

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 27 June 2019**

The meeting commenced at 10.00am.

PRESENT

Cr D Palmer, Cr G Armstrong, Cr B Callow, Cr D McCann, Cr L McGlynn, Cr K Morris, Cr M Stadtmiller, Cr G Sinclair.

ALSO IN ATTENDANCE

Mr A Drenovski (General Manager), Mr G Veneris (Production and Services Manager), Mr T Goodyer (Operations Manager), Mr G Carr (Acting Corporate Services Manager) Miss S Jung (Engineering Manager), Mrs A Coleman (Executive Assistant).

1. LEAVE OF ABSENCE/APOLOGIES

Nil

2. 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.

3. PRESENTATIONS

Nil

4. DECLARATION OF PECUNIARY INTERESTS

Nil

5. DECLARATION OF NON PECUNIARY INTERESTS

Nil

6. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 2 May 2019.

BOARD RESOLUTION

19/040 RESOLVED on the motion of Crs Armstrong and McCann that the minutes of the meetings held on the 02 May 2019, having been circulated and read by members be confirmed.

7. BUSINESS ARISING FROM MINUTES

Nil

8. CORRESPONDENCE

Nil

9. ADMISSION OF LATE REPORTS

Nil

10. NOTICES OF MOTION / RESCISSION MOTIONS

Nil

11. CHAIRPERSON'S MINUTE

Nil

BOARD RESOLUTION

19/041 RESOLVED on the motion of Crs Armstrong and Sinclair that Council move into Confidential Session.

12. MATTERS TO BE SUBMITTED TO CONFIDENTIAL SESSION

12.1. MATTERS SUBMITTED BY PRODUCTION AND SERVICES MANAGER

12.1.1. OURA HIGH VOLTAGE ELECTRICAL ASSET UPGRADE

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:*

- d) *Commercial information of a confidential matter that would, if disclosed:*
 - (i) *prejudice the commercial position of the person who supplied it,*

BOARD RESOLUTION

19/042 RESOLVED on the motion of Crs Armstrong and Callow that the Board:

- 1. Note the information provided within this report**
- 2. In accordance with Reg 178 of the Local Government (General) Regulation 2005, decline to accept any of the tenders.**
- 3. In accordance with Reg 178, of the Local Government (General) Regulation 2005, section (3), (a), cancel the current proposal for contract.**
- 4. Receive a further report upon completion of the design work.**

BOARD RESOLUTION

19/043 RESOLVED on the motion of Crs McCann and Callow that Council revert back to open session and the resolutions made in Confidential Session be made public.

13. MATTERS TO BE SUBMITTED TO OPEN COUNCIL

13.1. MATTERS SUBMITTED BY CORPORATE SERVICES MANAGER

13.1.1. COUNCIL INVESTMENTS

BOARD RESOLUTION

19/044 RESOLVED on the motion of Crs McCann and Sinclair that the report detailing Council Investments as at 31st May 2019 be received and noted.

Report prepared by Accountant

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council Investments as at 31st May 2019 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

A report on Council's Investments is required to be presented for Council's consideration in accordance with Clause 212 of the Local Government (General) Regulation 2005.

REPORT

This report is presented for information on Council Investments as at 31st May 2019.

Council's investment portfolio increased by \$2,500,000.00 from \$48,750,000.00 as at 31st March 2019 to \$51,250,000.00 as at 31st May 2019.

For the month of May, the deposit portfolio provided a solid return of +0.25% (actual), outperforming the benchmark AusBond Bank Bill Index return by +0.10% (actual). The strong performance continues to be driven by those deposits still yielding above 3% p.a. However, some of these deposits are fast maturing and may be reinvested at lower prevailing rates unless a longer duration is maintained.

Over the past year, the deposit portfolio returned +3.04% p.a., strongly outperforming bank bills by 1.05% p.a., and more than double the official cash rate. This is considered very strong given deposit rates reached their all-time lows and margins have generally contracted over the past 3 years.

As at the end of May 2019, Council's deposit portfolio was yielding 2.98% p.a. (down 5bp from the previous month), with an average duration of around 470 days (~1.3 years).

With an expected increase in Capital Expenditure, the portfolio will see an increase in short term investments, generally of 12 months at \$1,000,000. The intent is to have these investments maturing on a monthly basis.

FINANCIAL IMPACT STATEMENT

Council's investment portfolio increased by \$2,500,000.00 from \$48,750,000.00 as at 31st March 2019 to \$51,250,000.00 as at 31st May 2019.

ATTACHMENTS: Council Investments Report as at 31st May 2019.

TABLED ITEMS: Nil.

13.1.2. PROGRESS REPORT - CAPITAL WORKS EXPENDITURE

BOARD RESOLUTION

19/045 RESOLVED on the motion of Crs Callow and Sinclair that the report detailing Council's Capital Works Program as at 31st May 2019 be received and noted.

Report prepared by Acting Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council's Capital Works Program as at 31st May 2019 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Capital Works represents an important part of Councils activities and expenditure. This report details progress year to date on programmed and emergent capital works. Water mains are a significant part of the annual program and are also reported in more detail.

REPORT

This report is presented for information on the progress of Council's Capital Works Program as at 31st May 2019.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Capital Works Progress Report as at 31st May 2019.

TABLED ITEMS: Nil.

13.1.3. DEBT RECOVERY UPDATE

BOARD RESOLUTION

19/046 RESOLVED on the motion of Crs Callow and McGlynn that the update on Goldenfields Water's debt recovery be received and noted.

Report prepared by Acting Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the update on Goldenfields Water's debt recovery be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Goldenfields Water has been using Outstanding Collections to assist in the recovery of overdue monies in line with Council's Debt Recovery & Financial Hardship Policy. Legal action through our external debt collection agency is still utilised in a vacant property situation.

REPORT

Goldenfields issued 2049 reminder notices valued at \$1,474,411.39 on the 7th June 2019 which are a similar level of reminders notices as per previous quarterly billings.

These reminders were issued from the Civica Authority – Utility Billing module.

It is anticipated that Final Notices will be issued the week commencing 24th June 2019, after which the unpaid accounts will be assigned to the Authority Debt Recovery Module for action.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil.

TABLED ITEMS: Nil

13.1.4. UTILITY BILLING UPDATE

BOARD RESOLUTION

19/047 RESOLVED on the motion of Crs McGlynn and Callow that the update on Goldenfields Water's Utility Billing Module be received and noted.

Report prepared by Acting Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the update on Goldenfields Water's Utility Billing Module be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Goldenfields Water Financial Software was commissioned as of the 1 July 2018 utilising Civica Authority Version 7.0. However in late May 2018, Civica and Goldenfields agreed to postpone Utility Billing Module implementation as the software required some modifications.

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Subsequent postponements of Go-Live Dates in October 2018 and then again in January 2019 have hampered full implementation of the Authority Software.

This necessitated Goldenfields levying Water Accounts in its legacy system, while receipting payments in the new Financial System which required regular data transfers from new to old.

Goldenfields Water is also the first Council in New South Wales to operate Civica Authority's Utility Billing Module. Other users include one Victorian Water Utility and a Queensland Council operating its Gas business.

REPORT

The final Quarterly Billing for the period 1st January to 31 March 2019 was levied in our legacy software 2000Plus on Tuesday 9th April 2019. Successful Data conversion to Civica Authority Utility Billing Module occurred from Wednesday 10 April to Saturday 14th April 2019. The data conversion processes included validation between each system's water account trial balances.

Utility Billing's Go-Live occurred as programmed 9:00am Monday 15th April 2019.

Monthly water accounts for April and May have been completed using the new software as well as day to day water account adjustments, section 603 certificate creation and issue and property transfers. Reminder notices for the 1st January to 31st March 2019 quarter were also successfully processed in the new software.

Fourth quarter billing for the period 1st April to 30th June 2019 is programmed for the week commencing 8th July 2019.

Customers will encounter a new eight digit water account number which is an unavoidable consequence of adopting the new software. This will have a dual function of also being the electronic payment reference number. This will be the only real change they will encounter with water accounts issued.

Direct payment facilities will also be progressively introduced. Firstly for debt recovery processes from late June, but it's expected that the first quarterly water accounts issued in mid-October 2019 that all customers will be offered direct payment facilities.

Like other Civica Authority programmes Utility Billing has seen significant changes to our day to day processes, achieved utilising our existing staff resources.

Concurrent to Utility Billing, is the Backflow Register which will be utilised in Goldenfields Rural Backflow Installation project. This register is progressing well, likely to become operational the week commencing 24 June 2019.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

13.1.5. COUNCILLORS AND CHAIRPERSON FEES FOR 2019/2020

BOARD RESOLUTION

19/048 RESOLVED on the motion of Crs McGlynn and Morris that:

1. Councillors and Chairpersons Fees be increased by 2.5% for the 2019/2020 financial year as per the Local Government Remuneration Tribunal Determination dated 15 April 2019.
2. The annual remuneration for 2019/2020 is: Councillor \$9,891.25 and Chairperson \$16,246.25.

Report prepared by Acting Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That:

1. Councillors and Chairpersons Fees be increased by 2.5% for the 2019/2020 financial year as per the Local Government Remuneration Tribunal Determination dated 15 April 2019.
2. The annual remuneration for 2019/2020 is: Councillor \$9,891.25 and Chairperson \$16,246.25.

BACKGROUND

The Local Government Remuneration Tribunal Determinations provide the minimum and maximum amounts of fees for Councillors and Chairpersons for the coming year. The determination is pursuant to s239 and s241, while the setting of the fees are contained within s248 and s249 of the Local Government Act 1993.

REPORT

The Local Government Remuneration Tribunal Annual Report and Determination dated 15 April 2019 determined an increase of 2.5% to mayoral and councillor fees for the 2019/20 financial year, with effect from 1 July 2019.

For **Table 3: County Councils** - Water the fees are as follows:

	Minimum	Maximum
Councillor	\$1,820	\$10,140
Chairperson-additional	\$3,920	\$16,660

The Board resolved at its June 2018 meeting (Minute 18/048) "*that Councillors and Chairpersons fees be retained at 2017/18 levels*".

