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WEBCASTING OF COUNCIL MEETINGS

Welcome to the December Ordinary Meeting of Council. As per 5.19 of Councils Code of Meeting Practice, all meetings of the council and committees of the Council are to be webcast on Council's website.

This clause does not apply to parts of a meeting that have been closed to the public under section 10A of the Act.

Audio recordings are to be uploaded to council's website within 3 weeks of the meeting. Recordings will be retained on Councils website for 12 months, and may be disposed of in accordance with the State Records Act 1998.

To those present, by attending or participating in this public meeting you are consenting to your voice and comments being recorded and published.

Any person invited to speak will be recorded and their voice and comments will form part of the recording.

The Chairperson and General Manager have the discretion and authority at any time to direct the termination or interruption of the recording if comments or debate are considered defamatory or otherwise inappropriate for publishing.

I remind those present to refrain from making any defamatory statements.

LEAVE OF ABSENCE/APOLOGIES

At the time of preparation of the business paper no apologies have been received.

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.

PRESENTATIONS

No presentations are scheduled for this meeting.

DECLARATION OF PECUNIARY INTERESTS

Declaration of Interest

Councillors and senior staff are reminded of their obligation to declare their pecuniary interest in any matters listed before them.

Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

DECLARATION OF NON PECUNIARY INTERESTS

Declaration of non Pecuniary Interest

Councillors and senior staff are reminded of their obligation to declare their interest in any matters listed before them.

In considering your interest you are reminded to include non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.

Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

CONFIRMATION OF MINUTES

It is recommended that the minutes of the meeting held 24 October 2019 having been circulated to members be confirmed as a true and accurate record.

BUSINESS ARISING FROM MINUTES

At the time of preparation of the business paper no business was arising from minutes.

CORRESPONDENCE

At the time of preparation of the business paper no relevant correspondence had been received for inclusion.

MATTERS OF URGENCY

In accordance with clause 241 (3) of the Local Government (General) Regulations 2005 business may be transacted at a meeting without due notice only if:

- a) A motion is passed to have the business transacted at the meeting, and
- b) The business is proposed to be brought forward is ruled by the chairperson to be of great urgency.

NOTICES OF MOTION/RESCISSION MOTIONS

At the time of preparation of the Business Paper no Notices of Motion or Rescission Motions have been received.

CHAIRPERSONS MINUTE

At the time of preparation of the Business Paper the Chairperson had not issued a report for publication.

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

COUNCIL INVESTMENTS

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council Investments as at 30 November 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

Council's investment portfolio increased by \$500,000 from \$50,750,000 as at 30 September 2019 to \$51,250,000 as at 30 November 2019. This increase is a timing correction following the decrease in cash reported to the October 2019 meeting.

Investment Portfolio

Type	Rating	Issuer	Frequency	Purchase	Maturity	Days	Rate	Benchmark*	Principal
TD	A	ING Direct	Annual	11/12/2017	9/12/2019	728	2.91	1.48	\$3,000,000
TD	A	ING Direct	Annual	20/12/2017	23/12/2019	733	2.87	1.48	\$3,000,000
TD	BBB+	Rural Bank	Annual	14/02/2018	14/02/2020	730	2.86	1.48	\$3,000,000
TD	BBB+	AMP Bank	At Maturity	26/02/2019	26/02/2020	365	2.75	1.48	\$1,000,000
TD	A-	Macquarie Bank	At Maturity	16/09/2019	17/03/2020	183	1.75	1.08	\$2,000,000
TD	BBB+	AMP Bank	At Maturity	20/03/2019	19/03/2020	365	2.75	1.48	\$1,000,000
TD	NR	Police Credit Union SA	Annual	21/03/2018	23/03/2020	733	3.02	1.48	\$1,000,000
TD	BBB+	AMP Bank	Annual	16/05/2019	15/05/2020	365	2.35	1.48	\$1,000,000
TD	BBB+	AMP Bank	At Maturity	12/11/2019	12/05/2020	182	1.80	1.08	\$1,000,000
TD	BBB+	AMP Bank	At Maturity	12/11/2019	12/05/2020	182	1.80	1.08	\$2,000,000
FRTD	BBB	Newcastle Permanent	Quarterly	8/06/2017	9/06/2020	1097	3.21	0.95	\$2,000,000
TD	BBB	Auswide Bank	At Maturity	20/06/2018	22/06/2020	733	3.00	1.48	\$1,000,000
TD	AA-	Westpac	Annual	12/07/2017	13/07/2020	1097	3.01	1.48	\$2,000,000
TD	AA-	Westpac	Quarterly	25/09/2017	28/09/2020	1099	3.06	1.48	\$1,000,000
TD	BBB+	BOQ	Annual	7/11/2017	9/11/2020	1098	3.00	1.48	\$3,000,000
TD	BBB+	Rural Bank	Annual	6/12/2017	7/12/2020	1097	2.95	1.48	\$3,000,000
TD	BBB+	Rural Bank	Annual	9/01/2018	11/01/2021	1098	3.10	1.48	\$3,000,000
TD	NR	Police Credit Union SA	Annual	21/03/2018	22/03/2021	1097	3.15	1.48	\$2,000,000
TD	NR	Australian Military Bank	Annual	29/03/2018	29/03/2021	1096	3.20	1.48	\$1,000,000
TD	AA-	Westpac	Quarterly	24/04/2018	27/04/2021	1099	3.13	1.48	\$3,000,000
TD	BBB	P&N Bank	Annual	27/06/2018	28/06/2021	1097	3.15	1.48	\$3,000,000
TD	BBB+	BOQ	Annual	12/07/2017	12/07/2021	1461	3.45	1.48	\$2,000,000
TD	BBB+	BOQ	Annual	29/10/2018	29/10/2021	1096	3.00	1.48	\$3,000,000
TD	BBB+	BOQ	Annual	12/07/2018	12/07/2022	1461	3.50	1.48	\$1,000,000
CASH	BBB	ME	Monthly				1.35	0.75	\$2,000,000
CASH	AA-	CBA	Monthly				0.70	0.75	\$1,250,000
TOTAL:									\$51,250,000

*Benchmarks

On Call - RBA Cash

Floating Rate Deposit - 3m BBSW

Term Deposit - BBSW

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

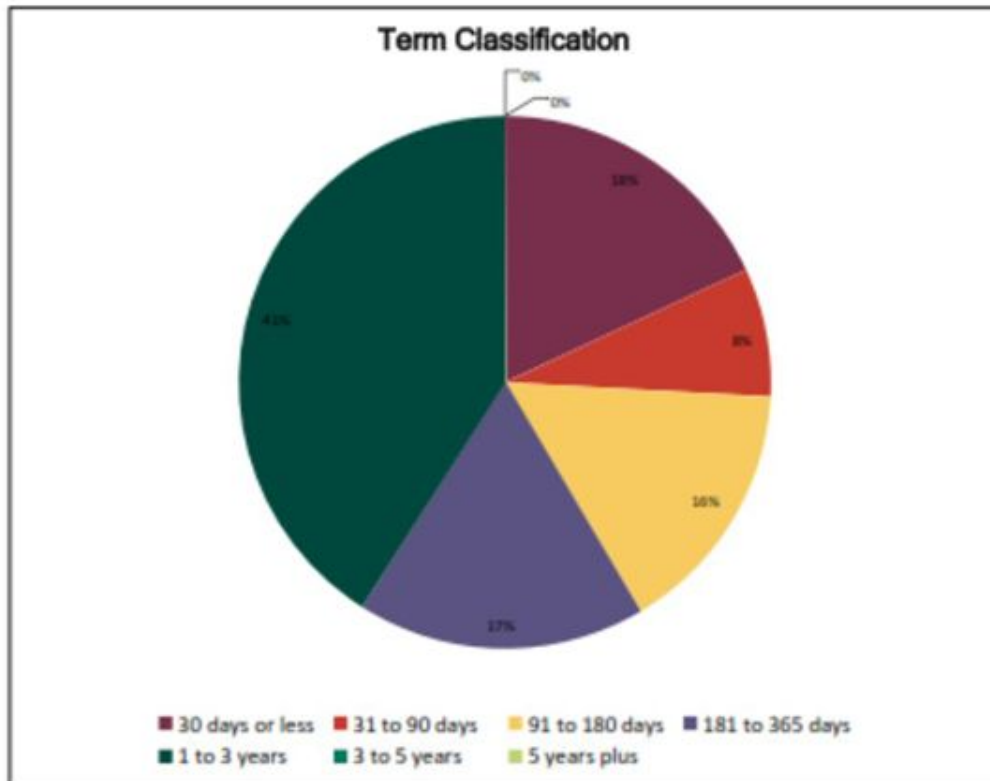
Performance

Goldenfields Water County Council’s investment portfolio outperformed the relevant BBSW Index benchmark by 100%. The average weighted yield for November was 2.77%, over an average weighted term of 296 days, with a benchmark of 1.36%. This strong performance continues to be driven by those deposits still yielding above 3% p.a. However, these deposits are fast maturing and will be reinvested at lower rates, due to the drop in cash rates since these deposits were last invested.

Total Cost 51,250,000	Total Accrued Interest 742,953	Average Weighted Yield 2.77%
Total Current Value 51,250,000	Total Monthly Accrued Interest 110,394	Average Weighted Term in Days 296
Unrealised Capital Gain/Loss 0	Total Interest Received for the Month 38,466	Total Interest Received for the Financial Year 118,475

Term to Maturity

Council’s investment portfolio maturities shown graphically below:

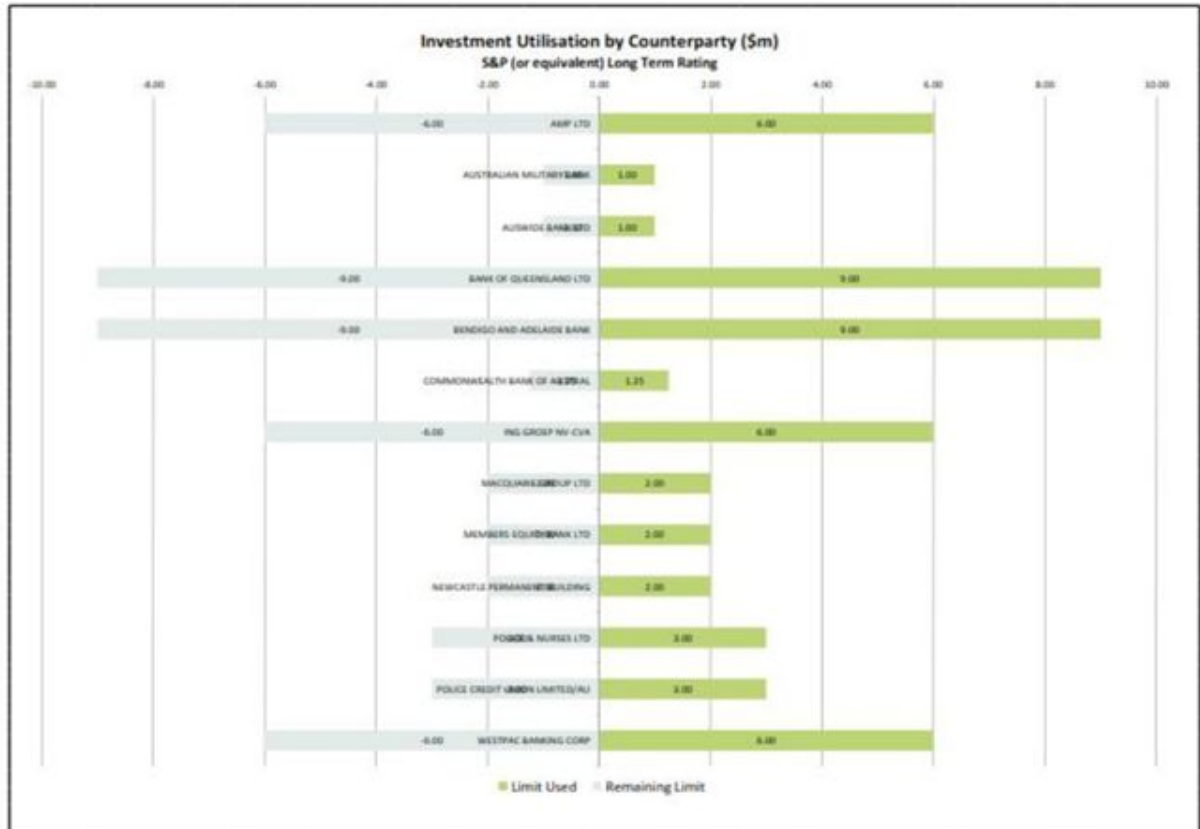


GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Counter Party Compliance

As at the end of November, Council was compliant with policy in terms of individual financial institution capacity limits. BoQ (BBB+) and Bendigo (BBB+) remain close to capacity. It is worth noting that capacity limits are affected by changes in the on call account balance compared to the total portfolio balance.

