	-	6,749,976	286,000		7,035,976	1,829,640
Net capital funding - surplus/(deficit)	-	-	-	-	-		-	

Central Tablelands Water

Quarterly Budget Review Statement
for the period 01/07/23 to 30/09/23

Capital budget review statement
Recommended changes to revised budget

Budget variations being recommended include the following material items:

Notes	Details
(a)	222K for variation on Leed Contract due to adverse ground conditions.
(b)	64K to fund the renewal of the Manidra trunk main that was damaged in the November 22 flood event.
(c)	286K additional transfer from infrastructure restriction to fund variations.

Central Tablelands Water**Quarterly Budget Review Statement**

for the period 01/07/23 to 30/9/23

Leakage Allowances Granted - Financial Year to Date

Sept Qtr.	<u>No of</u> <u>Applications</u> <u>Granted</u>	<u>Total</u> <u>Allowance Kls</u>	<u>Total</u> <u>Allowance</u> <u>Granted \$</u>	
Residential	6	365.00	1,437.67	-
Total	6	365.00	1,437.67	

Nil

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

Quarterly Budget Review Statement

for the period 01/07/23 to 30/09/23

Budget review for the quarter ended 30 September 2023
Part A - Contracts listing - contracts entered into during the quarter

Budget review for the quarter ended 30 September 2023

[illegible]

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

12.11) MODERN SLAVERY RISK ASSESSMENT PROJECT (CM.AG.3)

Author: Director Finance & Corporate Services
IP&R Link: – 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.

RECOMMENDATION:

That Council note the progress of the regional modern slavery compliance project supported by Central NSW Joint Organisation.

REPORT

The NSW Modern Slavery Amendment Act, 2021 requires all Local Government Sites to take reasonable steps to ensure that goods and services procured by and for Council are not the product of modern slavery.

Modern Slavery is defined as the severe exploitation of other people for personal or commercial gain. It is estimated that globally 50 million people are trapped in modern slavery. It has been identified that there are around 41,000 potential victims in Australia.

Modern slavery comes in many forms. The most common forms are:

- Human trafficking – involves transporting, recruiting, or harbouring people for the purpose of exploitation, using violence, intimidation, threats or coercion.
- Forced labour – any work or services which people are forced to do against their will under the threat of some form of punishment this includes debt bondage, child slavery and servitude.

Slavery exists in all stages of the supply chain, from the picking of raw materials to the manufacturing of goods and at the later stages of shipping and delivery to consumers.

Background

The Central NSW Joint Organisation (CNSWJO), at the request of its members is developing a regional approach to compliance that will:

- offer efficiencies and reduce council resource required;
- manage an ongoing supplier risk assessment; and
- be the one point of contact for suppliers for councils in the region to minimise the extent to which businesses need to respond to the modern slavery risk assessment process.