The table below sets out those fees:

	2017/18	2018/19
Councillor	\$9,650	\$9,650
Chairperson	\$15,850	\$15,850

FINANCIAL IMPACT STATEMENT

Nil.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

13.1.6. STORES (INVENTORY) UPDATE

BOARD RESOLUTION

19/049 RESOLVED on the motion of Crs McGlynn and Callow that;

- 1. The update on Goldenfields Water's stores (Inventory) be received and noted,**
- 2. That the Board authorise Capital Expenditure of \$25,000 for the purchase of additional pallet racking and multipurpose pallet cages.**

Report prepared by Acting Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That;

1. The update on Goldenfields Water's stores (Inventory) be received and noted,
2. That the Board authorise Capital Expenditure of \$25,000 for the purchase of additional pallet racking and multipurpose pallet cages.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Goldenfields Water now operates three Stores

- Temora Workshop Store
- Temora Critical Spares and
- Cootamundra Critical Spares

As of 27 June 2018 and just prior to the store's inventory data transfer from Goldenfields legacy 2000Plus into Civica Authority software, Goldenfields closed its previous stores at Coolamon, Junee, Temora and Wyalong Depots. Store item re-numbering and re-naming were also carried out during the 2018/19 data transfer. It was also intended that the 28th June 2018 stocktakes would be reconciled in Authority Inventory Module in the 2018/19 year.

REPORT

Firstly, in the preparation for the data transfer, a disparity was discovered between the Stores Master Table and the Stores Table which was isolated to data for the Temora Workshop Store. The Master Table was reporting \$20,599.54 more than the calculated total of the individual Stores Table. An adjustment should have occurred in the 2017/18 Financial Statements however this did not occur.

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Further, the 2017/18 stocktakes could not be reconciled in the new software, and once the 2017/18 balances were brought forward into Authority's General Ledger in May 2019, fresh stocktakes were carried out for the Temora Workshop and Cootamundra Critical Spares Stores.

With only very limited use, Temora Critical Spares Store did not warrant a review at this time.

The outcome of the adjustment for the 2017/18 Year and the results of the stocktakes of the Temora Workshop Store, and the Cootamundra Critical Spares Store is an overall increase in Inventory of \$6,484.87 assumed to have occurred as a result of capital items surplus to requirement being placed in store.

Total Inventory is presently \$524,403.76 as detailed below:

Trial Balance	Temora Workshop	Coota Critical Spares	Temora Critical Spares
11/06/2019	\$ 389,429.48	\$ 95,395.48	\$ 39,578.80

End of Financial Year stocktakes and reconciliation of all stores will be conducted in the last week of June 2019.

The stocktakes highlighted a significant improvement in item identification, however it also identified that additional resources are required to adequately separate store and non-store (Capital Project) items in the Temora Workshop Store where space is at a premium. Large diameter stores at our Cootamundra depot will also benefit with the use of multipurpose pallet cages allowing storage in the existing container.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

13.1.7. WRITE OFF OF SUNDRY DEBTOR CHARGES

BOARD RESOLUTION

19/050 RESOLVED on the motion of Crs Sinclair and McCann that the Board write-off \$1,497.00 of sundry debtor charges of August 2011 of sundry debtor account number 027 (previously number 0143).

Cr Armstrong queried if the sundry debtor account has sufficient funds to cover this. Mr Carr took the question on notice.

Report prepared by Acting Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board write-off \$1,497.00 of sundry debtor charges of August 2011 of sundry debtor account number 027 (previously number 0143).

BACKGROUND

In moving the sundry debtor balances into the new Authority Financial System, a 2011 debt of \$1,497.00 came to attention. It had been understood that this should have been previously reported to the Board for their consideration to write-off the charges that were considered had been raised in error.

REPORT

The limited details are, that in late 2010 a letter of offer was issued for a new water service connection for a property in Marrar. A water main extension was required, which the owners arranged to construct at their expense. The owners paid a total of \$11,954.00, \$3,454.00 for contributions water main cut-ins, \$7,500.00 for developer infrastructure charges and \$1,000.00 tapping service and meter charge.

A new water account was created and become operational from 1 July 2011.

The sundry debtor record shows the \$1,497.00 were raised in August 2011 to contributions mains cut-ins.

With developer infrastructure contributions being required to be paid before a water service connection was completed lead to the conclusion that these charges at the time were raised in error.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

13.2. MATTERS SUBMITTED BY OPERATIONS MANAGER

13.2.1. BUSSENSCHUTTS LANE MARRAR – MAINS REPLACEMENT

BOARD RESOLUTION

19/051 RESOLVED on the motion of Crs McGlynn and Callow that the progress report on the Bussenschutts lane mains renewal be received and noted

Report prepared by Operations Manager

COUNCIL OFFICER RECOMMENDATION

That the progress report on the Bussenschutts lane mains renewal be received and noted

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

01 Excellence in Service Provision
07 Efficient Operations

BACKGROUND

The Bussenschutts pipeline renewal has been high on Council’s priority list due to poor condition and age. In 2018 there was 30 reported bursts equating to 6.5 bursts/km. This section of pipeline is one the highest problematic pipelines within our system.

The pipeline in this area traverses private property, mainly crop land. The frequent pipeline breaks are a constant problem for the landholders, who suffer inconvenience and loss of revenue, especially during cropping season

REPORT

Resources were allocated in March 2019 to replace this pipeline prior to landholders sowing. The pipeline renewal consists of 2.4 kilometers of 100mm OPVC and 3.4 kilometres of 63mm PE.

The job commenced on Tuesday 15th May 2019 and is on track and due for completion prior to 30th June 2019, weather permitting.

FINANCIAL IMPACT STATEMENT

As resolved at the May Council meeting, these works were funded by reallocating existing budget. The initial budget, including 10% contingency for this project was \$370,000 based on the NSW Reference Rates produced by the Department of Primary Industries. To this date the project is on time and significantly under budget with the final works expecting to cost below \$150,000. The implementation of Civica is providing improved cost tracking against projects, particularly those completed internally. This will provide valuable data for improving the cost estimation of future renewal projects.

ATTACHMENTS: Photos

TABLED ITEMS: Nil

13.3. MATTERS SUBMITTED BY PRODUCTION AND SERVICES MANAGER

13.3.1. WATER PRODUCTION REPORT

BOARD RESOLUTION

19/052 RESOLVED on the motion of Crs Sinclair and Morris that the Water Production Report be received and noted.

Report prepared by Production and Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Water Production Report be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

03 Strategic Water Management

BACKGROUND

Goldenfields Water provides the essential water requirements of about 46,000 people spread over an area of 22,500 square kilometres between the Lachlan & Murrumbidgee Rivers in the South West of NSW.

Goldenfields Waters' supply system consists of five separate water schemes, Jugiong, Oura, Mt Arthur, Mt Daylight and Hylands Bridge. Goldenfields Water carries out water supply functions within the Local Government areas of Bland, Coolamon, Cootamundra, Hilltops, Junee, Temora, and parts of Narrandera and Wagga Wagga.

Hilltops Shire Council, Cootamundra Gundagai Shire Council and Riverina Water County Council are retailers, who purchase bulk water from Goldenfields and supply the water to retail customers in their respective local government areas.

REPORT

Jugiong Drinking Water Scheme

The Jugiong drinking water scheme sources water from the Murrumbidgee River and has an extraction licence entitlement of 5590ML per annum. Water from the Murrumbidgee River is treated through a 40ML/day, conventional Water Treatment Plant that consists of: Coagulation, Flocculation, Clarification, Filtration, Disinfection and Fluoridation.

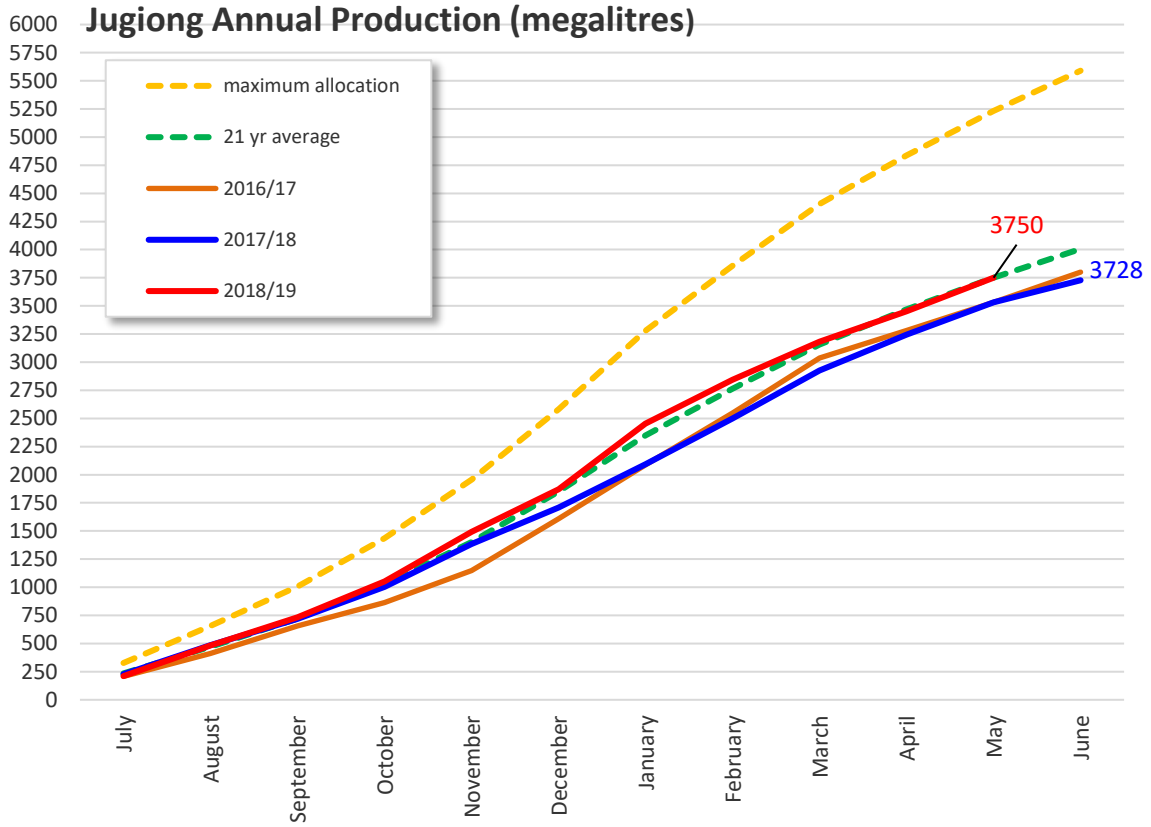
The Jugiong Scheme has 14 sets of reservoirs and 8 pumping stations. The Jugiong Scheme supplies bulk water to the Hilltops and Cootamundra-Gundagai Regional Councils for supply to the townships of Cootamundra, Harden and Young with a population of approximately 6800, 2200 and 8000 respectively.