Overall, the portfolio is diversified across a variety of credit ratings, including some exposure to unrated ADIs.



APPLICATION OF INVESTMENT FUNDS

The table below details the allocation of cash balances in terms of restricted funds, noting restrictions are all internal rather than external.

Restricted Funds:	
- Plant & Vehicle Replacement	886,000
- Infrastructure Replacement	36,347,000
- Employee Leave Entitlement	1,575,000
- Deposits, Retentions & Bonds	28,000
- Sales Fluctuation Reserve	2,000,000
- Property Reserve	423,000
Unrestricted Funds:	9,991,000
TOTAL	51,250,000


GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

FINANCIAL IMPACT STATEMENT

Council's investment portfolio increased by \$500,000 from \$50,750,000 as at 30 September 2019 to \$51,250,000 as at 30 November 2019.

DECLARATION

I hereby certify that investments listed in the report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy PP004.

Signed 

Michele Curran – Corporate Services Manager

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

PROGRESS REPORT – CAPITAL WORKS EXPENDITURE

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council's Capital Works Program as at 30 November 2019 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Capital Works represents a significant part of Council's activities and expenditure. This report details progress year to date on programmed and emergent capital works.

REPORT

This report is presented for information on the Capital Works Program year to date progress as at 30 November 2019.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Capital Works Progress Report as at 30 November 2019.

TABLED ITEMS: Nil.

Goldenfields Water County Council CAPITAL WORKS PROGRESS AS AT 30TH NOVEMBER 2019						
	CURRENT BUDGET 2019/20	ACTUAL YTD	COMMITTED YTD	TOTAL ACTUAL & COMMITTED YTD	VARIANCE YTD	% ACTUAL TO BUDGET
CAPITAL INCOME:	\$	\$	\$	\$	\$	%
Total Capital Income:	(473,700)	(265,901)	-	(265,901)	(207,799)	56%
CAPITAL EXPENDITURE						
NEW SYSTEM ASSETS:	\$	\$	\$	\$	\$	%
Plant & Equipment New	283,000	160,026	135,290	295,316	(12,316)	104%
IT Equipment	100,000	473	34,335	34,807	65,193	35%
Intangibles	100,000	18,306	-	18,306	81,694	18%
Land & Buildings	150,000	24,083	-	24,083	125,917	16%
Developer Paid Mains	40,000	34,518	4,800	39,318	682	98%
Mains	1,850,000	614,457	576,353	1,190,811	659,189	64%
Backflow Devices	750,000	183,349	94,290	277,638	472,362	37%
Pump Stations	-	111,344	18,354	129,698	(129,698)	0%
Reservoirs	-	6,526	8,133	14,659	(14,659)	0%
SCADA	550,000	112,243	581,985	694,227	(144,227)	126%
TOTAL NEW SYSTEM ASSETS:	3,823,000	1,265,324	1,453,539	2,718,863	1,104,137	71%
RENEWALS:	\$	\$	\$	\$	\$	%
Future Capital Project Investigations	240,000	896	118,401	119,297	120,703	50%
Plant & Equipment Replacement	898,000	455,458	207,871	663,328	234,672	74%
IT Equipment	50,000	6,011	-	6,011	43,989	12%
Office Equipment	10,000	-	-	-	10,000	0%

Goldenfields Water County Council CAPITAL WORKS PROGRESS AS AT 30TH NOVEMBER 2019	CURRENT BUDGET 2019/20	ACTUAL YTD	COMMITTED YTD	TOTAL ACTUAL & COMMITTED YTD	VARIANCE YTD	% ACTUAL TO BUDGET
Intangibles	50,000	-	-	-	50,000	0%
Land & Buildings	150,000	4,672	903	5,575	144,425	4%
Mains - Renewal & Replacement	3,200,000	497,518	60,836	558,354	2,641,646	17%
Service Renewals	45,000	48,987	1,276	50,263	(5,263)	112%
Water Treatment Plant	1,000,000	1,387	145,305	146,691	853,309	15%
Pump Stations	1,725,000	203,202	156,013	359,215	1,365,785	21%
Reservoirs	365,000	38,657	44,140	82,797	282,203	23%
Bores	400,000	18,643	58,150	76,793	323,207	19%
Water Quality	50,000	-	-	-	50,000	0%
SCADA	550,000	124,006	58,433	182,440	367,560	33%
Emergency Works	200,000	-	-	-	200,000	0%
TOTAL RENEWALS ASSETS:	9,103,000	1,414,236	851,328	2,265,564	6,837,436	25%
TOTAL CAPITAL EXPENDITURE:	12,926,000	2,679,560	2,304,866	4,984,427	7,941,573	39%

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

WATER SERVICE CONNECTION POLICY

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board adopts the revised PP007 Water Service Connection Policy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

The existing Service Connection Policy includes special condition requirements (6.2.1.4), where the applicant's water infrastructure passes through neighbouring properties, a signed consent from neighbouring property owner(s) must be provided. However the Policy is currently silent in regards to when their water infrastructure passes through Road Reserves and / or Rail Corridors. The present section 6.2.1 is as follows:

6.2.1 Non Residential Rural Connection

1. *The applicant will be required to store a minimum 3 day average water requirements or 20,000 litres whichever is greater.*
2. *Backflow prevention containment device must be fitted at the property boundary, in accordance with Council's Backflow Prevention Policy.*
3. *Connection will only be provided if suitable rural infrastructure is within 2km of the property boundary to be connected. Non-residential rural properties cannot be connected to urban infrastructure.*
4. *If applicant's water infrastructure is intended to pass through neighbouring properties a signed consent from neighbouring property owner(s) must be provided. GWCC recommends an easement to prevent future issues if neighbouring property sold.*
5. *The connection will be supplied directly above a suitable GWCC water main. It will remain the applicant's responsibility to augment within their own property.*

REPORT

Proposed changes to 6.2.1 Non Residential Rural Connections include the requirement for applicants to apply for, and then supply to Goldenfields Water, approval(s) for their private infrastructure passing through Road Reserves and or Rail Corridors.

The opportunity was also taken to rearrange and renumber some of the previously included requirements wholly within 6.2.1.

The proposed clause is:

6.2.1 Non Residential Rural Connection

1. The applicant will be required to store a minimum 3 day average water requirements or 20,000 litres whichever is greater.
2. Backflow prevention containment device must be fitted at the property boundary, in accordance with GWCC's Backflow Prevention Policy.
3. Connection will only be provided if suitable rural infrastructure is within 2km of the property boundary to be connected.
4. Non-residential rural properties cannot be connected to urban infrastructure.

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

5. The connection will be supplied directly above a suitable GWCC water main.
6. It will remain the applicant's responsibility to augment from the connection.
7. If applicant's water infrastructure is intended to pass through any Road Reserve or Rail Corridor, the applicant is required to arrange their own approval(s) which must be provided.
8. If applicant's water infrastructure is intended to pass through neighbouring properties a signed consent from neighbouring property owner(s) must be provided. GWCC recommends an easement to prevent future issues if neighbouring property sold.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Draft PP007 Water Service Connection Policy

TABLED ITEMS: Nil.



Policy No. PP007

Water Service Connection Policy

DRAFT

Water Service Connection Policy

1 INFORMATION ABOUT THIS POLICY

POLICY INFORMATION

Date Adopted by Board 25 August 2016	Resolution No. 16/084
Policy Responsibility General Manager	
Review Timeframe 4 yearly	
Last Review 13/12/2019	Next Scheduled Review December 2023

DOCUMENT HISTORY

DOCUMENT NO.	DATE AMENDED	SUMMARY OF CHANGES
	21/12/2018	6.2.4 Service Connections to be served directly from GWCC water mains 6.2.5 Service Connection to Multiple Residential Units
	13/12/2019	6.2.1 Non Residential Rural Connection addition of approval for private infrastructure in Road Reserves and Rail Corridors. Reformatting of existing clauses.

FURTHER DOCUMENT INFORMATION AND RELATIONSHIPS

Related Legislation	Local Government Act 1993 NSW Local Government (General) Regulation 2005
Related Policies	Backflow Prevention Policy Developer Charges Policy Drinking Water Management System
Related Procedures, Protocols, Statements and Documents	



Water Service Connection Policy

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Water Service Connection Policy

3 PURPOSE

To ensure all connections to the Goldenfields Water County Council (GWCC) water supply network conform to requirements and that property owner's responsibilities are clearly defined.

4 SCOPE

This policy applies to all new water service connections.

5 DEFINITIONS

Service Connection – The point of connection between the customer's internal plumbing and the GWCC water supply network separated by a water meter.

Equivalent Tenement - The demand or loading a development will have on infrastructure in terms of the water consumption for an average residential dwelling or house.

Residential Service Connection – A connection made to GWCC's urban infrastructure which is serviced by a reservoir via a distribution network and the main use is for residential accommodation (but not a hotel, motel, guest house, boarding house, lodging house, or nursing home). The connection is based on an equivalent tenement of 250 kl pa.

Non-Residential Rural Service Connection – A connection made to GWCC's rural infrastructure which is located outside the urbanised areas and is serviced directly from the water main and the water is used for stock and domestic requirements. The connection is based on an equivalent tenement of 250 kl pa.

Non Residential Other Service Connection – A connection made to GWCC's urban or rural infrastructure for the purpose of supplying water to commercial/industrial business, community holdings, and other remote and direct connections to mains outside of urbanised areas where there is no commercial rural activity.

Non-Residential High Volume Monthly Service Connection - A connection made to GWCC's urban or rural infrastructure for the purpose of supplying water to commercial / industrial business, community holdings, and institutions with usage of 50,000kl pa and above.

Fire Service Connection – A connection made to GWCC's urban or rural infrastructure that is connected solely to firefighting apparatus i.e. fire hydrants, fire hose reels, water storage tanks dedicated to fighting fires, and fire sprinkler systems.

Backflow – The unplanned reverse flow of water or mixtures of water and contaminants into the reticulated water supply system.

Backflow Prevention Containment Device – A device fitted at the property boundary to prevent the reverse flow of potentially polluted water into the drinking water system.

Water Service Connection Policy

6 POLICY

A connection will be supplied subject to the following conditions

6.1 General Conditions

1. An application is made and all application fees paid.
2. Investigations show there is infrastructure in the area and it is adequate to support the connection*.
3. Infrastructure charges have been paid in accordance with the Current GWCC Operational Plan.
4. Suitable backflow prevention containment device is fitted.

*GWCC may allow developers or property owners (at their own cost) to extend or upgrade infrastructure to allow connection(s).

6.2 Special Conditions

6.2.1 Non Residential Rural Connection

1. The applicant will be required to store a minimum 3 day average water requirements or 20,000 litres whichever is greater.
2. Backflow prevention containment device must be fitted at the property boundary, in accordance with GWCC's Backflow Prevention Policy.
3. Connection will only be provided if suitable rural infrastructure is within 2km of the property boundary to be connected.
4. Non-residential rural properties cannot be connected to urban infrastructure.
5. The connection will be supplied directly above a suitable GWCC water main.
6. It will remain the applicant's responsibility to augment from the connection.
7. If applicant's water infrastructure is intended to pass through any Road Reserve or Rail Corridor, the applicant is required to arrange their own approval(s) which must be provided.
8. If applicant's water infrastructure is intended to pass through neighbouring properties a signed consent from neighbouring property owner(s) must be provided. GWCC recommends an easement to prevent future issues if neighbouring property sold.