Project Objectives

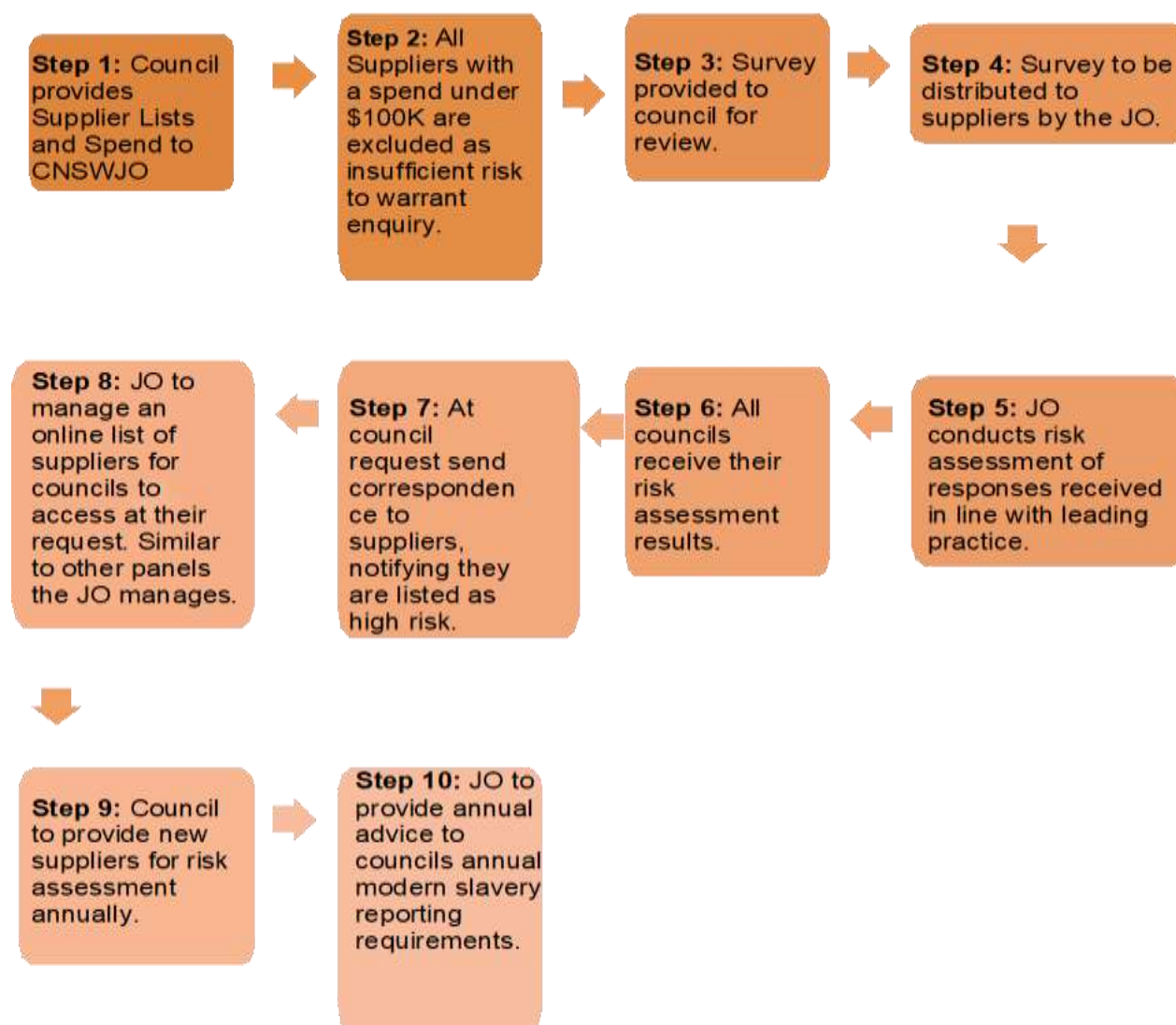
This project serves to provide the CNSWJO, its member and associate member councils that the suppliers they are engaged with are not providing goods and services that are the product of modern slavery, and it will allow an assessment of all the suppliers across councils. It will require suppliers to demonstrate their compliance with the regulations and ensure they are thinking about modern slavery and implementing practices and policies in their workplace to avoid inappropriate workplace practices.

Project Deliverables

This is Page No. 82 of the Agenda presented to the Ordinary Meeting of Central Tablelands County Council held at Canowindra on 13 December 2023

This project will consist of a survey distributed to the member council's suppliers. CNSWJO will facilitate an evaluation detailing each supplier's risk rating.

Flow Chart



Efficiencies and other value to councils

A regional approach to modern slavery will enable efficiencies by shifting the focus from an individual council process to a regional collaborative effort to understand the region's suppliers and conduct assessments from a regional point through the CNSWJO. Completing this assessing work through the CNSWJO will lessen the burden on suppliers who are utilised across councils throughout the region in responding to multiple surveys requesting the same or similar information. This work will result in a central data list that will be accessible for informational purposes to councils.

Council resources will shall be required, as outlined in the above flow chart, in annually updating supplier lists and in keeping data accurate and up to date; however, councils will not be required to conduct the risk assessment each year, as this task will fall upon the CNSWJO. With this process being an annual task, councils will then be able to report as required on the progress and status of keeping up to date with modern slavery legislation and taking a proactive stance in addressing modern slavery in their supply chains.

Manage an ongoing supplier risk assessment

The Joint Organisation will manage an ongoing annual supplier risk assessment as per the flow chart provided above. The steps taken will allow the CNSWJO and member councils to keep track of suppliers utilised throughout the region and their risk levels concerning modern slavery.