Goldenfields Water also provides additional retail supply to approximately 600 customers in the villages of Stockinbingal, Wallendbeen and Springdale.

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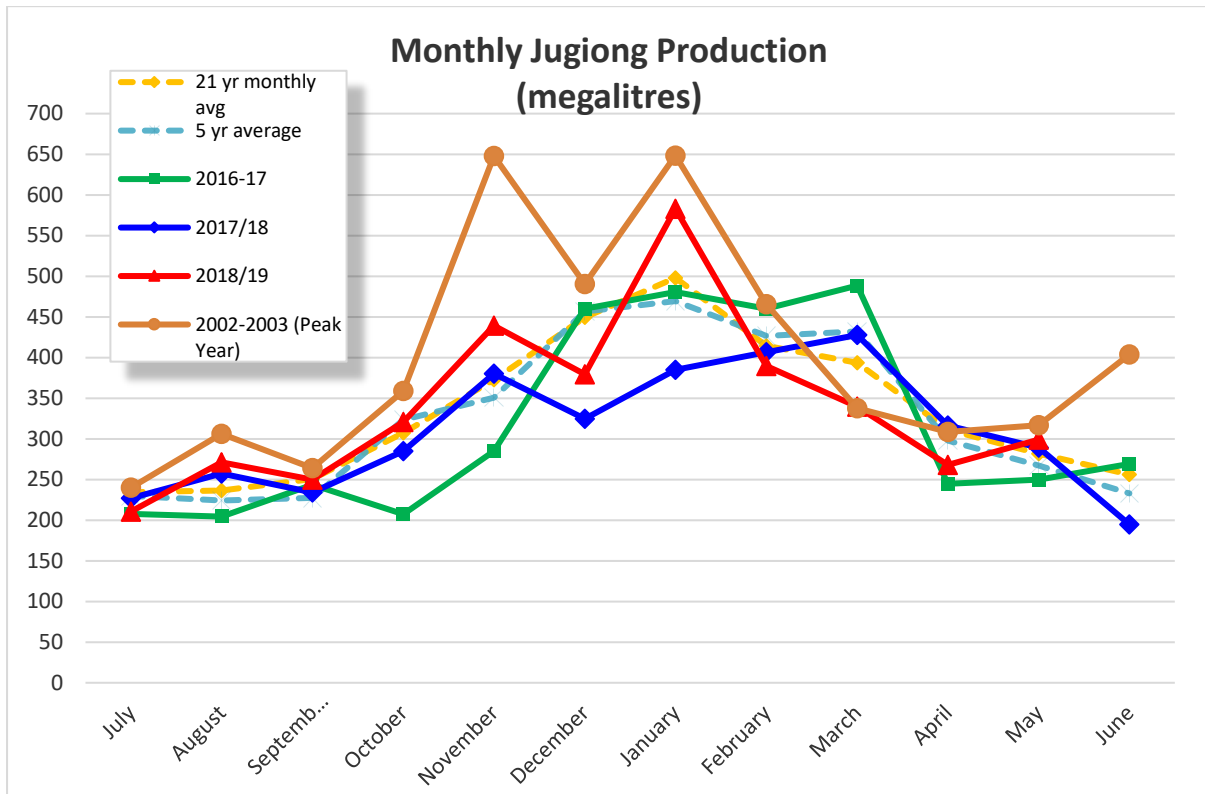
Jugiong annual water production is trending in a similar fashion to previous years.

Up until May 28th 2019. Water production was 3750 ML, this is 217 ML higher than the same period last year which was 3533ML. An increase of 6.15%.



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Jugiong monthly water production for April was 267.78ML and for May was 299ML. A total of 566ML for the 2 month period. This indicates a decrease of 39 ML compared to the same period last year (605ML).

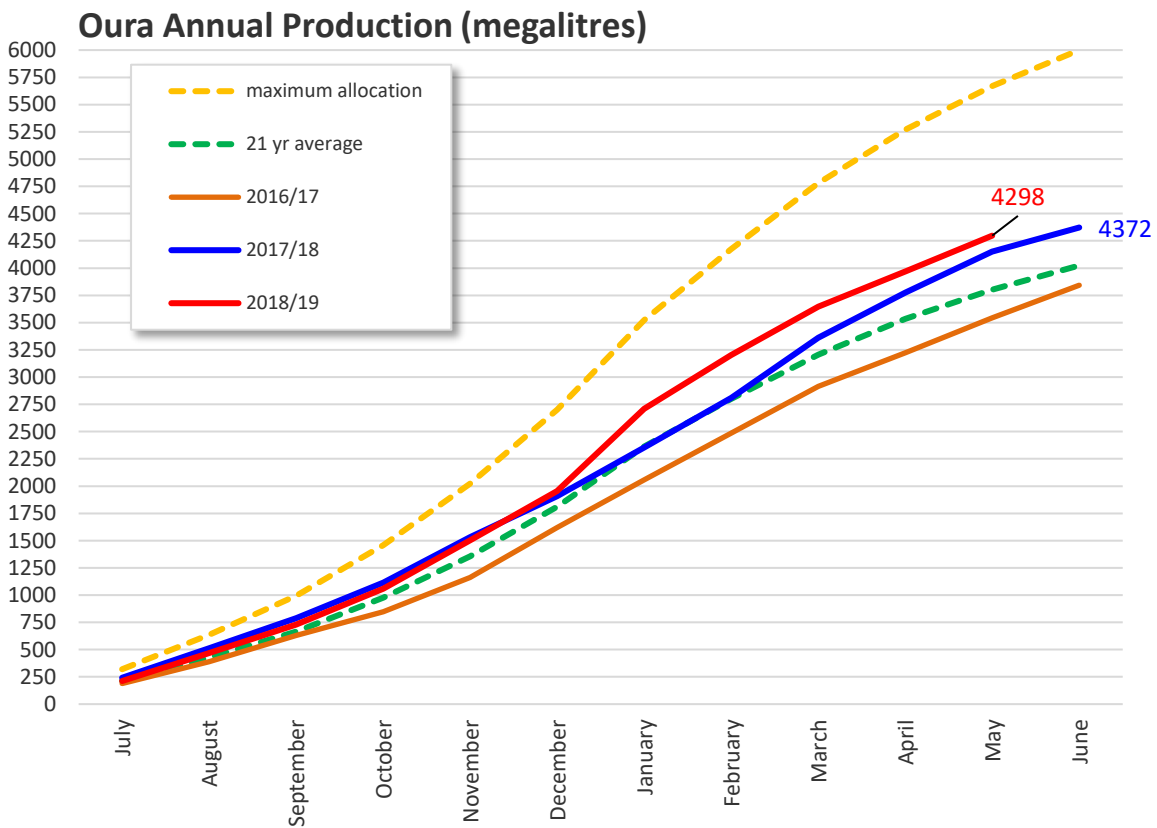


Oura Drinking Water Scheme

The water source at Oura is the Murrumbidgee inland alluvial aquifer, this water is extracted from 3 bores namely: Bores 3, 4 and 6. The raw water then goes through a treatment process at the Oura Water Treatment Plant that includes Aeration, Disinfection and Fluoridation.

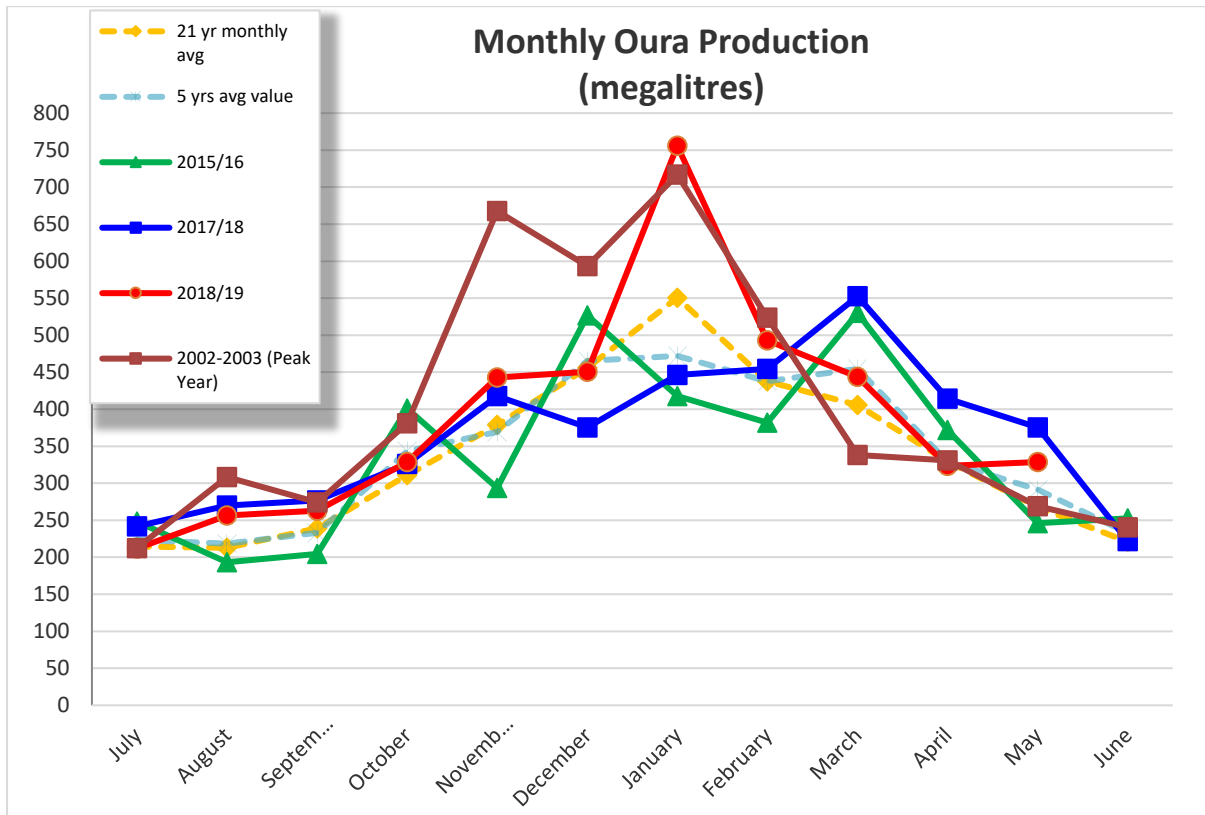
The Oura scheme has 33 sets of reservoirs and 19 pumping stations, produces drinking water for approximately 14,600 people in the Bland, Coolamon, Junee, Narrandera and Temora Shires. The Oura scheme can also supply water to the Northern side of the rural area of Wagga Wagga City when required.