6.2.2 Non Residential Other/Non Residential High Volume Monthly

1. Infrastructure charges will be calculated based on anticipated number of equivalent tenements.
2. A backflow rating will be given based on intended activities carried out within the property boundary

6.2.3 Fire Service Connection

1. Storage tanks meeting the requirements of AS 2304-2011 must be installed
2. Connections will be fitted with a double detector check valve and bypass meter
3. If GWCC suspects the fire service is being used for any other purposes the appropriate usage charge will be forwarded to the client.

Water Service Connection Policy

6.2.4 Service Connections to be served directly from GWCC Water Main

1. All new water service connections are to be served directly from a GWCC water main as set out in the current Plumbing Code.
2. The cost of any water main extension required to enable compliance to **6.2.4.1** is to be met by the applicant.
3. Reasonable and cost-effective opportunities are to be taken to eliminate outdated metering and service arrangements within GWCC supply area.

6.2.5 Service Connection for Multiple Residential Units

1. Where it is impracticable, to lay multiple Service Connections to individual residential dwellings within Strata, Neighbourhood, Community or like development, GWCC at its sole discretion, may permit larger metered service connection(s) to be installed at the property boundary to supply more than one dwelling.
2. The applicant is to propose the property boundary service size for GWCC's approval.
3. In all cases, the owner / body corporate will remain responsible for all internal property plumbing required beyond the property boundary water meter(s).
4. The applicant is to accommodate (at their own expense) provision for a standard 20mm GWCC meter to each individual dwelling.
5. GWCC will be responsible for all water meters.
6. Internal firefighting requirements are to be addressed separately.
7. Backflow requirements will be assessed on an individual development basis. As a minimum each property boundary meter requires a separate dual check valve.

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

RELATED PARTY DISCLOSURE POLICY

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board adopts the revised PP011 Related Party Disclosures Policy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

PP011 Related Party Disclosure Policy was adopted in 2016 to ensure Council's compliance with the reporting requirements under Australian Accounting Standard AASB124 – Related Party Disclosures.

REPORT

Council adopted this policy in 2016, it is now due for review.

Significant changes have been made to the layout and wording of the policy, including:

- Amending the review timeframe to once per Council term (4 yearly)
- Adding "Materiality" to the Definitions section of the Policy
- Clarifying requirements of the Accounting Standard
- Reducing the frequency of disclosures from six monthly to annual
- Simplifying the disclosure form

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS:

1. PP011 Related Party Disclosures Policy
2. Related Party Disclosures Form

TABLED ITEMS: Nil.



Policy No. PP011

Related Party Disclosure Policy

Related Party Disclosure Policy

1 INFORMATION ABOUT THIS POLICY

POLICY INFORMATION

Date Adopted by Board: 22 December 2016	Board Resolution No. 16/139
Policy Responsibility Corporate Services Manager	
Review Timeframe 4 Yearly (Once Per Council Term)	
Last Review December 2019	Next Scheduled Review December 2023

DOCUMENT HISTORY

DOCUMENT NO.	DATE AMENDED	SUMMARY OF CHANGES
	13/12/2019	Significant rewrite of policy including definitions, reporting requirements and privacy
	DD/MM/YYYY	
	DD/MM/YYYY	
	DD/MM/YYYY	
	DD/MM/YYYY	
	DD/MM/YYYY	
	DD/MM/YYYY	

FURTHER DOCUMENT INFORMATION AND RELATIONSHIPS

Related Legislation	Local Government Act 1993 Local Government (General) Regulation 2005 Privacy Act 1988
Related Policies	
Related Procedures, Protocols, Statements and Documents	AASB 124 Related Party Disclosures Local Government Code of Accounting Practice and Financial Reporting Related Party Transactions Notification

Related Party Disclosure Policy

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Related Party Disclosure Policy

3 PURPOSE

The purpose of this policy is to ensure that required information is captured about related party relationships and transactions concerning key management personnel, their close family members and entities they control or jointly control, to enable disclosure in Council's financial statements in accordance with AASB124 – Australian Accounting Standard 124 Related Party Disclosures. The disclosures allow users of Council's financial statements to understand potential effects related party transactions may have on its financial position.

4 SCOPE

This policy applies to all related party transactions, whether they are material or not between Goldenfields Water County Council and a related party.

5 DEFINITIONS

Related Parties - A person or entity that is related to the entity that is preparing its financial statements. For the purpose of this policy related parties are entities related to Council, KMP and close family members of KMP of Goldenfields Water County Council.

Key Management Personnel (KMP) - People that have authority and responsibility for planning, directing and controlling the activities of the entity, either directly or indirectly. For the purposes of this policy key management personnel are elected members, the general manager, directors and managers. Persons acting in a KMP position will not be considered KMP unless they are acting for a period of more than five consecutive weeks.

Close Family Members - Close family members are people who can be expected to influence or be influenced by KMP. This includes but is not limited to a spouse or partner, children and dependents, children and dependents of spouse or partner, parents, grandparents and other family members. Other family members that would expect to influence or be influenced by KMP need to be included as close family members.

Arm's Length Transactions - A transaction between two related parties that is conducted as if they were unrelated, so that there is no question of conflict of interest.

Ordinary Citizen Transactions - Transactions that are made on an arm's length basis between the Council and KMP and their close family members that an ordinary citizen of the community would transact with the Council. This would include non-material Water Rates on properties they own. These transactions are exempt from notification under this policy.

Normal Terms and Conditions - The standard rules governing transactions between Council and all external bodies. These can be governed by policies, legislation or accepted business practices.

Materiality - The assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis of an entity's financial statements. For the purpose of this policy, Council will utilise \$10,000 as the threshold for materiality.

Related Party Disclosure Policy

6 POLICY BACKGROUND

AASB 124 Related Party Disclosures requires public sector entities to disclose related party transactions in their annual financial statements. KMP are responsible for identifying their related party relationships and notifying Goldenfields Water County Council of any related party transactions. The Corporate Services Manager is responsible for maintaining related party information, and is also responsible for preparing disclosure requirements in order to comply with the Local Government Act, the Local Government Regulation, the NSW Code of Accounting Practice and Australian Accounting Standards

7 IDENTIFYING RELATED PARTIES AND TRANSACTIONS

7.1 Related Party Relationships

Council will identify any entities and KMP that fall within the definition of a related party.

7.2 Related Party Transactions

A related party transaction is a transfer of resources, services or obligations between Council and a related party, regardless of whether a price is charged. Examples of transactions that are captured for analysis and are included for disclosure, but are not limited to:

- Purchases or sales of goods, property and other assets
- Rendering or receiving goods and / or services
- Development Applications and Infrastructure Contributions
- Leases
- Commitments to do something if a particular event occurs or does not occur in the future
- Settlement of liabilities on behalf of Council or by Council on behalf of the related party
- Compensation made to KMP
- Quotations and / or tenders

Further information regarding Related Party Transactions may be sourced from Council's accounts payable, accounts receivable, applications, payroll and document management systems.

7.3 Notification

KMP must provide a Related Party Transactions Notification form, notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any of their close family members, to the Corporate Services Manager. Notification forms must be provided no later than 14 July each year, for the previous financial year.

The notification requirement above does not apply to:

- a) Related party transactions that are transactions in common with the general public, not assessed as being material (eg. Water Rates); and
- b) For Councillors, expenses incurred and facilities provided to a Councillor during the financial year, under Council's Councillor Expenses and Facilities Policy, the particulars of which are contained in Council's Annual Report.

Related Party Disclosure Policy

7.4 Materiality

All transactions involving related parties will be captured and reviewed to determine materiality and significance.

The following matters must be considered in determining the materiality and significance of any related party transactions;

1. Significance of transactions in terms of size
2. Whether the transaction was carried out on non-market terms
3. Whether the transaction is outside normal day-to-day business operations, such as purchase and sale of assets
4. Whether the transaction is disclosed to regulatory or supervisory authorities
5. Whether the transaction has been reported to senior management
6. Whether the transaction was subject to Council approval
7. Whether the transaction provides a financial benefit which is not available to the general public

8 DISCLOSURE

8.1 Required Disclosures and Reporting

AASB124 provides that Council must disclose the following financial information in its financial statements for each financial year:

- a) Disclosure of any related party relationship – must disclose in the annual financial statements its relationship with any related parties or subsidiaries (where applicable), whether or not there have been transactions within the relevant reporting period.
- b) KMP Compensation Disclosures – must disclose in the annual financial statements KMP for each of the following categories of compensation in total:
 - a. Short-term employee benefits
 - b. Post-employment benefits
 - c. Other long-term benefits
 - d. Termination benefits

8.2 Related Party Transaction Disclosures

Council must disclose all material and significant Related Party Transactions in its annual financial statements. Disclosures shall include:

1. The nature of the related party relationship; and
2. Information about transactions and outstanding balances including:
 - a. The amount of the transactions;
 - b. The amount of outstanding balances, including commitments, and:
 - i. Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
 - ii. Details of any guarantees given or received;
 - c. Provisions for doubtful debts related to the amount of outstanding balances; and
 - d. The expense recognised during the period in respect of bad or doubtful debts due from related parties.

9 INFORMATION PRIVACY

- Information (including personal information) provided by a KMP in a notification form is classified as confidential and is not available for inspection or disclosure to the public, including a GIPA request.
- A GIPA request for access to information about a KMP Notification will be refused on the grounds that the document or information comprises information the disclosure of which would, on balance, be contrary to the public interest.
- Except as specified in this policy, Council and other permitted recipients will not use or disclose personal information provided in a notification by a KMP, for any other purpose or to any other person except with the prior written consent of the subject KMP.
- The following persons are permitted to access, use and disclose the information (including personal information) provided in a notification:
 - KMP for information about themselves;
 - Officers of Council's Corporate Services Department responsible for maintaining related party information and preparing financial reports;
 - Members of Council's audit committee;
 - Auditors of Council.
- A KMP can request access to their records as long as it doesn't breach the privacy of any other person or entity.

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**Related Party Transactions Notification
Goldenfields Water County Council**

Transactions from 1 July 20..... To 30 June 20....

[Note: This document is confidential. See Council's Related Party Disclosure Policy]

Name of Key Management Person: _____

Position of Key Management Person: _____

Please complete the table below for each related party transaction with Council that you, or a close member of your family, or an entity related to you or a close member of your family:

- a. Has previously entered into and which will continue in the current financial year; or
- b. Has entered into, or is reasonably likely to enter into, in the current financial year.

KMP Declaration

I have made inquiries of my close family members and to the best of my knowledge, the information provided in this Notification is complete and accurate for the reported financial year. I understand this information is collected for the purpose of preparing note disclosures for inclusion in the financial statements of Goldenfields Water County Council.

Signature of KMP: _____

Date: _____



Description of Related Party Transaction	If Monetary, what is the value of the transaction (excl of GST)	Is transaction existing/potential?	Related Party's Name (Individual's or Entity's name & ABN if applicable)	Related Party's Relationship/reasons why related

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

INVESTMENT POLICY

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board adopts the revised PP004 Investment Policy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

The Office of Local Government issued Investment Policy Guidelines in May 2010 for NSW Councils, outlining requirements for an investment policy to ensure Council's investments are dealt with in a prudent and appropriate manner.

REPORT

PP004 Investment Policy is due for review. Proposed amendments to the Policy include:

- Revising the review period to once per Council term (4 yearly), from annual
- Amending policy wording to be in line with the OLG Investment Policy Guideline's sample policy
- Adding portfolio framework limits detailing maximum holding limits for investments within Council's portfolio

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: PP004 Investment Policy.

TABLED ITEMS: Nil.