The CNSWJO, at the discretion of member councils, will advise suppliers of their risk rating when it exceeds a low rating. Any supplier with a medium to high-risk rating will be advised by the CNSWJO of this rating and offered support to reduce their risk or modern slavery practices in their supply chains, where possible.

One point of contact for suppliers for councils in region to minimise the extent to which businesses need to respond to the modern slavery risk assessment process

The new modern slavery regulations are applicable across the board for Organisations with a supply chain, if each individual organisation or council were to approach these requirements individually the number of surveys being distributed for completion would be excessive. Particularly throughout regions such as Central NSW where councils utilise the same or similar suppliers for the provision of goods and services. When factoring this in, it is optimal for the surveying to be completed through one point of contact to minimise the duplication and work required of the region's suppliers.

Financial and resourcing impacts

The CNSWJO will manage the process including costs of surveys and the evaluation of the surveys.

No costs are anticipated at this time, other than staff time in gathering and compiling supplier information.

Risk Assessment Evaluation Criteria

Collaboration with Bathurst Regional Council has informed the following risk evaluation process.

The criteria used in evaluating a supplier's modern slavery risk rating will include:

- Council spend with a supplier over \$100K (annual spend below \$100K is considered minor and will therefore be allocated a low rating);
- Modern Slavery Ratings List; and
- Country of origin in supply chain.

CATEGORY	OCCUPATIONS	RATING
ARTISTS	ARTISTS, PERFORMERS, BANDS, WRITERS,	LOW
	ARCHITECTS, PLANNERS, HERITAGE CONSULTANTS, INSPECTORS, SURVEYORS, DOCTORS,	LOW
EMPLOYMENT	EMPLOYMENT, LABOUR HIRE, STAFF	LOW
FINANCIAL	AUDITORS, FINANCIAL CONSULTANTS, ACCOUNTANTS, SOLICITORS, BANKS, INSURANCE	LOW
FOOD	RESTAURANTS, FOOD VENDORS, JAMS AND PICKLES,	LOW
GOVT	LOCAL, FEDERAL & STATE GOVERNMENT, LGP, TENDERLINK, AUST POST, INDUSTRY STANDARDS,	LOW
HIRE	VENUE HIRE, EQUIPMENT HIRE, LEASES, STAGES ETC	LOW
LANDSCAPING	ARBORISTS, MOWING, MAINTENANCE, LANDSCAPERS, PLANTS, FLORISTS, GRAVEL	LOW
MEDIA	MAGAZINES, NEWSPAPERS, INFLUENCERS, TV, RADIO, SUBSCRIPTIONS, PHOTOGRAPHERS, MARKETING, PRINTING, WEB DESIGN	LOW
MEMBERSHIP	ASSOCIATIONS, BOARDS, SOCIETIES, SUBSCRIPTIONS, LICENCES, BUY LOCAL	LOW
MUSEUMS	ART GALLERIES, MUSEUMS, LIBRARIES, BOOKS	LOW
SOFTWARE	SOFTWARE, INTERNET, SUBSCRIPTIONS AND LICENCES,	LOW
TRAINERS	TRAINERS, CONFERENCES, WORKSHOPS, SEMINARS,	LOW
EVENTS	MAJOR HIRE OF PRODUCTS IE FERRIS WHEEL, ICE RINK	MED
SERVICES	PERFORMING A SERVICE IE PLANT HIRE, EQUIPMENT SERVICES, INSPECTIONS, CALIBRATIONS, PAINTERS, TRANSPORT & FREIGHT COMPANIES, DELIVERY	LOW
CLOTHING	UNIFORMS, PPE	HIGH
CONSTRUCTION	MATERIALS USED FOR ANY BUILDING OR CONSTRUCTION INCLUDING PLUMBERS AND ELECTRICIANS; MACHINERY PURCHASES OR	HIGH HIGH
ENERGY	ENERGY COMPANIES, SOLAR PANELS AND	HIGH
HARDWARE	COMPUTER HARDWARE, CABLES ETC, PHONES,	HIGH
MISC PRODUCTS	TABLETS,SOUVENIRS,FURNITURE, ELECTRICAL	
PLANT AND VEHICLES	CAR, TRUCKS, TRAILERS, LAWNMOWERS & OTHER EQUIPMENT	HIGH

OTHER	CASE BY CASE TO BE DETERMINED: OVERSEAS	TBA
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REMOVED FROM LIST: EMERGENCY SERVICES, FUNDING, GRANTS, DONATIONS, SPONSORSHIP, SCHOOLS UNIVERSITIES AND ALL GOVERNMENT DEPARTMENT.