Up until the 28th May 2019. Water production from the Oura bores was 4298 ML, this is 148ML more, than the same period last year which was 4150ML. An increase of 3.55%.



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Oura monthly water production for the period April and May 2019. Production for April was 323ML and for May was 328ML a total of 651ML a decrease of 138ML as compared to the period (April/May) in 2018, where production was 789ML.

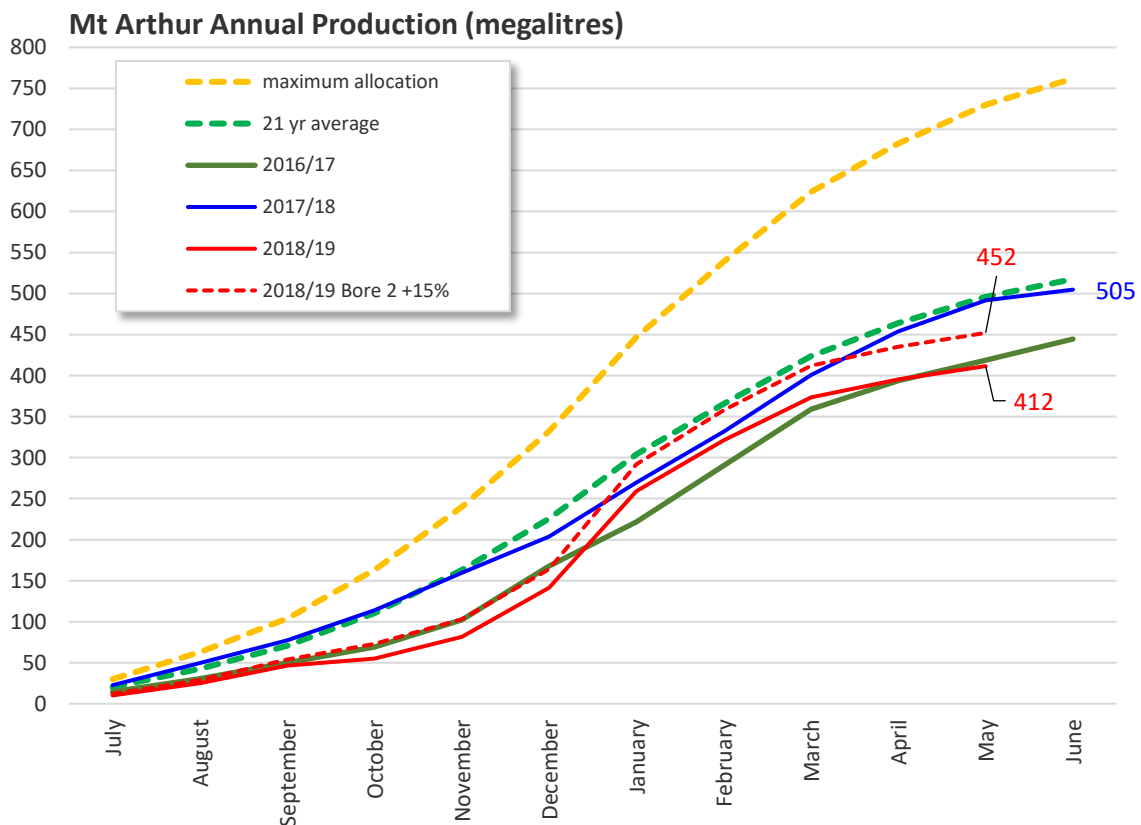


Mount Arthur Drinking Water Scheme

The Mount Arthur Water Source is from the Lachlan Fold belt Aquifer System. The water is extracted via two bores, bores 1 and 2 located in the Wagga Wagga City Council area South of Matong. The water is disinfected before distribution through 9 sets of reservoirs supplying approximately 2400 people with water in the Coolamon shire.

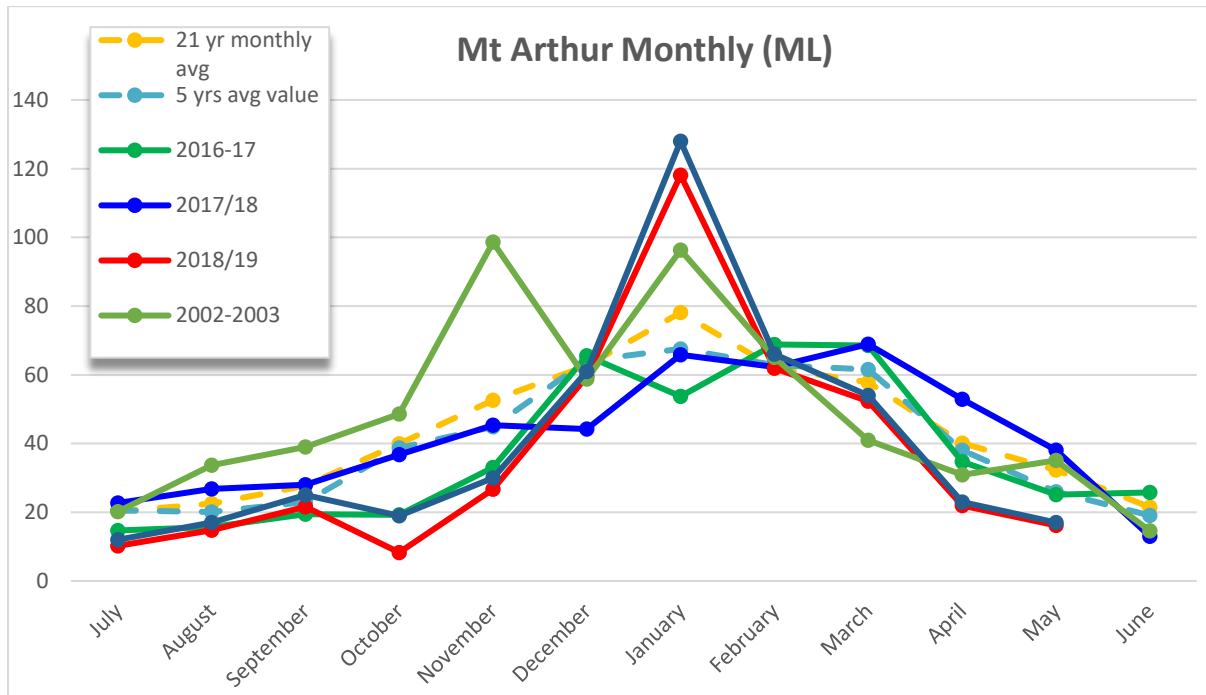
To the end of May 2019, 412ML of water has been extracted from the Mt Arthur Bores this is fractionally lower than for the same period in 2017/18 (492ML).

It should be noted that Staff have recognised that Bore 2 flow meter appears to be reading lower than expected. Initial investigations have identified that there is a potential decrease of 9l/s when compared to a portable ultrasonic meter that was utilised to validate flows. This means that there is an estimated 15% potential variation of production in Bore 2. The below graphs have included the differences in production for the same year as a comparison to previous year's production. The replacement of a new production meter and new pipeline arrangement will commence in the 2019/20 financial year.



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Mount Arthur monthly water production for the period April and May 2019 was 22ML and 16ML respectively, a total of 38 ML as compared to the same period (April/May) in 2018 where production was 91ML. A decrease of 53ML.

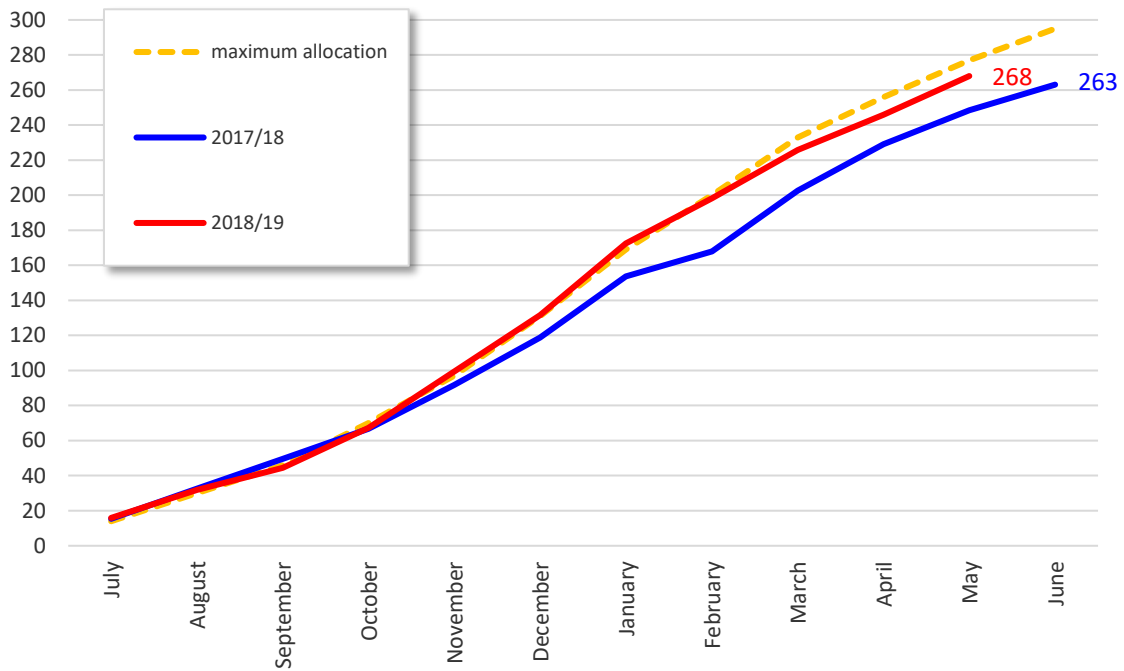


Mount Daylight Drinking Water Scheme

The Mount Daylight water source is from the Lower Lachlan alluvium aquifer. The Mount Daylight bores are jointly operated with Carathool Shire Council. Carathool Shire Council is responsible for bore management. There are 7 sets of reservoirs in the Mt Daylight scheme. Mt Daylight supplies water to approximately 125 people in the villages of Naradhan Weethalle and Tallimba in the Bland Shire Council