Policy No. PP004

Investment Policy

1 INFORMATION ABOUT THIS POLICY

POLICY INFORMATION

Date Adopted by Board 23 February 2017	Resolution No. 17/007
Policy Responsibility Corporate Services Manager	
Review Timeframe 4 Yearly (Once Per Council Term)	
Last Review 13/12/2019	Next Scheduled Review 13/12/2023

DOCUMENT HISTORY

DOCUMENT NO.	DATE AMENDED	SUMMARY OF CHANGES
05/131	DD/MM/YYYY	
10/133	DD/MM/YYYY	
11/024	DD/MM/YYYY	
14/058	DD/MM/YYYY	
15/071	DD/MM/YYYY	No change
	23/05/2016	Policy reformatted, addition of Purpose, Scope and Definitions Generally, reference to "council" amended to GWCC Highlighting of Preservation of capital is the principal objective of the investment portfolio in part 7 Objectives. Removed Market, Liquidity and Maturity Risk definitions (now duplicated) in part 14 Risk Management Guidelines. Policy Review now separate from Reporting and Reviewing of Investments.
	23/02/2017	Additional wording to Prohibited Investments
	13/12/2019	Amend wording to be in line with OLG Investment Guidelines. Update portfolio framework limits.

FURTHER DOCUMENT INFORMATION AND RELATIONSHIPS

Related Legislation	Local Government Act 1993 Local Government (General) Regulation 2005
Related Policies	PP031 Code of Conduct



Investment Policy

Related Procedures, Protocols, Statements and Documents	Ministerial Investment Order Local Government Code of Accounting Practice and Financial Reporting Australian Accounting Standards Office of Local Government Circulars Investment Procedure
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3 PURPOSE

To provide a framework for the investing of Council's funds at the most favourable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met.

4 SCOPE

This Policy shall apply to all investments made by Goldenfields Water County Council.

5 DEFINITIONS

ADI - Authorised Deposit Taking Institutions (ADI) are corporations that are authorised under the Banking Act 1959 (Cwth) to take deposits from customers.

BBSW – Bank Bill Swap Rate (BBSW) is a short-term interest rate used as a benchmark for the pricing of Australian derivatives and securities.

Bill of Exchange - A bill of exchange is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain in money to or to the order of a specified person, or to bearer.

Debentures - A debenture is a document evidencing an acknowledgement of a debt, which a company has created for the purposes of raising capital. Debentures are issued by companies in return for medium and long term investment of funds by lenders.

Grandfather Clause - Grandfather clause is a legislative clause, which in prohibiting a certain activity, exempts those who were already engaged in the activity at the time the legislation was passed.

Investment Portfolio - The total pool of all of the Council's investments.

Ministerial Investment Order - Ministerial Investment Order is an Order issued by the Minister for Local Government.

Preservation of Capital - Preservation of capital refers to a conservative investment strategy with the primary goal of preventing losses in the investment portfolio's face value.

Prudent person standard - Prudent person standard is a legal standard restricting the investing and managing of a client's account to what a reasonable person seeking reasonable income and preservation of capital might exercise for his or own investment.

RAO - Responsible Accounting Officer (RAO) of a council means a member of the staff of the council designated by the General Manager, or if no such member has been designated, the General Manager. (LGGR Clause 296).

RBA – Reserve Bank of Australia

6 OBJECTIVES

While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity and the return of investment.

- Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.
- Investments should be allocated to ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring the risk of significant costs due to the unanticipated sale of an investment.
- Investments are expected to achieve a market average rate of return in line with the Council's risk tolerance.

7 LEGISLATIVE REQUIREMENTS

All investments are to comply with the following:

- Local Government Act 1993;
- Local Government (General) Regulation 2005;
- Ministerial Investment Order;
- Local Government Code of Accounting Practice and Financial Reporting;
- Australian Accounting Standards; and
- OLG Circulars.

8 DELEGATION OF AUTHORITY

Authority for implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the Local Government Act 1993.

The General Manager may in turn delegate the day-to-day management of Council's Investment to the Responsible Accounting Officer or senior staff, subject to regular reviews.

Officers' delegated authority to manage Council's investments shall be recorded and required to acknowledge they have received a copy of this policy and understand their obligations in this role.

9 PRUDENT PERSON STANDARD

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

10 ETHICS AND CONFLICTS OF INTEREST

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

Independent advisors are also required to declare that they have no actual or perceived conflicts of interest.

11 APPROVED INVESTMENTS

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

(The most current Ministerial Investment Order at the time of the adoption of this policy is under Attachments at the end of this policy).

12 PROHIBITED INVESTMENTS

In accordance with the Ministerial Investment Order, this investment policy prohibits but is not limited to any investment carried out for speculative purposes including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Standalone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment. However, nothing in the policy shall prohibit the short-term investment of loan proceeds where the loan is raised for non-investment purposes and there is a delay prior to the expenditure of the loan funds.

13 RISK MANAGEMENT GUIDELINES

Investments obtained are to be considered in light of the following key criteria:

- **Preservation of Capital** (principal objective) - preventing losses in the investment portfolio's total value (considering the time value of money);
- **Diversification** - limiting amounts invested with a particular financial institution or government authority to reduce credit risk;
- **Credit risk** – the risk that a Council has invested in fails to pay the interest and or repay the principal of an investment;
- **Market risk** – the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices;
- **Liquidity risk** – the risk that an investor is unable to redeem the investment at a fair price within a timely period; and
- **Maturity risk** – the risk relating to the length of term to maturity of the investment. The larger the term, the greater the length of exposure and risk to market volatilities.

14 INVESTMENT ADVISOR

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

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

15 REPORTING AND REVIEWING INVESTMENTS

Documentary evidence must be held for each investment and details thereof maintained in an Investment Register.

The documentary evidence must provide Council legal title to the investment.

Certificates must be obtained from the financial institutions confirming the amounts of investments held on the Council's behalf as at 30 June each year and reconciled to the Investment Register.

All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.

A report will be provided to Council every two months. The report will detail the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and market value.

16 INVESTMENT GUIDELINES

Credit Quality Limits

The portfolio credit guidelines are based on Standard & Poors (S&P) ratings system criteria. The maximum holding limit in each rating category are as follows:

Long Term Rating (S & P)	Short Term Rating (S & P)	Maximum Holding
AAA to AA- or Major Bank	A1+	100%
A+ to A- or Major Bank	A1	100%
BBB+ to BBB-	A2	70%
Unrated	Unrated	40%

Counterparty Limits

Exposure to individual counterparties / financial institutions will be restricted by their rating as shown below:

Long Term Rating (S & P)	Short Term Rating (S & P)	Limit
AAA to AA- or Major Bank	A1+	60%
A+ to A-	A1	50%
BBB+ to BBB-	A2	30%
Unrated	Unrated	10%

Term to Maturity Framework

Council's investment portfolio shall be structured to ensure that liquidity requirements are met. The investment portfolio is to be invested within the following terms to maturity constraints:

Portfolio Term to Maturity	Maximum Allocation
Working capital funds (0-3 months)	100%
Short term funds (3-12 months)	100%
Short-Medium term funds (1-2 years)	70%
Medium term funds (2-5 years)	50%
Long term funds (5-10 years)	5%

Credit Rating Downgrades

If any of Council's investments are downgraded such that they no longer fall within these investment policy guidelines, no further investments will be made in the effected categories until such time that the investments are within portfolio limits. Existing investments will be divested as soon as is practicable to bring the portfolio within limits.

17 BENCHMARKING

Performance benchmarks need to be established and should be based on sound and consistent methodology. Council's portfolio will be measured against the following benchmarks:

Investment	Performance Benchmark
Cash and On Call	RBA Cash Rate
Floating Rate Deposit	3m BBSW
Term Deposit	BBSW (term dependent on investment term)

18 QUOTATIONS ON INVESTMENTS

Not less than two (2) quotations shall be obtained from authorised institutions when a new direct investment is proposed. Investments may be 'rolled over' with the current holder of the investment within the guidelines set out in this policy.

19 BREACH OF POLICY

If a breach of this policy occurs, Council will be notified at the next ordinary Council meeting by Council's RAO.

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20 ATTACHMENTS**Attachment 1**

LOCAL GOVERNMENT ACT 1993 – INVESTMENT ORDER
(Relating to investments by councils)

I, the Hon. Barbara Perry MP, Minister for Local Government, in pursuance of section 625(2) of the *Local Government Act 1993* and with the approval of the Treasurer, do, by this my Order, notify for the purposes of section 625 of that Act that a council or county council may only invest money (on the basis that all investments must be denominated in Australian Dollars) in the following forms of investment:

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

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

Transitional Arrangements

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

Key Considerations

An investment is not in a form of investment notified by this order unless it also complies with an investment policy of council adopted by a resolution of council.

All councils should by resolution adopt an investment policy that is consistent with this Order and any guidelines issued by the Chief Executive (Local Government), Department of Premier and Cabinet, from time to time.

The General Manager, or any other staff member, with delegated authority by a council to invest funds on behalf of a council must do so in accordance with the council's adopted investment policy.

Councils have a fiduciary responsibility when investing. Councils should exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons.

When exercising the power of investment councils should consider, but not be limited by, the risk of capital or income loss or depreciation, the likely income return and the timing of income return, the length of the term of the proposed investment, the liquidity and marketability of the proposed investment, the likelihood of inflation affecting the value of the proposed investment and the costs (including commissions, fees, charges and duties payable) of making the proposed investment.

Dated this 12th day of January 2011


Hon BARBARA PERRY MP
Minister for Local Government

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

AUDIT RISK AND IMPROVEMENT COMMITTEE

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board receives and notes the minutes of the Audit, Risk & Improvement Committee meeting held on 4 December 2019.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Goldenfields Water County Council Audit, Risk & Improvement Committee is an advisory committee in accordance with section 355 of the Local Government Act 1993, and the Local Government Regulations 2012.

The Committee was established by Council Resolution 17/008 on 23 February 2017.

In accordance with the Audit, Risk & Improvement Committee Charter, meeting minutes will be reported regularly to Council.

REPORT

The Goldenfields Water County Council Audit, Risk & Improvement Committee met on 4 December 2019. Minutes of the meeting are attached for the information of the Board.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Minutes of ARIC Meeting 4 December 2019

TABLED ITEMS: Nil



ARIC Meeting Minutes

Meeting Ref. ARIC		Minute taker: Michele Curran
Date: 4 December 2019	Time: 10am	Location: 84 Parkes Street, Temora
Attendees: Peter McLean (Chairperson), Geoff Twomey, Cr David McCann, Michele Curran, Aaron Drenovski, Stephen Prowse (National Audits Group)(via conference call)		
Apologies:		

1. Welcome and Apologies

The meeting was opened at 10:05am.

2. Declarations of Pecuniary and Non-Pecuniary Interests

No pecuniary or non-pecuniary interests were declared.

3. Confirmation of Previous Minutes

RECOMMENDATION on the motion of Cr David McCann and Geoff Twomey that the minutes of the meeting held 3 October 2019 having been circulated to members be confirmed as a true and accurate record.

4. Business Arising from Minutes

The Committee noted the next scheduled Internal Audits are due to commence in early 2020.

5. Chairperson Report

The Committee received and noted the Chairperson's verbal report, including discussion on the NSW Government's "A New Risk Management and Internal Audit Framework" discussion paper.

6. General Manager Report

The Committee received and noted the General Manager's verbal report.

7. Review of Internal Audits

RECOMMENDATION on the motion of Geoff Twomey and Cr David McCann that the Committee receive and note the Internal Audit Report for:

1. Oura Pump Station Tender Review

8. Review of Action Items Progress Report

RECOMMENDATION on the motion of Cr David McCann and Geoff Twomey that the Committee receive and note the Action Items Progress Report.

NEXT MEETING: 10am Monday 2 March 2020

There being no further matters requiring the attention of the Committee the meeting was declared closed at 11:35am.

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

WATER PRODUCTION REPORT

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 40,000 people spread over an area in excess of 20,000 square kilometres between the Lachlan & Murrumbidgee Rivers in the South West of NSW.

The Goldenfields Water 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.