Evaluation of High-Risk Respondents

Once suppliers have responded to the surveying, they will receive a risk rating.

Low risk countries/regions - Australia, New Zealand, UK, Canada, Europe.

Medium risk countries - Malaysia, Mexico, Nepal, Philippines, Singapore, Sri Lanka, Thailand.

High risk countries/regions - North Korea, Eritrea, Mauritania, Saudi Arabia, Türkiye, Tajikistan, United Arab Emirates, Russia, Afghanistan, Kuwait, India, China, North Korea, Pakistan, Russia, Indonesia, Nigeria, Türkiye, Bangladesh, United States.

Conclusion

This project anticipates completion by 30 June 2024 with ongoing support provided to councils. The report is provided for noting.

BUDGET IMPLICATIONS

Nil at this stage.

POLICY IMPLICATIONS

Council's procurement policy will be reviewed to include the Modern Slavery Act requirements.

ATTACHMENTS

1  Modern Slavery Supplier Questionnaire 1 Page

Supplier Questionnaire – Identifying Modern Slavery Risks

Please complete the below questions in as much detail as possible. Once completed please return the completed Questionnaire to

Contact details - Supplier	
Organisation name	
Organisation address	
Australian Business Number (ABN)	
Parent company (if applicable)	
Contact person	
Contact email	
Contact phone	

Questions	
1. Is your organisation required to report under the <i>Modern Slavery Act (Cth) 2018</i> ? If so, please attach a copy of your modern slavery statement(s) or provide details of statement preparation activities undertaken so far.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you opted to voluntarily report under the <i>Modern Slavery Act (Cth) 2018</i> ? If so, please attach a copy of your modern slavery statement(s) or provide details of statement preparation activities undertaken so far.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Is your business aware of the Modern Slavery and the risks involved in purchasing from high-risk countries?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Do you have policies and processes in place to assess and address Modern Slavery in operations and supply chain.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Have you taken any action to communicate to staff and supply chain to address Modern Slavery risks.	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Are some or all of the products you sell sourced (or may be sourced) from high-risk country(ies). If yes, which country(ies) are the products manufactured in? Include countries where raw materials and any components are sourced (if known). Please provide details.	<input type="checkbox"/> Yes <input type="checkbox"/> No

.....
Signed

.....
Dated

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 and continue to provide “in-principle” support for the Centroc Water Grid Pipeline project.

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 – The pump station is considered 99% complete leaving the last 1% as sign off by Cowra Shire Council representatives.

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. This project aligns itself to the latest National Water Grid Funding stream associated with improving water supply throughout the NSW Central West area.

12 ML Clear Water Tank (CWT) – CTW staff commenced filling the CWT to its full 12ML capacity on the 19th November 2023. A successful water tightness test was subsequently conducted over a seven-day period, starting 30th November. Whilst there are visible signs of slight weepage around the ringbeam and some stitch joints, it is anticipated that this weepage will cease over the next couple of months after the water stop jointing material expands and the crystalising additive mixed into the grouting compound, takes effect. The roofing has been completed leaving the top platform, access stairways and lighting to be installed before Practical Completion can be granted. The 12ML clear water stored in the CWT is available for use in CTW's network.

The project remains on target for December 2023 completion.

12ML CWT 100% Full with 50% roofing.



12ML CWT 100% Roofing



New 12ML CWT location next to existing 2.1ML CWT and old Carcoar WTP



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	\$704k	\$16k	\$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	\$3,632k	\$469k	\$4,101k	\$105k

Note:

(*) Includes \$221k Latent condition variation in latest QBRS.

(**) Unused Funds will be available for CTW's 12ML CWT project.