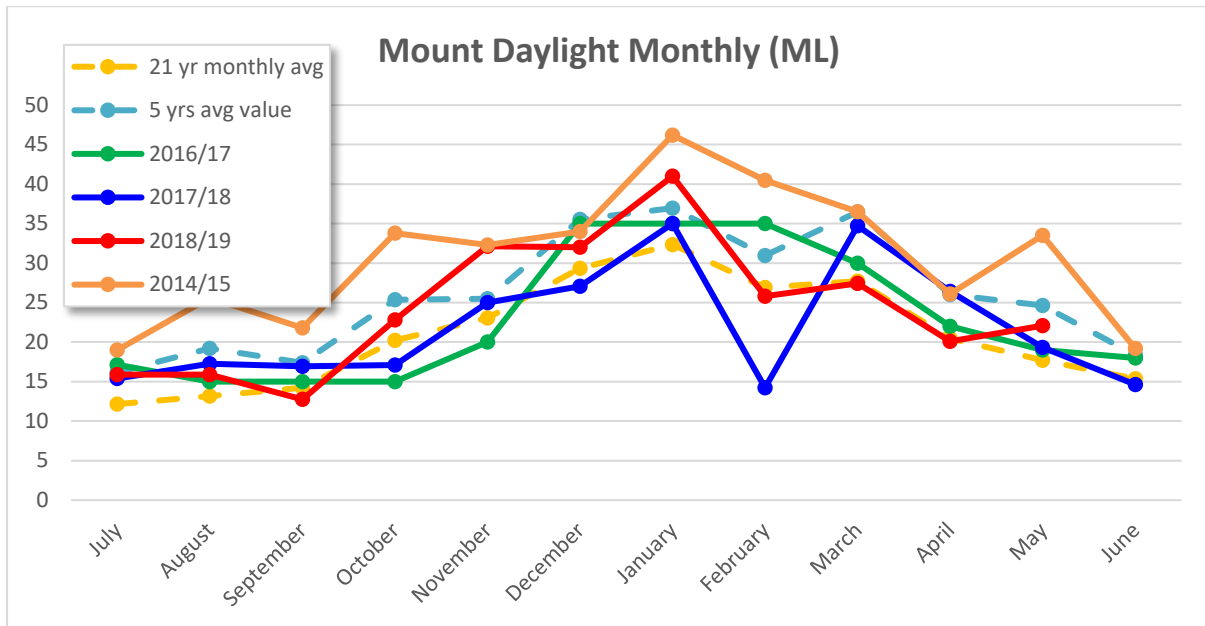
To the end of May 2019, 268ML of water has been extracted from the Mt Daylight Bores. This is higher than the same period in 2017/18 (248ML). Indicating an increase of 20ML.

Daylight Annual Volume (megalitres)



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Mount Daylight monthly water production for April was 20ML and May was 22ML. Production for the period was 42ML, a decrease of 3ML compared to the same period in 2018 where production was 45ML.

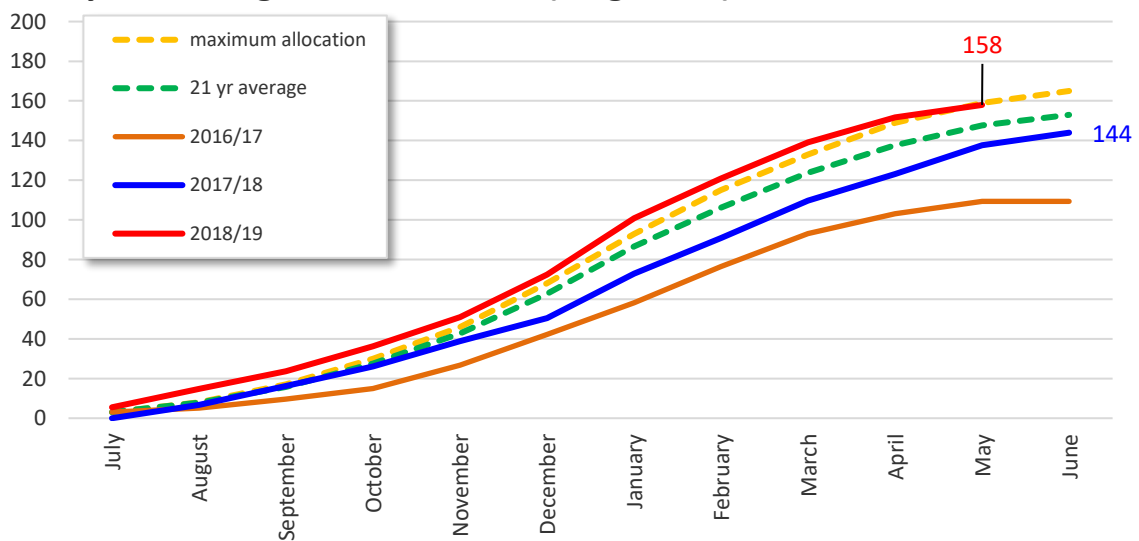


Hylands Bridge - Non Potable

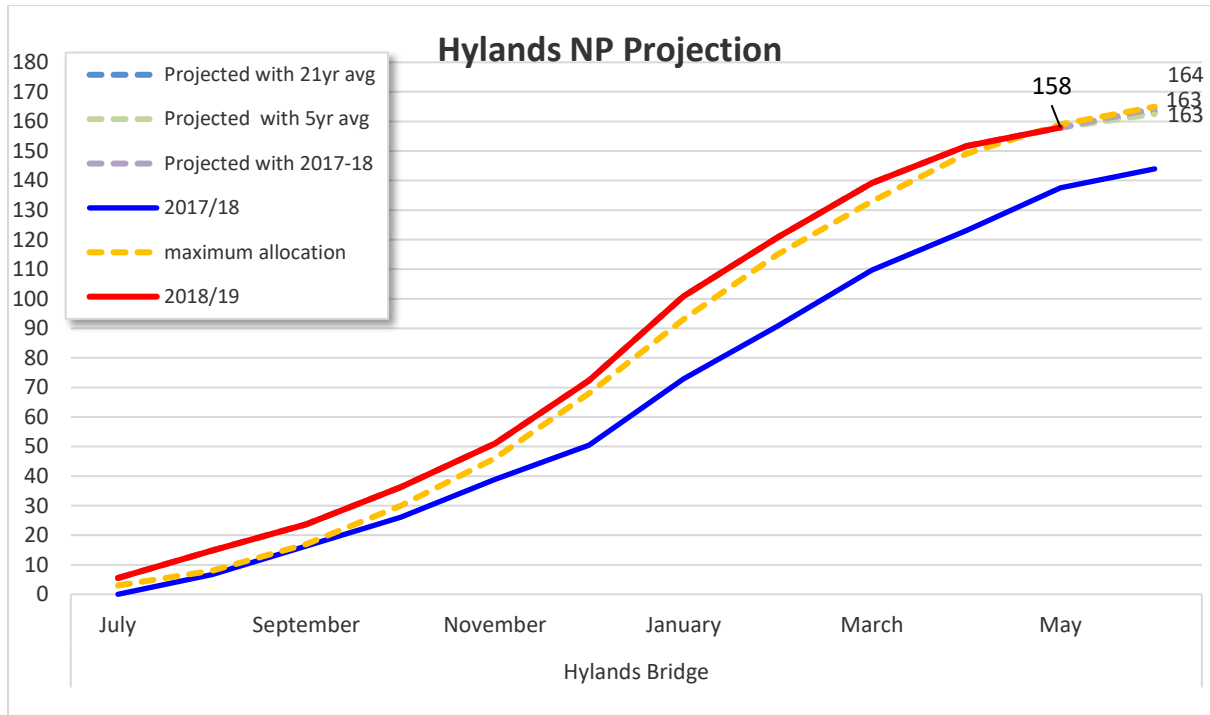
Hylands Bridge supplies Non Potable water to Barellan and Binya.

For the period April and May 2019, 158ML of water has been extracted from Hylands Bridge scheme, this is higher than for the same period in 2017/18 (138ML). An increase in production of 20ML compared to the same period last year.

Hylands Bridge Annual Volume (megalitres)



Hylands Bridge projections are as per the graph below.



13.3.2. MANDAMAH STAGES 2 - 4

BOARD RESOLUTION

19/053 RESOLVED on the motion of Crs Morris and McGlynn that the Board:

- 1. Note the information provided within the report**
- 2. Approve the construction of stages 2-4**
- 3. Approve the General Manager or his delegate to formally notify customers who have not met the conditions of the agreement.**
- 4. Note that any future connection applications to Mandamah infrastructure will only be assessed upon commissioning of the scheme.**

Report prepared by Production & Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board:

1. Note the information provided within the report
2. Approve the construction of stages 2-4
3. Approve the General Manager or his delegate to formally notify customers who have not met the conditions of the agreement.

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4. Note that any future connection applications to Mandamah infrastructure will only be assessed upon commissioning of the scheme.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

- 01 Excellence in Service Provision
- 02 Maximising Regional Water Supply
- 03 Strategic Water Management
- 04 Best Practice Pricing
- 09 Financially Sustainable

BACKGROUND

At Council's December 2017 Closed Session meeting, Council resolved to:

1. Note the information provided within this report
2. Accept commencement date of constructions as of 27th November 2017
3. Approve detailed designs for stages 2, 3 & 4
4. Approve staff to issue all remaining customers for stages 2, 3 & 4, land access and connection agreements with a requirement of 10% deposit as discussed within the body of the report.

REPORT

This report provides an update on the Mandamah Water Supply Scheme stages 2 to 4. The design contract has been awarded to Kellogg Brown & Root Pty Ltd (KBR), whom have completed the design of the pump station and preliminary designs for all remaining stages. The detailed designed stage has commenced (10% completed) with an expectation of completion for all stages by December 2019.

As previously resolved at the December 2017 Council meeting, all customers proposed for connection throughout stages 2-4 were issued with agreements and requested to pay a non-refundable deposit of 10% to secure the projects investment for the remaining stages.

Letters/agreements were issued to customers of stages 2-4 clearly outlining all charges and conditions of the connections. The letter required both a signed confirmation of agreement to the conditions and payment of the 10% deposit by the 13th August 2018.