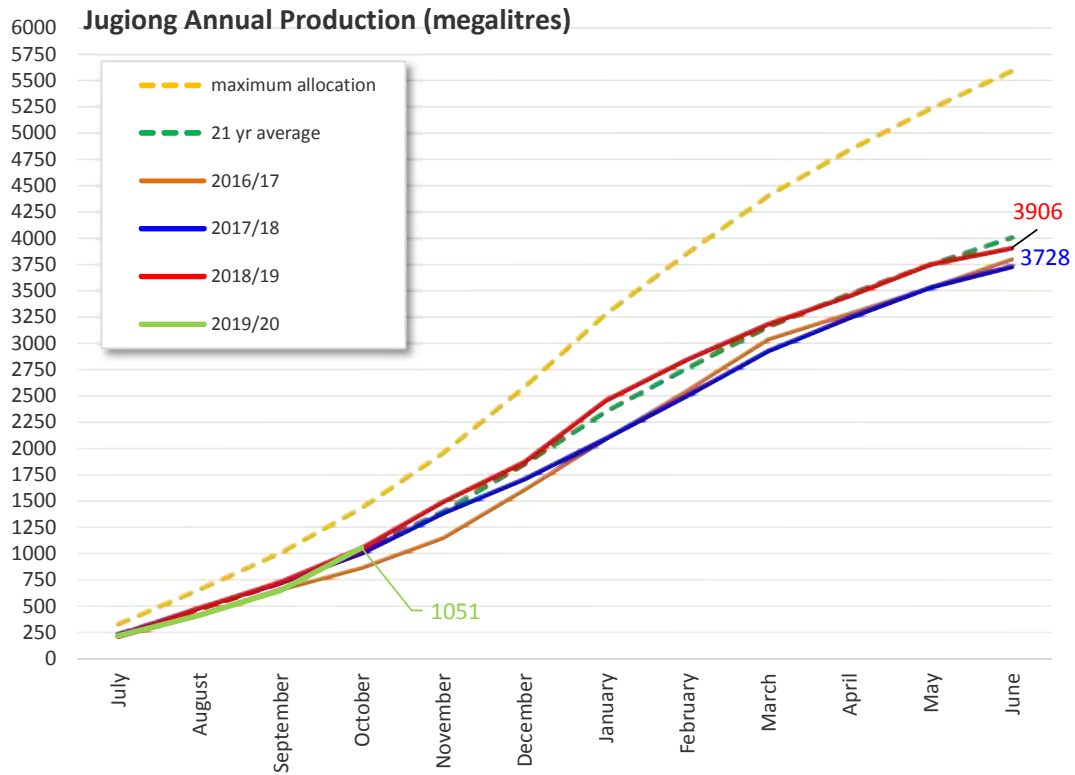
The Jugiong Scheme has 14 sets of reservoirs and 8 pumping stations. The Jugiong Scheme supplies bulk water to the Hilltops and Cootamundra-Gundagai Regional Councils for supply to the townships of Cootamundra, Harden and Young with a population of approximately 6800, 2200 and 8000 respectively.

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

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

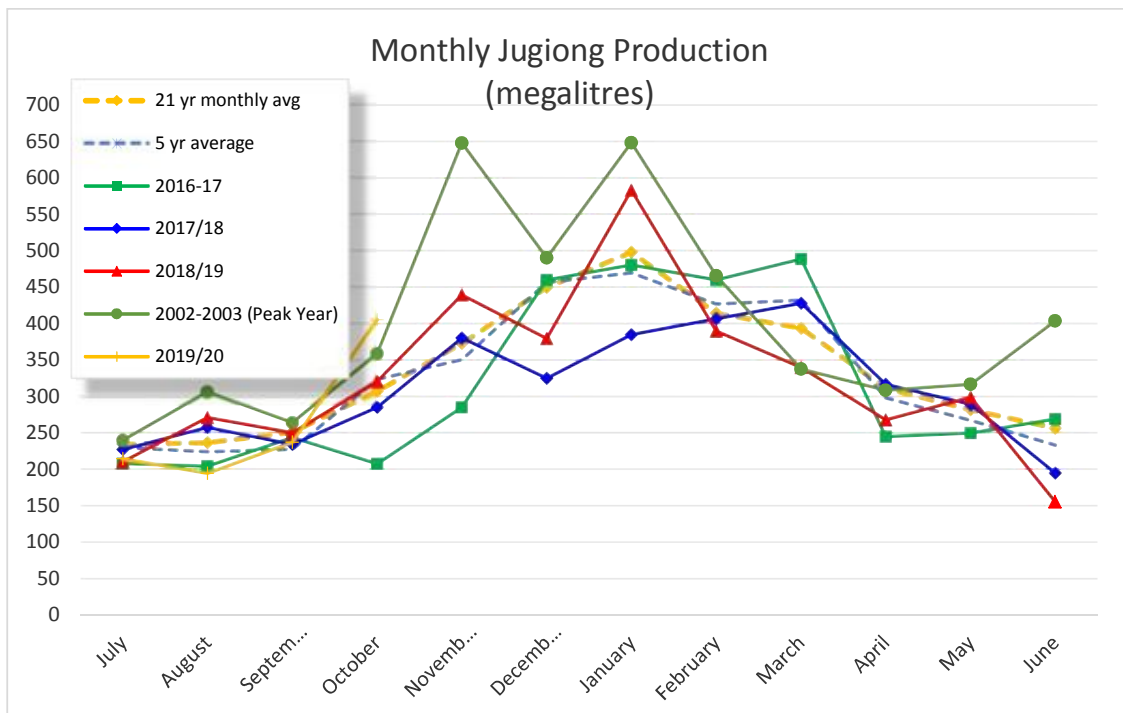
Jugiong annual water production is trending in a similar fashion to previous years.

For the period July to October 2019. Water production was 1051 ML, this is trending in a similar fashion to the same period last year. Water production for July to October 2018 was 1052ML a reduction of 1ML for the same period this year.



GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Jugiong monthly water production for October was 405.21ML. As can be seen below a significant increase as the weather starts to get warmer. An increase of approximately 85ML than for the month of October in the 2018.



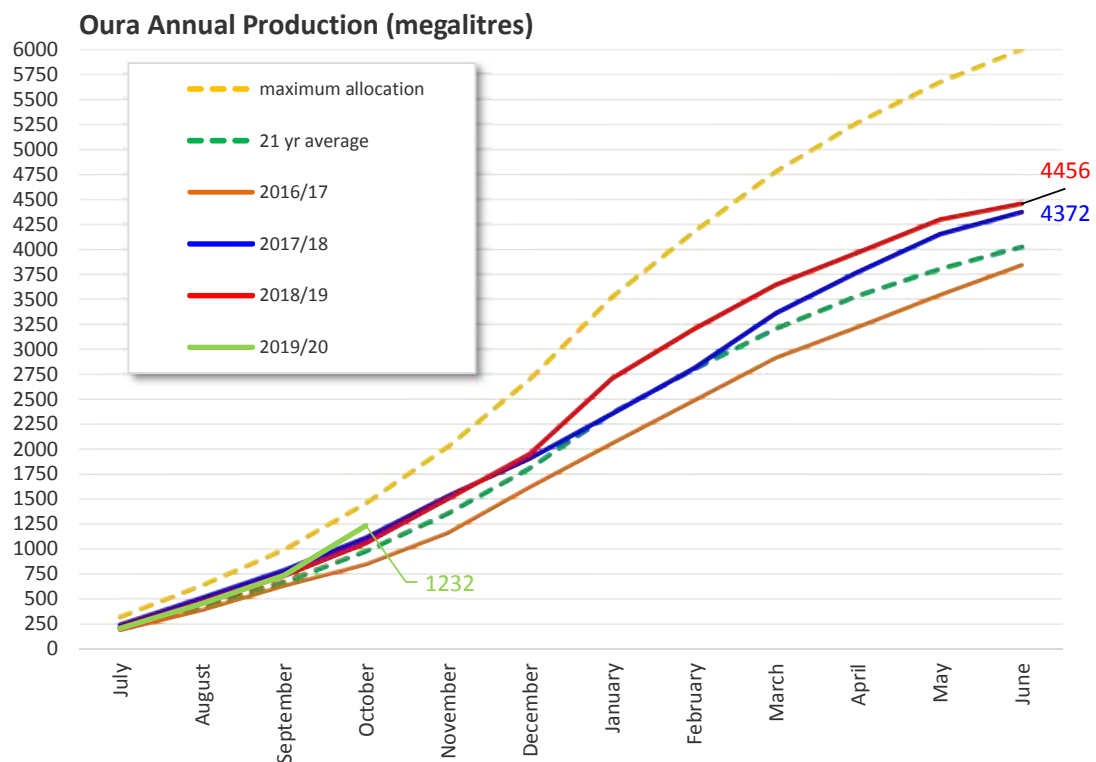
GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

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.

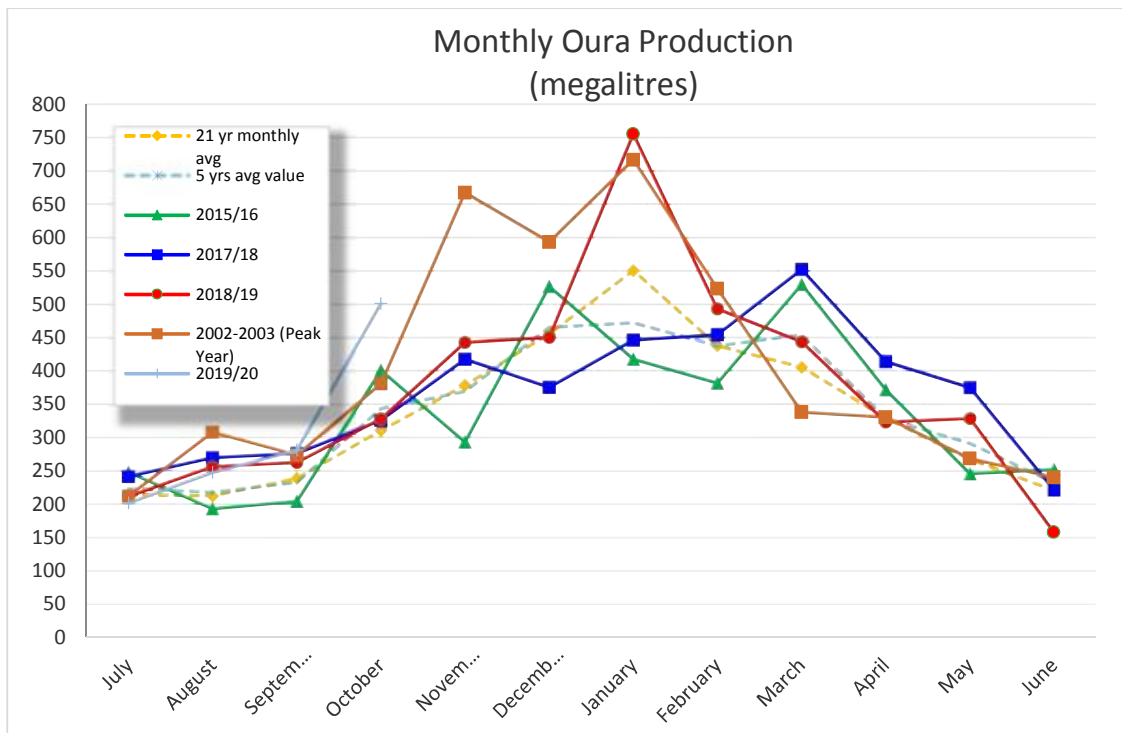
The Oura scheme has 33 sets of reservoirs and 19 pumping stations, produces drinking water for approximately 14,600 people in the Bland, Coolamon, Junee, Narrandera and Temora Shires. The Oura scheme can also supply water to the Northern side of the rural area of Wagga Wagga City when required.

For the period July through to October 2019. Water production from the Oura bores is 1232 ML, this is trending in a very similar fashion as the same period last year (2018/19) which was 1060ML. This is an increase of approximately 172ML if compared to the same in the 2018.



GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Oura production for October 2019 was 501.21ML. As can be seen there has been a significant increase as the weather becomes warmer. This is an increase of approximately 172ML compared to October 2018.