(***) Remaining Funds to be used for Roadway & Landscaping purposes.

POLICY IMPLICATIONS

Nil

ATTACHMENTS

Nil.

12.13) 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 1/10/2023 to 30/11/2023

a) Main Breaks

Location		Date	Size / Type	Comment
Canowindra	Jacks Creek crossing	25/11/2023	305mm Poly	Awaiting replacement

DNR



PIPE FAIL



WELD

**Notes**

1. CTW Mains (Trunk & Retic) Break score of 1/573km == 0.17/100km.
Rolling Value across 12mths = 7.33/100km which is lower 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	2022	2023	% of Total meters	
BLAYNEY	19	18	6	6	23	1.53%	1504
BURST METER	2	0	0	0	0	0.00%	
CHECK METER READING	0	1	0	0	1	0.07%	
DIRTY WATER COMPLAINT	0	0	0	0	0	0.00%	

LEAKING METER	6	4	4	4	9	0.60%	
LEAKING SERVICE	2	2	0	0	1	0.07%	
LOW PRESSURE COMPLAINT	0	0	0	0	0	0.00%	
MAIN BREAK	2	1	0	0	0	0.00%	
MAINTENANCE - GENERAL	4	2	2	2	1	0.07%	
METER NEW / REPLACEMENT	2	3	0	0	9	0.60%	
METER NOT SHUTTING OFF	1	2	0	0	2	0.13%	
NO WATER COMPLAINT	0	2	0	0	0	0.00%	
PATHCOCK FAILURE	0	1	0	0	0	0.00%	
RESERVOIR MAINTENANCE	0	0	0	0	0	0.00%	
Total Complaints = 0							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
CANOWINDRA	25	10	22	22	18	1.56%	1151
BURST METER	0	0	0	0	0	0.00%	
CHECK METER READING	0	0	1	1	0	0.00%	
DIRTY WATER COMPLAINT	0	1	0	0	0	0.00%	
HYDRANT LEAKING	0	0	1	1	0	0.00%	
LEAKING METER	13	3	13	13	10	0.87%	
LEAKING SERVICE	3	1	2	2	6	0.52%	
LOW PRESSURE COMPLAINT	0	0	0	0	0	0.00%	
MAIN BREAK	5	2	0	0	0	0.00%	
MAINTENANCE - GENERAL	1	0	2	2	1	0.09%	
METER NEW / REPLACEMENT	2	2	0	0	1	0.09%	
METER NOT SHUTTING OFF	0	1	0	0	0	0.00%	
NO WATER COMPLAINT	1	0	3	3	0	0.00%	
QUALITY COMPLAINT	0	0	0	0	0	0.00%	
RESERVOIR MAINTENANCE	0	0	0	0	0	0.00%	
Total Complaints = 0							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
CARCOAR	2	0	1	1	0	0.00%	135
CHECK METER READING	0	0	0	0	0	0.00%	
LEAKING METER	1	0	0	0	0	0.00%	
MAINTENANCE - GENERAL	0	0	1	1	0	0.00%	
LEAKING SERVICE	1	0	0	0	0	0.00%	
Total Complaints = 0							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
CARGO	4	5	0	0	2	1.48%	164
LEAKING METER	2	1	0	0	0	0.00%	
LEAKING SERVICE	0	0	0	0	1	0.74%	
LOW PRESSURE COMPLAINT	0	0	0	0	0	0.00%	
MAIN BREAK	0	1	0	0	0	0.00%	
METER NEW / REPLACEMENT	2	2	0	0	1	0.74%	
NO WATER COMPLAINT	0	1	0	0	0	0.00%	
Total Complaints = 0							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
CUDAL	1	2	6	6	4	1.67%	239
HYDRANT LEAKING	0	0	0	0	0	0.00%	
LEAKING METER	0	1	0	0	2	0.84%	
LEAKING SERVICE	1	0	2	2	2	0.84%	
LOW PRESSURE COMPLAINT	0	0	1	1	0	0.00%	
MAIN BREAK	0	0	1	1	0	0.00%	
MAINTENANCE - GENERAL	0	0	1	1	0	0.00%	
NO WATER COMPLAINT	0	0	1	1	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	0	0	0.00%	
QUALITY COMPLAINT	0	1	0	0	0	0.00%	
Total Complaints = 0							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
EUGOWRA	3	5	0	0	0	0.77%	390
CUSTOMER DAMAGED METER	0	0	0	0	0	0.00%	
LEAKING METER	2	0	3	3	2	0.51%	
MAINTENANCE - GENERAL	0	0	1	1	0	0.00%	
LEAKING SERVICE	0	1	3	3	0	0.00%	
MAIN BREAK	1	1	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	1	0	0	0	0.00%	
METER NOT SHUTTING OFF	0	0	0	0	1	0.26%	
NO WATER COMPLAINT	0	0	2	2	0	0.00%	
QUALITY COMPLAINT	0	2	0	0	0	0.00%	