A number of customers were late in meeting the deadline and as such, a follow up letter was issued to customers extending the timeframe to pay their deposit by the 12th of December 2018 and providing an option for customers to apply for financial hardship if they were unable to pay the deposit but still wanted to be included in the scheme.

This letter clearly stated that this was the final date for inclusion in the Mandamah scheme and that *"while future applications may be possible, there are no guarantees of either connection or of the contribution required."*

The following response has been received to date:

- Stage 2 – 20 customers have paid their deposit for a total 28 connections (4 unpaid)
- Stage 3 – 11 customers have paid their deposit for a total 12 connections (3 unpaid)
- Stage 4 – 3 customers have paid their deposit for a total 4 connections (0 unpaid)

Total 34 customers paid their deposit for a total 44 connections (7 unpaid)

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Of the unpaid deposits:

- One customer had not received their original offer and was only issued a letter of offer this year with a deadline of June 2019 to pay their 10% deposit.
- Three customers have expressed interest in applying for financial hardship; however no formal requests have been received to allow staff to enact on a review of this indication.
- One customer withdrew last year.
- Two customers have not provided any response

Construction of stages 2-4 is expected to commence in September 2019 provided the Board approve to continue with the stages 2-4, noting that 17% of the original customers identified in stages 2-4 have either withdrawn or failed to meet the agreement requirements.

Customers who have not paid their deposit or applied for hardship have been given ample opportunity to join the scheme. Staff recommend that the General Manager or his delegate formally write to each of the customers and advise them that they will be formally removed from the scheme as of 16th August 2019 if no deposit is paid by this date.

Staff recommend that the project continue with the construction of stages 2 – 4 on the basis that future opportunities for alternative landholders may apply for any spare capacity of the system through additional connection requests or increased demand requirements, allowing Goldenfields Water to maximise its investment.

Any future requests to connect will be subject to revised pricing requirements of both section 64 contributions and augmentation charges. These future requests will be submitted to Council for review prior to approval to connect.

Staff are recommending that no new connections will be considered for the scheme until such time that the project has been completed and commissioned. This will allow staff to validate the schemes performance and gain a greater understanding of any available capacity.

All remaining costs (around \$1.6m) for deposits will need to be paid prior to connections being provided to the land holders. The timing and invoicing for these remaining costs will occur progressively as the scheme is constructed.

FINANCIAL IMPACT STATEMENT

Currently around \$350,000 in customer contributions remain outstanding from the original expectation for commitments in stages 2–4. These outstanding costs may be reduced by any additional payments made prior to the 13th August 2019 date.

Thus far, GWCC has received:

- **Stage 1** - \$854,625 received \$0 outstanding
- **Stage 2** - \$190,740 received with around \$800,000 outstanding
- **Stage 3** - \$55,000 received with around \$645,000 outstanding
- **Stage 4** - \$15,000 received with around \$135,000 outstanding

ATTACHMENTS: Nil

TABLED ITEMS:

1. Deposit Agreement
2. Follow up Letter

13.4. MATTERS SUBMITTED BY ENGINEERING MANAGER

13.4.1. MANDAMAH RURAL WATER SUPPLY SCHEME PROGRESS REPORT

BOARD RESOLUTION

19/054 RESOLVED on the motion of Crs Callow and McGlynn that the progress report on the Mandamah Rural Water Supply Scheme be received and noted.

Report prepared by Engineering Manager

COUNCIL OFFICER RECOMMENDATION

That the progress report on the Mandamah Rural Water Supply Scheme be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

02 Maximising Regional Water Supply

BACKGROUND

Goldenfields Water is expanding its supply area by adding a new rural water supply scheme to its existing service area around the Mandamah region of NSW (west of the town of Barmedman). The scheme will have the capacity to supply water to approximately 100 connections and will include approximately 180km of pipe, two reservoirs and a pump station. The project is scheduled to be delivered by July 2023 with a total project budget of \$10.9m.

REPORT

Stage 1

The scheme has been broken up into four stages with stage one almost complete. Stage one included:

- Construction of two reservoirs completed in January 2019
- Construction of the pump station completed in May 2019
- Construction of approximately 66km of mains completed in June 2019
- Installation of meter assemblies is currently underway and due to be completed in June 2019

A breakdown of the costs for stage 1 as of 18 June 2019 are as follows:

Stage 1 Total (18 June 2019)	Expenditure
Design	\$285,143
Pipeline Construction	\$2,563,788

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Reservoir Construction	\$1,143,816
P/S construction	\$471,149
Project Management	\$25,126
Total Stage 1	\$4,489,022

The construction of the pipeline for all stages is being carried out by Goldenfields Water's internal construction crew. Stage 1 consisted of the following pipe diameters, materials and lengths:

- 33.8 km of DN200 OPVC
- 17.7 km of DN100 OPVC
- 8km of DN63 PE

It can be seen that Goldenfields Water internal construction crew are providing significant value for money when compared to the DPI NSW Reference Rates Manual which uses competitive contract rates obtained by NSW Public Works and other LWUs for water supply projects within NSW.

Stage 1 construction	DPI NSW reference rate \$/m	Goldenfields Water construction costs \$/m
Supply and construct only	\$102.73	\$38.96
Design, supply, construct and Project management	\$113.32	\$43.68

An opening ceremony to celebrate the completion of stage 1 is due to occur in July 2019.

Stages 2-4

- Preliminary designs for stages 2-4 were completed in March 2019
- Detailed design is currently underway for stages 2-4. The design of stage 2 has been prioritised and is due to be completed in September 2019
- Construction of stage 2 is expected to commence in September 2019

Please note: Preliminary route inspections of stages 2-4 show an increased amount of rock will be incurred in comparison to stage 1. This will likely increase the construction rates experienced in stage 1 but are still expected to remain well below the reference rates.

FINANCIAL IMPACT STATEMENT

A breakdown of works that occurred during this financial year as of 18 June 2019 is as follows:

2018/19 Financial Year (18 June 2019)	Expenditure
Pipeline construction	\$1,272,825
Reservoir construction	\$936,707
Pump Station construction	\$431,783
Stage 2-4 design	\$396,500
Project Management	\$25,126
Total	\$3,062,941

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The 2018/19 expenditure exceeds the current financial year budget of \$2,905,000. This is not due to overspending but rather due to a previous budget adjustment. The expenditure is well below the original budgeted amount of \$3,405,000.

ATTACHMENTS: Photos

TABLED ITEMS: Nil.

13.5. MATTERS SUBMITTED BY THE GENERAL MANAGER

13.5.1. RELATED PARTY TRANSACTION NOTIFICATIONS

BOARD RESOLUTION

19/055 RESOLVED on the motion of Crs McGlynn and McCann that the Board note the tabling of the related party transaction notification

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That the Board note the tabling of the related party transaction notification

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

The Australian Accounting Standards Board (AASB) has determined that AASB 124 Related Party Disclosures apply to government entities, including local government.

Related parties include Council's key management personnel, their close family members, and any entities that they or any of their close family members control or jointly control. A related party transaction is any transaction (whether a transfer of resources, services or obligations) between the reporting local government and any of the related parties, whether monetary or not.

In the annual financial statements councils must disclose related party relationship, transactions and outstanding balances, including commitments.

REPORT

Key Management Personnel – elected members, the general manager, directors and managers are required to complete related party transaction notifications disclosing any existing or potential related party transaction to assist Council in compliance with its statutory obligations.

Related party transaction notifications are tabled biannually to ensure the requirements are met.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

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General Manager.....Chairperson.....

ATTACHMENTS: Nil

TABLED ITEMS: Related party transaction notification – Matthew Stadtmiller

13.5.2. CONCEALED LEAK DETECTION POLICY

BOARD RESOLUTION

19/056 RESOLVED on the motion of Crs Callow and Morris that the Concealed Leak Detection Policy be approved.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That the Concealed Leak Detection Policy be approved.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Goldenfields developed a Concealed Leak Detection Policy in 2016 to assist Councillors in their deliberations when customers request a reduction in water due to concealed leaks.

REPORT

The Concealed Leak Detection Policy is now due for review.

In reviewing the policy, management have considered the time frame that claims will be considered for reduction.

Item 6.3 *Limitations and Exclusions* states:

Any reduction in a water account as a result of a decision by Council, will be limited to twelve months of water consumed immediately prior to the date of the property owner's application, for a reduction in their water account, being received by Council.

Management's suggestion is that a reduction in a water account under this policy, as a result of a decision by Council, should be limited to six (6) months of water consumed immediately prior to the date of the property owner's application, for a reduction in their water account, being received by Council.

Water bills are issued quarterly, any excessive water usage should be identified at least once within this time frame, allowing ample time for the leak to be located and restorative works to be completed. Goldenfields encourages customers to monitor their usage, and in addition the MyH2O technology is specifically designed to assist in active monitoring.

The Draft Concealed Leak Policy, incorporating the recommended change is attached for consideration.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Draft Concealed Leak Detection Policy

TABLED ITEMS: Nil

13.5.3. ADOPTION OF 2019-2020 OPERATIONAL PLAN

BOARD RESOLUTION

19/057 RESOLVED on the motion of Crs Morris and Sinclair that Council:

Adopt the 2019-2020 Operational Plan incorporating 2019-2020 Fees and Charges and 2019-2020 Budget Summaries.

Make the following water charges for levying in 2019/20 in accordance with Sections 501, 502, 552, 566, 603, 64 or 608 of the Local Government Act 1993, as well as reflecting the requirements of NSW Governments - Best Practice Management of Water Supply and Sewerage Guidelines 2007. For clarity Quarterly and Monthly Charges are also shown.