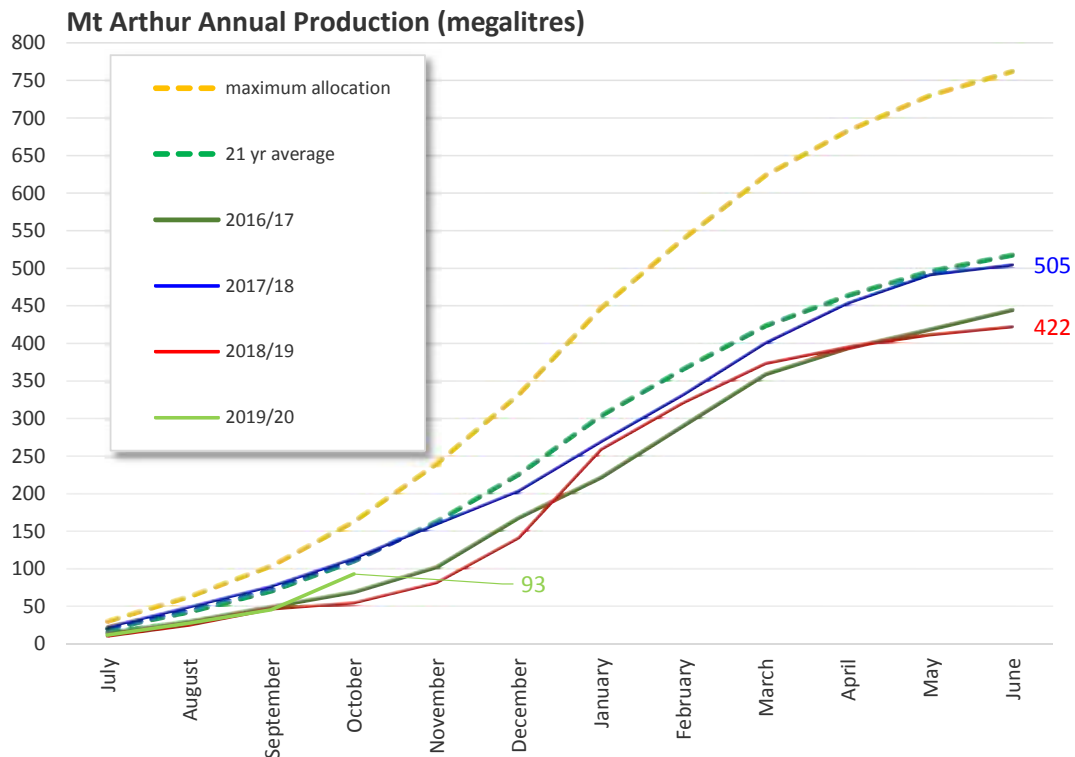
GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

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.

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.

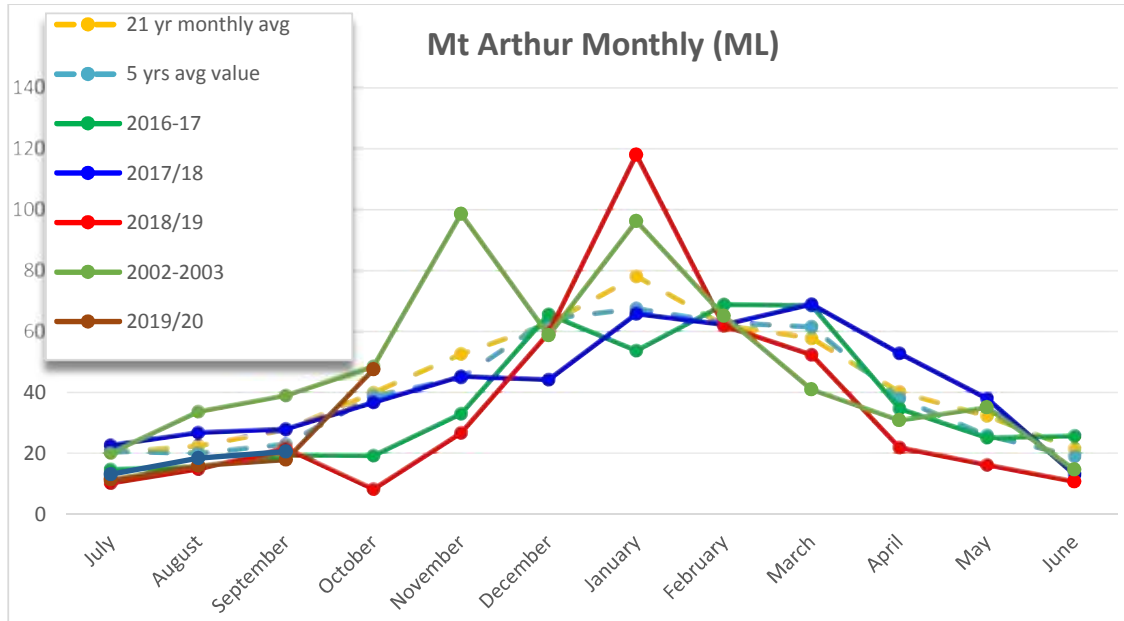
For the period July to October 2019, 93ML of water has been extracted from the Mt Arthur Bores this is considerably higher than for the same period in 2018/19 (55ML). An increase of 38ML. As can be seen trending in a similar fashion to previous years. Production increases as the weather gets warmer.



GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Mount Arthur monthly water production for October 2019 was 47.58ML. This is significantly higher than for October 2018 where production was only 8ML.

Bore 2 at Mt Arthur has been taken off line due to the 15% variation that exists within the flow meter. A new Mag Flow has been purchased and installed this has replaced the faulty flow meter. As of October 2019 the new mag flow, water main and pigging point was not in service as the line still needs to be disinfected, this is anticipated to be completed by December 2019.



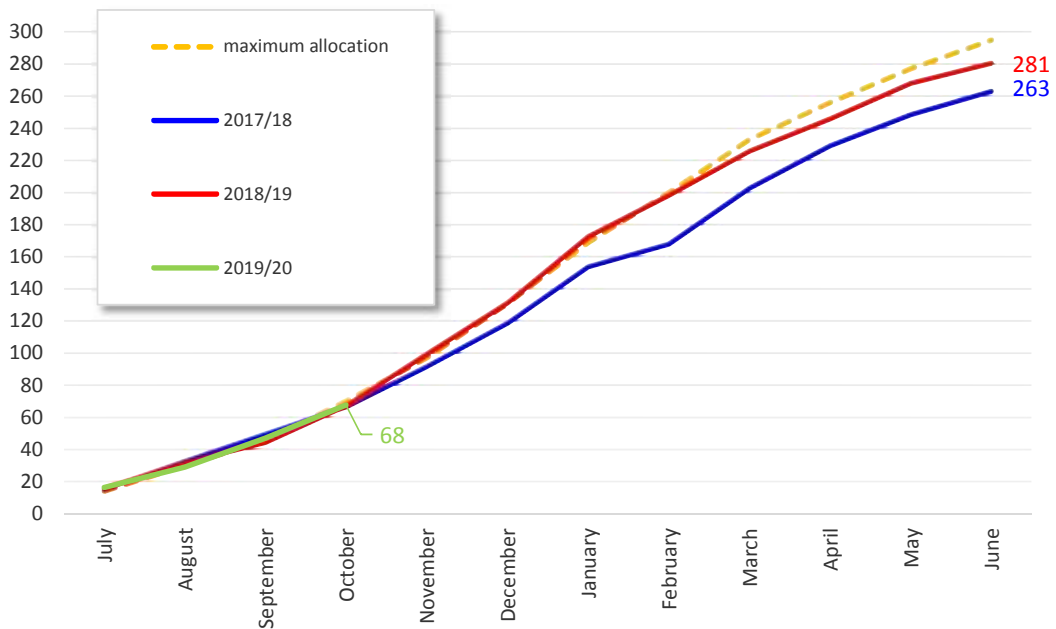
GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

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

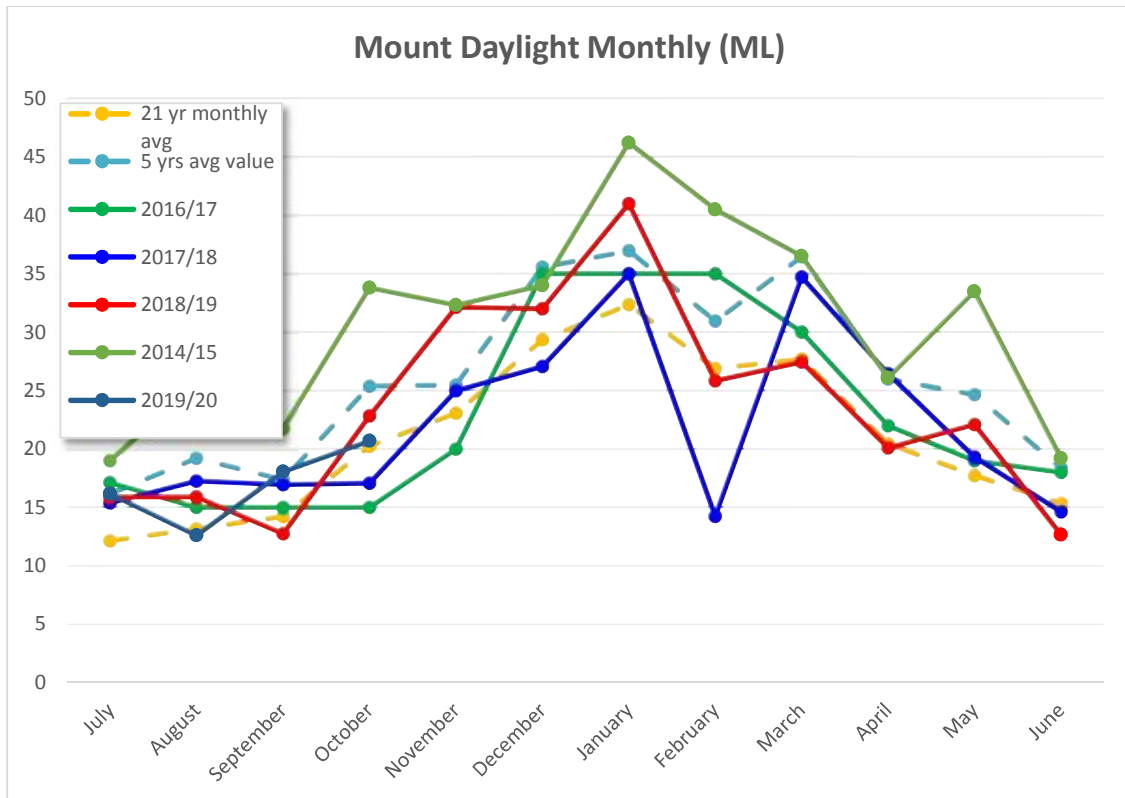
For the period July 2019 to October 2019, 68ML of water has been extracted from the Mt Daylight Bores. This is equal to the same period in 2017/18 (68ML).

Daylight Annual Volume (megalitres)



GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Mount Daylight monthly water production for October 2019 was 20.69ML. This is slightly lower than for October 2018 where 22.83ML of water was extracted from the Mt Daylight bores.