Total Complaints = 0

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
GRENFELL	13	11	14	14	30	2.21%	1355
CHECK METER READING	0	0	0	0	0	0.00%	
CUSTOMER DAMAGED MAIN	1	0	0	0	0	0.00%	
CUSTOMER DAMAGED METER	0	0	0	0	0	0.00%	
DIRTY WATER COMPLAINT	2	1	2	2	1	0.07%	
LEAKING METER	4	1	5	5	21	1.55%	
LEAKING SERVICE	0	4	4	4	3	0.22%	
LOW PRESSURE COMPLAINT	1	0	0	0	0	0.00%	
MAIN BREAK	2	1	0	0	0	0.00%	
MAINTENANCE – GENERAL	2	1	0	0	1	0.07%	
METER NEW / REPLACEMENT	0	2	0	0	3	0.22%	
METER NOT SHUTTING OFF	0	0	2	2	0	0.00%	
METER SPECIAL READING	1	0	0	0	0	0.00%	
NO WATER COMPLAINT	0	1	1	1	0	0.00%	
QUALITY COMPLAINT	0	0	0	0	1	0.07%	
Total Complaints = 2							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
LYNDHURST	2	0	0	0	2	0.00%	161
HYDRANT LEAKING	1	0	0	0	0	0.07%	
LEAKING METER	0	0	0	0	1	0.00%	
LEAKING SERVICE	1	0	0	0	0	0.00%	
MAINTENANCE – GENERAL	0	0	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	0	1	0.07%	
Total Complaints = 0							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
MANDURAMA	6	0	0	0	1	0.00%	134
DIRTY WATER	1	0	0	0	0	0.00%	
HYDRANT LEAKING	0	0	0	0	0	0.00%	
LEAKING METER	3	0	0	0	0	0.00%	

LEAKING SERVICE	1	0	0	0	0	0.00%	
LOW PRESSURE COMPLAINT	0	0	0	0	0	0.00%	
MAIN BREAK	1	0	0	0	0	0.00%	
MAINTENANCE – GENERAL	0	0	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	0	0	0	1	0.75%	
Total Complaints = 0							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
MANILDRA	1	8	0	0	1	0.35%	282
LEAKING METER	1	2	0	0	0	0.00%	
LEAKING SERVICE	0	1	0	0	0	0.00%	
LOW PRESSURE COMPLAINT	0	1	0	0	0	0.00%	
MAIN BREAK	0	1	0	0	0	0.00%	
MAINTENANCE - GENERAL	0	2	0	0	0	0.00%	
METER NEW / REPLACEMENT	0	1	0	0	1	0.35%	
Total Complaints = 0							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
MILLTHORPE	5	1	9	9	7	1.51%	463
LEAKING METER	2	0	2	2	3	0.65%	
LEAKING SERVICE	1	1	2	2	1	0.22%	
MAIN BREAK	1	0	0	0	0	0.00%	
MAINTENANCE - GENERAL	0	0	4	4	1	0.22%	
LOW PRESSURE COMPLAINT	0	0	1	1	1	0.22%	
METER NEW / REPLACEMENT	0	0	0	0	1	0.22%	
METER NOT SHUTTING OFF	0	0	0	0	0	0.00%	
PATHCOCK FAILURE	0	0	0	0	0	0.00%	
QUALITY COMPLAINT	1	0	0	0	0	0.00%	
Total Complaints = 1							