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Access Charges (Annual)	Annual	Quarterly
Residential (Section 501)	Charge	Charge
20mm Connection	\$ 200.00	\$ 50.00
25mm Connection	\$ 312.00	\$ 78.00
32mm Connection	\$ 512.00	\$ 128.00
40mm Connection	\$ 800.00	\$ 200.00
50mm Connection	\$ 1,252.00	\$ 313.00
80mm Connection	\$ 3,200.00	\$ 800.00
Non-Residential-Rural (Section 501)		
20mm Connection	\$ 640.00	\$ 160.00
25mm Connection	\$ 1,000.00	\$ 250.00
32mm Connection	\$ 1,640.00	\$ 410.00
40mm Connection	\$ 2,560.00	\$ 640.00
50mm Connection	\$ 4,000.00	\$ 1,000.00
80mm Connection	\$ 10,240.00	\$ 2,560.00
Non-Residential-Other (Section 501)		
(Includes:- Commercial, Industrial, Institutional, Community, Direct and Remote)		
20mm Connection	\$ 352.00	\$ 88.00
25mm Connection	\$ 548.00	\$ 137.00
32mm Connection	\$ 900.00	\$ 225.00
40mm Connection	\$ 1,400.00	\$ 350.00
50mm Connection	\$ 2,200.00	\$ 550.00
80mm Connection	\$ 5,640.00	\$ 1,410.00
100mm Connection	\$ 8,800.00	\$ 2,200.00
Non-Residential-High Volume(Section 501)		
	Annual	Monthly
	Charge	Charge
20mm Connection	\$ 300.00	\$ 25.00
25mm Connection	\$ 468.00	\$ 39.00
32mm Connection	\$ 768.00	\$ 64.00
40mm Connection	\$ 1,200.00	\$ 100.00
50mm Connection	\$ 1,872.00	\$ 156.00
80mm Connection	\$ 4,800.00	\$ 400.00
100mm Connection	\$ 7,500.00	\$ 625.00
150mm Connection	\$ 16,872.00	\$ 1,406.00

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Access Charges (Annual)		
	Annual Charge	Monthly Charge
Non-Residential Bulk Councils (Section 502)		
Per Connection 68% of 20mm Res charge (X equivalent no. of 20mm connections)	\$ 136.00	\$ 11.33
	Annual Charge	Quarterly Charge
Vacant Unconnected Properties (Section 552)		
20mm Connection (applicable to new subdivisions after 1/07/11)	\$ 200.00	\$ 50.00
	Annual Charge	Quarterly Charge
Special Water Supply Charge (Section 552)		
NR Rural - Mandamah Annual Augmentation Charge (per Entity)	\$ 500.00	\$ 125.00
Water Consumption Charges (Section 502) (per kilolitre)		
NR Rural - Mandamah Consumption Charge *	\$ 1.69	
Special Water Supply Charge (Section 552)(per kilolitre)		
NR Rural - Mandamah Consumption Augmentation Charge *	\$ 0.76	
Water Consumption Charges (Section 502) (per kilolitre)		
Residential Charge all consumption	\$ 2.45	
Non-Residential Rural consumption *	\$ 1.69	
Non-Residential Other consumption * (Includes: Commercial, Industrial, Community, Direct and Remote)	\$ 2.04	
Non-Residential High Volume Monthly consumption*	\$ 2.21	
Non-Residential Bulk Council all consumption	\$ 1.67	
Standpipe Water Sales (Commercial, Portable, & Temporary)	\$ 4.50	
Maximum Retail Charge for Standpipe Water Sales	\$ 6.00	
Minimum AvData Purchase at Goldenfields Water (10kl)	\$ 60.00	
*Excess Charges apply at Standpipe Water Sales Rates		

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Temporary Portable Metered Hydrant Charges (Section 502)	
Deposit for Non Local Customer	\$ 1,000.00
Short Term Hire - each week or part thereof	\$ 80.00
Annual Hire per annum of part thereof (nil consumption allowance)	\$ 330.00
All Portable Standpipe Water Sales per kilolitre	\$ 4.50
Water Connection Application (New or reconnection) (Section 608)	
Water Connection Application Fee (including Site Inspection)	\$ 285.00
Development Proposals (Section 608) (per connection)	
Assess development proposals (incl subdivision, strata & community/neighbourhood plans)	
Up to 5 connections	\$ 230.00
6 to 15 connections	\$ 205.00
16 to 30 connections	\$ 175.00
> 30 connections	POA

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Infrastructure Charges (Section 64 or Section 608)	
Retail DSP areas - per equivalent tenement	\$ 7,800.00
Bulk Council DSP areas - per equivalent tenement	\$ 7,134.00
Equivalent Tenement (ET) = 250 Kilolitres per annum	
Augmentation - Tapping, Service and Meter Charges (Section 64 or Section 608)	
20mm Connection	\$ 1,750.00
25mm Connection	\$ 1,950.00
32mm Connection	\$ 2,550.00
40mm Connection	\$ 2,950.00
50mm Connection	\$ 3,450.00
> 50mm Connection	At Cost
20mm Connection where service pipe has already been laid	\$ 350.00
Downsizing a Connection: half the regular cost of the resultant connection size	
Interest Charges (Section 566)	
Interest on Overdue Accounts (unpaid > 28 days from posting)	7.50%
Pipe Locations (Section 608)	
Locate Only (Minimum 1 Hour)	\$145/hr
Locate & Expose (min 24 hours notice) (Minimum 1 Hour)	\$145/hr
Backflow Prevention (Section 608)	
Installation of RPZD device (incl cost of device)	\$ 950.00
Inspection & Testing of Backflow Prevention Device (per device) per hour	\$ 325.00
Installation of Double Check Valve	\$ 260.00
Yearly Servicing of Double Check Valve	\$ 63.00
Engineering Services Section 608)	
Site Inspections (per visit)	\$ 290.00
Pressure Testing of New Mains	\$ 725.00
Chlorination/Disinfection of New Mains	\$ 725.00
Cutting in of New Mains	At Cost
Site Survey (per day)	\$ 875.00
Design and Drafting including Plans (per day)	\$ 975.00
Private Works Hire (Section 608)	
Private Works Admin Fee (Maximum \$500.00)	10%
Hire rates for Labour, Plant & Equipment	POA

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Administrative Fees (Section 603)	
Search Inquiry Certificate Fee - s603 (per property)	\$ 85.00
Urgent Certificates - fee for provision of s603 certificate required in less than three working days after receipt of both a properly completed application form and the necessary payment (includes statutory State Govt fee)	\$ 170.00
Administrative Fees (Section 608)	
Disconnection Attendance Fee - Permanent or Temporary (Non-payment of account or at Customer Request)	\$ 145.00
Reconnection Fee after Temporary Disconnection	\$ 145.00
Debt Recovery Attendance Fee	\$ 145.00
Meter Test Deposit (non-refundable if meter registers less than 4% more than the correct quantity):-	
20 or 25mm meter	\$ 145.00
32 or 40mm meter	\$ 220.00
50 or 80mm meter	\$ 290.00
> 80mm meter	At Cost
Special Meter Reading (refundable if routine reading by Council proven to be in error):	
Routine service - minimum 48 hours notice	\$ 85.00
Same day service	\$ 145.00
Special Inquiry/Certificate/Attendance Fee per hour (min 1hr)	\$ 145.00
Installation of Remote Meter Reading Device	At Cost
Processing of Dishonoured Cheques	\$ 55.00
Processing of Dishonoured Direct Debit (initial \$0, subsequent)	\$ 25.00
Copy of documents (per copy) freely available from website	\$ 33.00
AvData Key Charge	\$ 50.00
Request for information under the Government Information (Public Access) Act 2009:-	
Access to records concerning personal affairs:-	
Application Fee	\$ 30.00
Processing Charge (/hr after first 20hrs)	\$ 30.00
Internal review	\$ 40.00
Amendment of records	No Cost

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That Council:

1. Adopt the 2019-2020 Operational Plan incorporating 2019-2020 Fees and Charges and 2019-2020 Budget Summaries.

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2. Make the following water charges for levying in 2019/20 in accordance with Sections 501, 502, 552, 566, 603, 64 or 608 of the Local Government Act 1993, as well as reflecting the requirements of NSW Governments - Best Practice Management of Water Supply and Sewerage Guidelines 2007. For clarity Quarterly and Monthly Charges are also shown.

Access Charges (Annual) Residential (Section 501)	Annual Charge	Quarterly Charge
20mm Connection	\$ 200.00	\$ 50.00
25mm Connection	\$ 312.00	\$ 78.00
32mm Connection	\$ 512.00	\$ 128.00
40mm Connection	\$ 800.00	\$ 200.00
50mm Connection	\$ 1,252.00	\$ 313.00
80mm Connection	\$ 3,200.00	\$ 800.00

Non-Residential-Rural (Section 501)

20mm Connection	\$ 640.00	\$ 160.00
25mm Connection	\$ 1,000.00	\$ 250.00
32mm Connection	\$ 1,640.00	\$ 410.00
40mm Connection	\$ 2,560.00	\$ 640.00
50mm Connection	\$ 4,000.00	\$ 1,000.00
80mm Connection	\$ 10,240.00	\$ 2,560.00

Non-Residential-Other (Section 501)

(Includes:- Commercial, Industrial, Institutional, Community, Direct and Remote)

20mm Connection	\$ 352.00	\$ 88.00
25mm Connection	\$ 548.00	\$ 137.00
32mm Connection	\$ 900.00	\$ 225.00
40mm Connection	\$ 1,400.00	\$ 350.00
50mm Connection	\$ 2,200.00	\$ 550.00
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100mm Connection	\$ 8,800.00	\$ 2,200.00

Non-Residential-High Volume(Section 501)	Annual Charge	Monthly Charge
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40mm Connection	\$ 1,200.00	\$ 100.00
50mm Connection	\$ 1,872.00	\$ 156.00
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General Manager.....Chairperson.....