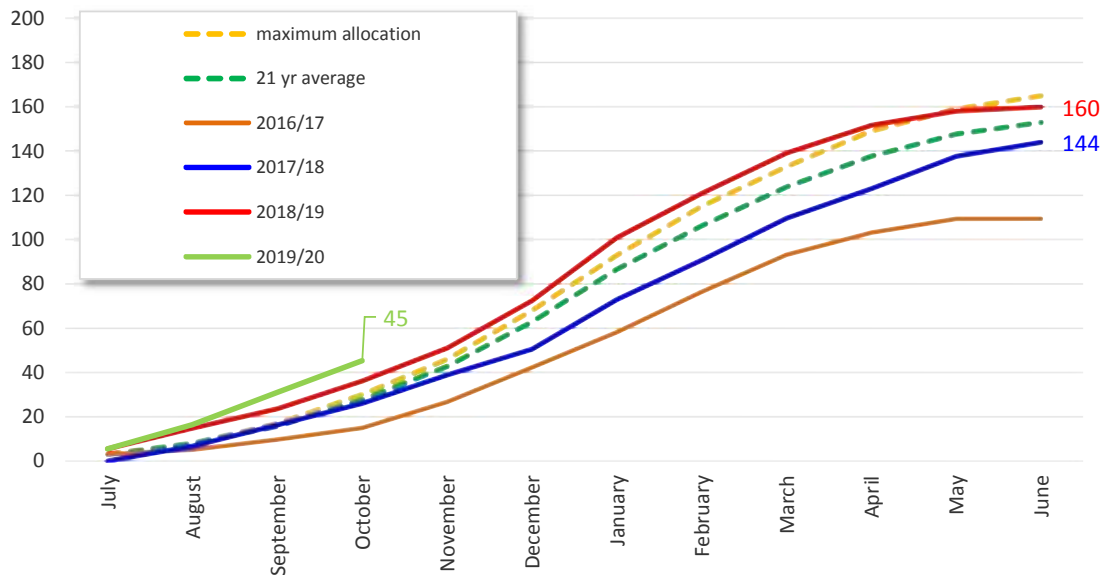
GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Hylands Bridge - Non Potable

Hylands Bridge supplies Non Potable water to Barellan and Binya.

For the period June through October 2019, 45ML of water has been extracted from Hylands Bridge scheme, this is higher than for the same period in 2017/18 (36ML). An increase in production of 9ML compared to the same period last year.

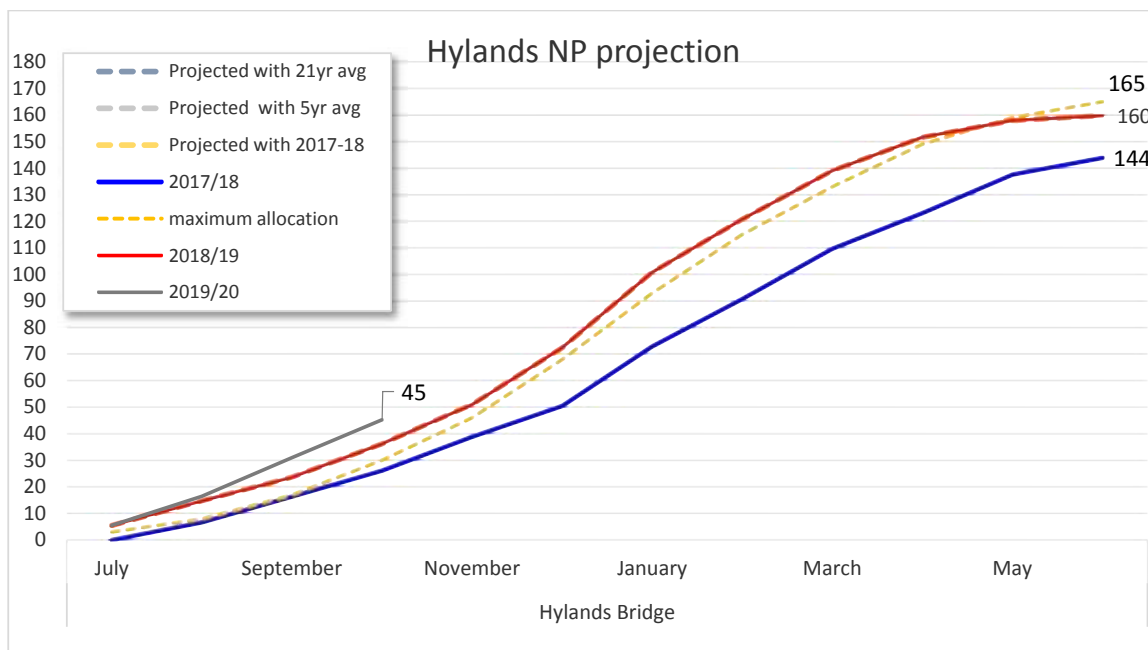
Hylands Bridge Annual Volume (megalitres)



GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Hylands Bridge Projections are as per the graph below.

For the period of July to October 2019, water production from the Hylands Bridge scheme is 9ML more than for the same period last year.



ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

DRINKING WATER MANAGEMENT SYSTEM – ANNUAL REPORT FOR 2018/19

Report prepared by Production & Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board note the information provided for the annual review of the Drinking Water Management System.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

01 Excellence in Service Provision
03 Strategic Water Management
05 Proactive Customer Relations

REPORT

The purpose of the DWMS Annual Report is to inform and update New South Wales Department of Health (NSW Health) of Goldenfields Water County Councils (GWCC) implementation and ongoing assessment of its Drinking Water Management System. It also demonstrates that GWCC is compliant with requirement s25 Public Health Act 2010 to develop a Quality Assurance Program (QAP) in line with the framework for Drinking Water Quality Management in the Australian Drinking Water Guidelines.

Throughout the reporting period GWCC have conducted a total of 1296 microbial water samples to be either tested by NSW Health or tested 'in-house' by GWCC Water Quality staff. The below table represents the microbial results for each of the potable water schemes.

Microorganisms Summary						
Tests conducted	Tested Pathology	by	Non-compliant samples	Tested In House	Non-compliant samples	(Total)
Jugiong	78		0	208	0	286
Oura	270		0	481	0	751
Mt Arthur	64		0	91	0	155
Mt Daylight	26		0	78	1	104
	438		0	858	0	1296

The drinking water is also tested throughout the period for chemicals which may be present in the water, a total of 114 water samples were carried out during the reporting period and all were tested by NSW Health's FASS laboratory. From the 114 total samples collected and tested, 35 Samples indicated that at least 1 parameter was Non-Compliant with the ADWG limits; however the majority of these results were related to the Raw Water samples

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

collected and are therefore not an exceedance. A breakdown of the resulted exceedances are listed below.

A summary of exceedances is below:

- Oura Bore 4 – Ammonia X 1, Colour X 1, Manganese x 2
- Mt Arthur Bore 1 – Iron X 2
- Mt Arthur Bore 2 – Iron X 7
- Mt Daylight Raw Water – Iron X 1, Manganese X 1
- Mt Daylight Bore 1 – Iron X 1, Manganese X 2
- Mt Daylight Bore 2 – Iron X 2, Manganese X 4
- Distribution – Colour X 1, Iron X 10, Lead X 2, pH X 5

As provided above, Iron within the Mt Arthur and Oura distribution systems are the majority of exceedances. GWCC also had two results indicating high Lead within the township of Coolamon.

Every week GWCC distribution staff conduct Chlorine Analysis of the water distribution system across all potable supply schemes. Below is a summary of how many samples are tested for Free Chlorine, Total Chlorine, Temperature, Turbidity and pH throughout the entire distribution system.

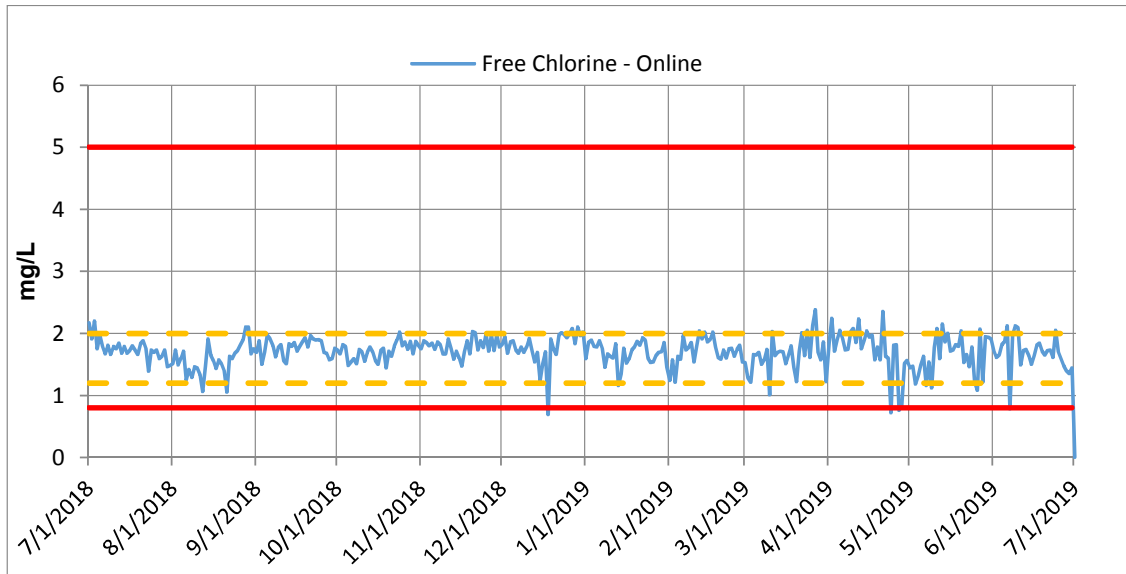
GWCC entire Distribution System Chlorine Monitoring

Chlorine Distribution System Monitoring	in Situ tests undertaken by Distribution Staff
Temora - Wyalong	2163
June - Coolamon	1144
Cootamundra	793
Total	4100

These grab samples are monitored to provide staff with an indicator for undertaking flushing and manual chlorine dosing where discoloured water and low residuals may be identified.

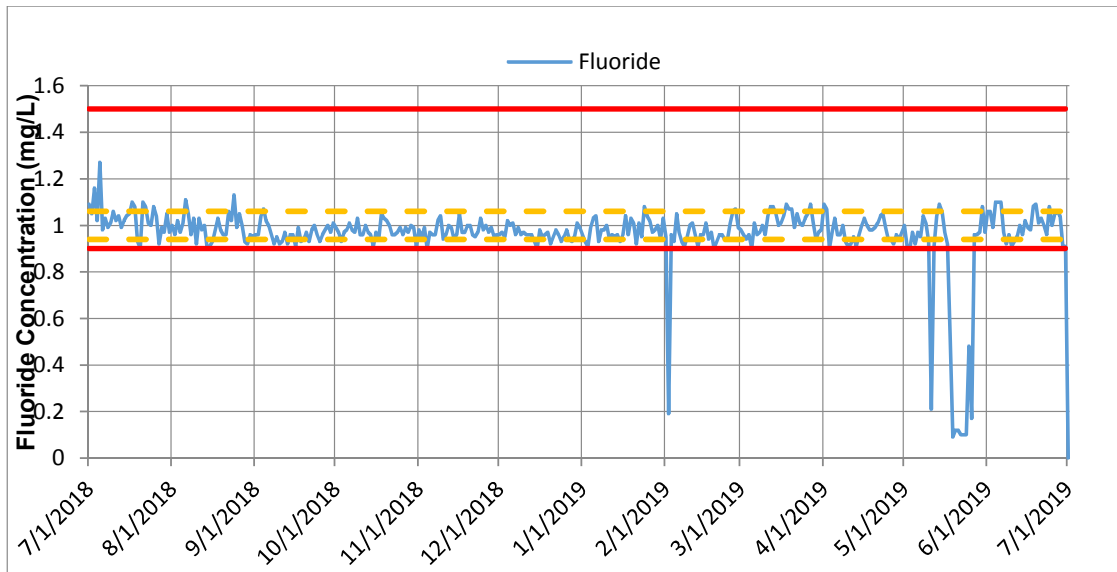
GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Jugiong Water Treatment Plant – Free Chlorine