ACTIVITIES	PREVIOUS YEARS				THIS PERIOD		Total meters
	2020	2021	2022	2022	2023	% of Total meters	
QUANDIALLA	1	1	0	0	0	0.00%	100
LEAKING METER	0	0	0	0	0	0.00%	
LEAKING SERVICE	1	0	0	0	0	0.00%	
MAINTENANCE - GENERAL	0	1	0	0	0	0.00%	

Total Complaints = 0

TOTAL ACROSS CTW TOWNSHIPS	82	61	58	58	88	0.95%	6078
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Notes:

1. Comparison values listed each year use data from the period covering the same months of the year i.e. October to November
2. Total Meters is the number of meters connected to properties.
3. CTW complaint rolling value score across 12mths == 6.25, which is higher than the 2017/18 NSW State median of 5.0 complaints/1000 connections.
4. CTW Total Service Activities and Requests score == 0.96%, which is below CTW benchmark of 5% across all townships.

c) Lake Rowlands

The current level of Lake Rowlands Dam is 97% (8.12.23) with the Dam's scour valve fully shut.

d) Water Services

Since 1st October 2023, there have been an additional twenty four (24) 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.

12.14) 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 second 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 two (72) 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
A major pipe failure occurred on Trunk Main C in a section that under-bore's Jacks Creek. Temporary repairs were hampered by the availability of high-pressure pipe required for this section of the main. Specialised contractors have been engaged to undertake an urgent river crossing to provide a permanent fix for the section of failed pipe.
- 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 continued throughout the South Canowindra network.

BUDGET IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

ATTACHMENTS

Nil.

12.15) 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.

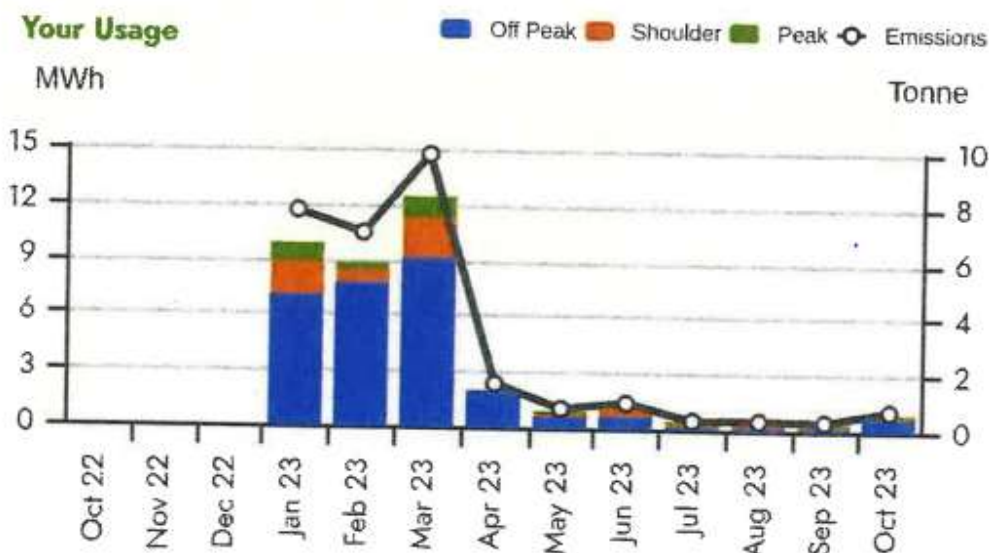
CARCOAR WATER TREATMENT PLANT (CWTP)

CTW continues to monitor the performance of a 99kW solar panel only system at CTW's 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.



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. CTW has completed the installation of the new 250mm DICL pipework inside the Pump Station leaving restoration and customised floor grates to be manufactured and installed.



Please note this graph captures both scope 2 and scope 3 emissions

LAKE ROWLANDS PUMP STATION (LRPS) 100kW SOLAR SITE.

CTW awaits the outcomes from the Belubula Water Security Project (i.e. raising Lake Rowlands Dam wall component), and Water Treatment Plants Strategic workshop, before committing to the installation of LRPS solar site as listed as Stage 2 of CTW's renewable energy plan.

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		Original June 2023 (extended to December 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) GENERAL MANAGER'S CONTRACT (GO.CO.1)

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