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Access Charges (Annual)

	Annual Charge	Monthly Charge
Non-Residential Bulk Councils (Section 502)		
Per Connection 68% of 20mm Res charge (X equivalent no. of 20mm connections)	\$ 136.00	\$ 11.33

	Annual Charge	Quarterly Charge
Vacant Unconnected Properties (Section 552)		
20mm Connection (applicable to new subdivisions after 1/07/11)	\$ 200.00	\$ 50.00

	Annual Charge	Quarterly Charge
Special Water Supply Charge (Section 552)		
NR Rural - Mandamah Annual Augmentation Charge (per Entity)	\$ 500.00	\$ 125.00

Water Consumption Charges (Section 502) (per kilolitre)

NR Rural - Mandamah Consumption Charge *	\$ 1.69
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Special Water Supply Charge (Section 552)(per kilolitre)

NR Rural - Mandamah Consumption Augmentation Charge *	\$ 0.76
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Water Consumption Charges (Section 502) (per kilolitre)

Residential Charge all consumption	\$ 2.45
Non-Residential Rural consumption *	\$ 1.69
Non-Residential Other consumption * (Includes: Commercial, Industrial, Community, Direct and Remote)	\$ 2.04
Non-Residential High Volume Monthly consumption*	\$ 2.21
Non-Residential Bulk Council all consumption	\$ 1.67
Standpipe Water Sales (Commercial, Portable, & Temporary)	\$ 4.50
Maximum Retail Charge for Standpipe Water Sales	\$ 6.00
Minimum AvData Purchase at Goldenfields Water (10kl)	\$ 60.00

*Excess Charges apply at Standpipe Water Sales Rates

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Temporary Portable Metered Hydrant Charges (Section 502)

Deposit for Non Local Customer	\$ 1,000.00
Short Term Hire - each week or part thereof	\$ 80.00
Annual Hire per annum of part thereof (nil consumption allowance)	\$ 330.00
All Portable Standpipe Water Sales per kilolitre	\$ 4.50

Water Connection Application (New or reconnection) (Section 608)

Water Connection Application Fee (including Site Inspection)	\$ 285.00
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Development Proposals (Section 608) (per connection)

Assess development proposals (incl subdivision, strata & community/neighbourhood plans)

Up to 5 connections	\$ 230.00
6 to 15 connections	\$ 205.00
16 to 30 connections	\$ 175.00
> 30 connections	POA

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Infrastructure Charges (Section 64 or Section 608)

Retail DSP areas - per equivalent tenement	\$ 7,800.00
Bulk Council DSP areas - per equivalent tenement	\$ 7,134.00

Equivalent Tenement (ET) = 250 Kilolitres per annum

Augmentation - Tapping, Service and Meter Charges (Section 64 or Section 608)

20mm Connection	\$ 1,750.00
25mm Connection	\$ 1,950.00
32mm Connection	\$ 2,550.00
40mm Connection	\$ 2,950.00
50mm Connection	\$ 3,450.00
> 50mm Connection	At Cost
20mm Connection where service pipe has already been laid	\$ 350.00

Downsizing a Connection: half the regular cost of the resultant connection size

Interest Charges (Section 566)

Interest on Overdue Accounts (unpaid > 28 days from posting)	7.50%
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Pipe Locations (Section 608)

Locate Only (Minimum 1 Hour)	\$145/hr
Locate & Expose (min 24 hours notice) (Minimum 1 Hour)	\$145/hr

Backflow Prevention (Section 608)

Installation of RPZD device (incl cost of device)	\$ 950.00
Inspection & Testing of Backflow Prevention Device (per device) per hour	\$ 325.00
Installation of Double Check Valve	\$ 260.00
Yearly Servicing of Double Check Valve	\$ 63.00

Engineering Services Section 608)

Site Inspections (per visit)	\$ 290.00
Pressure Testing of New Mains	\$ 725.00
Chlorination/Disinfection of New Mains	\$ 725.00
Cutting in of New Mains	At Cost
Site Survey (per day)	\$ 875.00
Design and Drafting including Plans (per day)	\$ 975.00

Private Works Hire (Section 608)

Private Works Admin Fee (Maximum \$500.00)	10%
Hire rates for Labour, Plant & Equipment	POA

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Administrative Fees (Section 603)

Search Inquiry Certificate Fee - s603 (per property)	\$ 85.00
Urgent Certificates - fee for provision of s603 certificate required in less than three working days after receipt of both a properly completed application form and the necessary payment (includes statutory State Govt fee)	\$ 170.00

Administrative Fees (Section 608)

Disconnection Attendance Fee - Permanent or Temporary (Non-payment of account or at Customer Request)	\$ 145.00
Reconnection Fee after Temporary Disconnection	\$ 145.00
Debt Recovery Attendance Fee	\$ 145.00
Meter Test Deposit (non-refundable if meter registers less than 4% more than the correct quantity):-	
20 or 25mm meter	\$ 145.00
32 or 40mm meter	\$ 220.00
50 or 80mm meter	\$ 290.00
> 80mm meter	At Cost
Special Meter Reading (refundable if routine reading by Council proven to be in error):	
Routine service - minimum 48 hours notice	\$ 85.00
Same day service	\$ 145.00
Special Inquiry/Certificate/Attendance Fee per hour (min 1hr)	\$ 145.00
Installation of Remote Meter Reading Device	At Cost
Processing of Dishonoured Cheques	\$ 55.00
Processing of Dishonoured Direct Debit (initial \$0, subsequent)	\$ 25.00
Copy of documents (per copy) freely available from website	\$ 33.00
AvData Key Charge	\$ 50.00

Request for information under the Government Information (Public Access) Act 2009:-

Access to records concerning personal affairs:-	
Application Fee	\$ 30.00
Processing Charge (/hr after first 20hrs)	\$ 30.00
Internal review	\$ 40.00
Amendment of records	No Cost

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Section 405 of the Local Government Act 1993 requires an operational plan including an annual budget and annual fees and charges to be adopted before the beginning of each

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financial year and for the draft documents to be placed on public exhibition for a period of 28 days.

REPORT

In accordance with legislative requirements, the Draft 2019-2020 Operational Plan has been on public exhibition for 28 days. No submissions have been received.

The 2019-2020 Operational Plan is now re-presented to Council for adoption.

The 2019-2020 Operational Plan incorporates 2019-2020 Fees and Charges and 2019-2020 Budget Summaries.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Draft 2019-2020 Operational Plan

TABLED ITEMS: Nil

13.5.4. CODE OF MEETING PRACTICE

BOARD RESOLUTION

19/058 RESOLVED on the motion of Crs Callow and McGlynn that Council endorses the draft Code of Meeting Practice to be placed on public display for a period of 28 days.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That Council endorses the draft Code of Meeting Practice to be placed on public display for a period of 28 days.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Amendments made to the Local Government Act 1993 (the Act) provide for a Model Code of Meeting Practice (the Model Code) to be prescribed by the Local Government (General) Regulation 2005 (the Regulation).

Council is required to adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code prescribed by the Regulation. Councils adopted meeting code must not contain provisions that are inconsistent with the mandatory provisions.

Councils adopted meeting code may also incorporate the non-mandatory provisions of the Model Code and any other supplementary provisions adopted by Council.

Council and committees of council of which all the members are councillors must conduct their meetings in accordance with the code of meeting practice adopted by the council.

REPORT

Council has prepared a draft Code of Meeting Practice in accordance with the Local Government Act requirements.

Before adopting a new code of meeting practice, under section 361 of the Act, council is required to exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

Council's draft Code of Meeting Practice is presented with tracked changes to enable clear understanding of the mandatory provisions, non mandatory provisions, and supplementary provisions that are proposed for adoption or exclusion. Please refer to the legend located on the front page of the code of meeting practice attachment.

Once the Board has approved the suggested inclusions/exclusions, the document will be updated accordingly and placed on public display as per requirements.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Draft Code of Meeting Practice

TABLED ITEMS: Nil

13.5.5. CODE OF CONDUCT

BOARD RESOLUTION

19/059 RESOLVED on the motion of Crs McCann and Callow that Council adopt the Code of Conduct and its administrative procedures.

Report prepared by Human Resources Coordinator

COUNCIL OFFICER RECOMMENDATION

That Council adopt the Code of Conduct and its administrative procedures.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient operations

BACKGROUND

The 2018 Model Code of Conduct for Local Councils in NSW and the associated Procedures for the administration of the Model Code of Conduct for Local Councils in NSW were prescribed on 14 December 2018 by the Office of Local Government. Councils must adopt the new Model Code of Conduct and Procedures within 6 months of prescription.

REPORT

PP031 Code of Conduct and P019 Administrative Procedures for the Code of Conduct have been drafted in accordance with the Model documents.

The key changes are:

- Inclusion of pecuniary interest provision. This was previously only included in the Local Government Act & Regulations.
- More prescriptive behavioural expectations than the previous version i.e. updated standards relating to discrimination, harassment, bullying, work health & safety and behaviour at meetings.
- Updated rules governing the acceptance of gifts and benefits.
- A new ongoing disclosure requirement for board members and designated persons requiring disclosure of new interests in returns of interests within three months of becoming aware of them.
- Board members will be required to disclose in their returns of interests whether they are a property developer or a close associate of a property developer.

All staff will be provided with training on the new Model Code of Conduct via an e-learning module to be provided by Local Government NSW. Board members will be offered the opportunity to undertake this training also.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS:

PP031 Code of Conduct

P019 Administrative procedures for the Code of Conduct

TABLED ITEMS: Nil

13.5.6. LOCAL GOVERNMENT NSW ANNUAL CONFERENCE

BOARD RESOLUTION

19/060 RESOLVED on the motion of Crs Callow and Armstrong That the Board:

- 1. Endorse the Chairperson as Goldenfields Water's voting delegate for the LGNSW Annual Conference**
- 2. Approve the attendance of the General Manager and the Chairperson**
- 3. Nominate an additional Board member to attend if desired.**

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That the Board:

1. Endorse the Chairperson as Goldenfields Water's voting delegate for the LGNSW Annual Conference
2. Approve the attendance of the General Manager and the Chairperson
3. Nominate an additional Board member to attend if desired.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

03 Strategic Water Management

BACKGROUND

The Local Government NSW Annual Conference is the annual policy making event for NSW Councils and where councillors come together to share ideas and debate issues that shape the way their councils are governed.

REPORT

The LGNSW Annual Conference will be held at Warwick Farm from Monday 14 October 2019 to Wednesday 16 October 2019.

At the time of preparation of the business paper the draft program for the event was not available for inclusion.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

13.5.7. LOCAL GOVERNMENT NSW WATER MANAGEMENT CONFERENCE

BOARD RESOLUTION

19/061 RESOLVED on the motion of Crs Armstong and Callow that the Board:

- 1. Nominate attendees for the Local Government NSW Water Management Conference**
- 2. Approve the attendance of the General Manager**

Cr McCann will attend.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That the Board:

1. Nominate attendees for the Local Government NSW Water Management Conference
2. Approve the attendance of the General Manager

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

03 Strategic Water Management

BACKGROUND

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

REPORT

The Local Government NSW Water Management Conference will be held at Albury on Monday 2 September 2019 to Wednesday 4 September 2019.

At the time of preparing this report the program for the event had not been released.

Nominations for attendance are sought from the Board to allow registration and booking arrangements to be made.

In 2018 the General Manager and the Chairperson attended this event.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

14. NEXT MEETING

The next ordinary meeting of council is due to be held Thursday 27 June 2019 at 10.00am.

15. CLOSE OF BUSINESS

There being no further items requiring the attention of Council the meeting was declared closed at 11.45 am