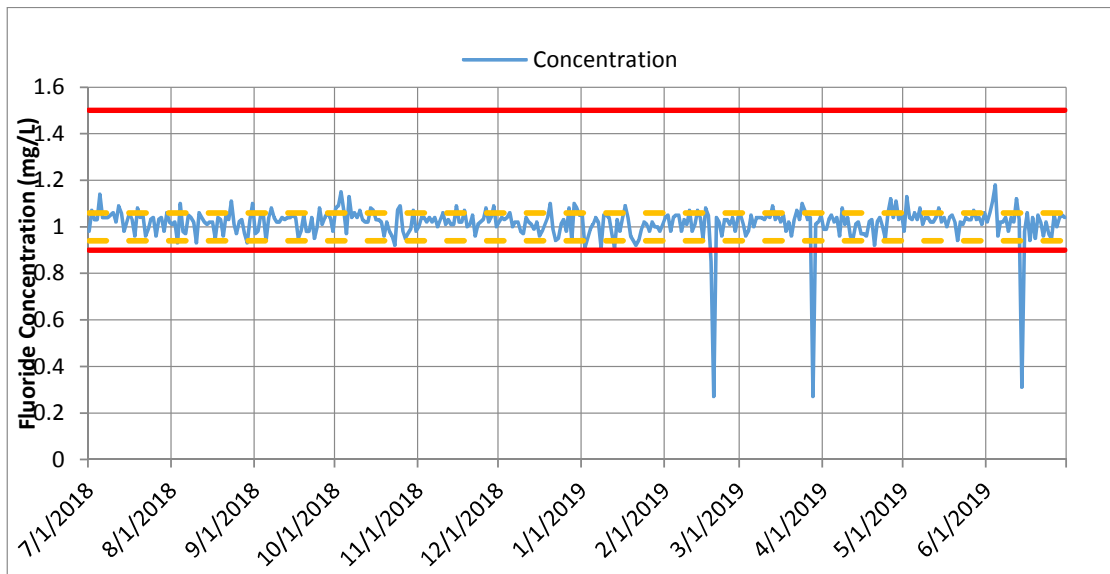
The above graph is a representation of Free Chlorine in the water leaving the Jugiong Water treatment plant. The red lines are our Critical Control Points (CCP) for the concentration of chlorine in the water and the orange lines are our Operational control points. As is indicated above GWCC is consistently within the CCP throughout the year with the exception of 3 exceedances. These exceedances are due to a non-reliable analyser at the plant that has now been replaced. Whilst we have indicated that they are an exceedance, operators undertake a grab sample to validate disinfection was being achieved.

Jugiong Water Treatment Plant – Finished Fluoride



GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Oura Water Treatment Plant – Treated Water Fluoride

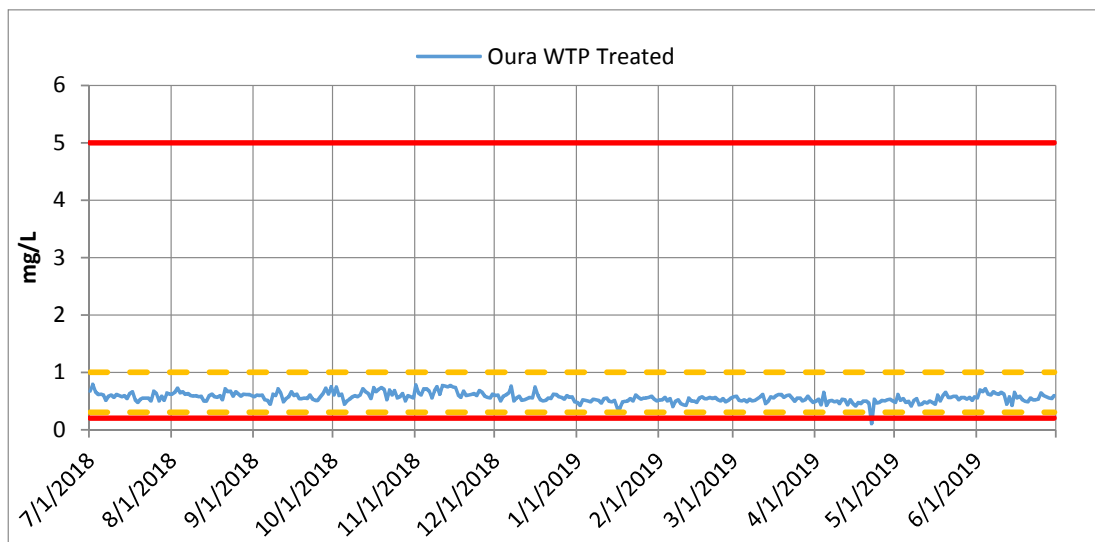


The above graphs are a representation of the Finished Water Fluoride in the water leaving the Jugiong and Oura Water treatment plants. The red lines are our Critical Control Points (CCP) limits for the concentration of Fluoride in the water and the orange lines are our Operational control points. As is indicated above GWCC is consistently within the CCP throughout the year with the exception of the exceedances as indicated above.

These exceedances are due to blockages of the powder or mechanical faults. These issues are generally caused by temperature variations within the environment that the dosing assets struggle to operate under. GWCC staff have also undertaken a risk assessment of the fluoride operations at both Oura and Jugiong and have raised concerns around the safety of the current fluoride rooms and associated assets for both operators and staff. Concerns will be raised to Local Health Officers in the new financial year.

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Oura Water Treatment Plant – Finished Water Free Chlorine



The above graph is a representation of Free Chlorine in the water leaving the Oura Water Treatment Plant. The red lines are our Critical Control Points (CCP) for the concentration of chlorine in the water and the orange lines are our Operational control points. As is indicated above GWCC is consistently within the CCP throughout the year with the exception of 1 exceedance. This exceedance was caused by a failure of the Chlorine dosing system.

All relevant exceedances were reported to the Local Health Unit throughout the year with operational contingencies activated, such as increased manual chlorine dosing of reservoirs to increase residual levels minimising any risk of appropriate log reduction during disinfection process.

Critical Control Points

The following tables provide the total number of CCP exceedances registered throughout the 2018/19 year with the corresponding CCP number.

Jugiong	CCP1	CCP2	CCP3	CCP4	CCP5	CCP6
Number of CCP exceedances	0	0	3	3	0	0

Oura	CCP1	CCP2	CCP3	CCP4	CCP5	CCP6
Number of CCP exceedances	1	3	0	0	0	0

Water Quality

Verification monitoring has been undertaken over the entire GWCC scheme during the reporting period. All data is compliant with the Australian drinking Water Guidelines and limits set by public Health (NSW Health).

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Operational monitoring has also been conducted over the entire scheme with some non-compliances reported. These non-compliances have been summarised in Table 9 under Critical Limit Exceedances. The non-compliances have been mainly for low residual chlorines in the furthest extremities in each of the water source systems.

Continuous Improvement Plan

GWCC review and update their Action and Implementation Plan as per Appendix B of the tabled report. A summary of items that have been addressed or ongoing are detailed in the below table.

	Completed	In progress	Not Started	Implemented/Ongoing	Items added	Total
Number of actions	42	16	5	7	3	78

*Note that the remaining 5 items that haven't been counted above have been rolled in to other action item.

DWMS Reviews

The 2017/18 DWMS was the first to be undertaken by GWCC. The 2017/18 report was conducted using only the data available at the time. The dataset used was limited to only a few months' worth of information.

This DWMS report, has utilised the entire 2018/19 data for both the Jugiong and Oura water supply systems. This data was made available from the implementation of WaterOutlook and ClearSCADA. Data is also available from NSW Health's Drinking Water Database.

In addition to the general progression of the DWMS, GWCC engaged its internal Auditor (National Audits Group) to review the DWMS and provide recommendations for improvement.

A key finding was that more transparency of data reported and adopted by the Board should occur.

Reservoir Inspections

A total of 114 reservoirs, 8 surge tanks and 2 Break Pressure tanks are visually inspected weekly. A more comprehensive inspection conducted on the above is conducted on a quarterly basis the findings of the inspections are summarised in the section headed Reservoir Inspections. A more comprehensive list is available in Appendix C of this report.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: DWMS Annual Report 2018/19.

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

ROSEHILL TO HARDEN PIPELINE REPLACEMENT UPDATE

Report prepared by Acting Engineering Manager

COUNCIL OFFICER RECOMMENDATION

That the Rosehill to Harden Pipeline Replacement Update Report be received and noted

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

02 Maximising Regional Water Supply
03 Strategic Water Management
07 Efficient Operations

BACKGROUND

Sections of the Rosehill to Young trunk main have been identified for replacement due to criticality, age, and to cater for the future growth of Harden, Young and other villages supplied. Two sections totaling 11kms of 375mm mild steel main has been identified for replacement. These sections will be upgraded to 7.3kms of 500mm and 3.7kms of 450mm ductile iron cement lined pipe, and are located south of Harden along the Jugiong Road and south west of Harden from the Burley Griffin Way to Harden Balance Tank.

REPORT

The current progress of the project was delayed while coordinating affected landowner construction and easement consents. However Goldenfields Water have now received 95% of these consents and are in a position to move forward.

GHD Engineering Consultants are currently finalising construction tender documentation and are on track to release the tender for construction early January 2020.

The predicted awarding of the tender is mid to late March 2020.

The start of construction is anticipated to occur around May-June 2020, with an estimated construction time between 6 and 9 months.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

MANDAMAH STAGE 2 CONSTRUCTION

Report prepared by Acting Engineering Manager

COUNCIL OFFICER RECOMMENDATION

That the Mandamah Stage 2 Construction Report be received and noted

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

02 Maximising Regional Water Supply

BACKGROUND

The Mandamah Rural Water Supply Scheme will expand Goldenfields Water County Council supply network by 200 kilometres and provide essential water services to farmers and residents across more than 90,000 hectares in the Mandamah region west of Barmedman.

Stage 1 was officially opened on the 4th of July 2019, consisting of 66kms of mains, 2 reservoirs and a pump station, supplying 23 connections with the remaining 3 stages and 50 connections to be completed by June 2022.

REPORT

KBR Engineering Consultants were engaged in June 2019 for the design of stages 2-4 which are now 90% complete.

The design project consists of Review of Environmental Factors (REF) including heritage and due diligence, hydraulic design for pipe sizing, followed by survey and drafting of construction plans, as well as relevant approvals required by third party consent authorities.

The design program has been planned for a staged delivery allowing for continued construction whilst other stages are under design. The completed designs are expected mid-January 2020.

Goldenfields Water recommenced construction of stage 2A in mid-September 2019.

Currently, construction crews have installed approximately 6km of the 66kms of mains required for stage 2. Construction started adjacent to O'Brians Lane heading south towards Mandamah Forest Road.

Service connections will be connected as the mains are constructed and commissioned for all remaining stages.

Stage 2 construction is expected to be completed by June 2021.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

WYALONG WATER TOWER PUBLIC ART PROJECT

Report prepared by Community Education and Engagement Officer

COUNCIL OFFICER RECOMMENDATION

That Goldenfields Water proceed in partnering with Bland Shire for the Wyalong Water Tower Public Art Project.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

05 Proactive Customer Relations

BACKGROUND

Goldenfields Water have been approached by Bland Shire to obtain permission to paint a mural on the Wyalong Water Tower (located on the corner of Goldenfields Way and the Newell Hwy). They have been successful in obtaining a grant, and have partnered with the Local Aboriginal Lands Council to develop a concept/design, with Goldenfields Water having the final approval.

REPORT

Below is a rough timeline of the project, provided by Bland Shire Council:

13 December 2019 – Project to be tabled and approval gained at the Goldenfields Water December Board Meeting. Development of concept in consultation with key stakeholders

5 January 2020 – Bland Shire to open expressions of interest (documentation to be developed prior)

February 2020 – Close EOI and shortlisting and selection/engagement of artist in consultation with the Aboriginal Land Council

March 2020 – Bland Shire to supply Goldenfields Water with relevant artist insurances/documentation and seek approval for design.

April-May 2020 – Completion of mural

Funding obtained by Bland Shire dictates that the project needs to be completed by 30 June 2020. Bland Shire and the Aboriginal Lands Council have put together a rough concept of what the mural image will include - an Aboriginal man/elder reaching out a helping hand to a young Caucasian child dressed as a farmer. This concept aims to bring hope and to promote unity and reconciliation, drawing worldwide attention. Goldenfields Water will have final approval of the concept and design.

Bland Shire Council have confirmed that they will take responsibility for any undercoating or preparation of the surface (in consultation with Goldenfields Water) and work within any conditions set by Goldenfields Water – including requirements surrounding insurance, licenses etc.

Bland Shire Council understands that if any maintenance work needs to take place on the Wyalong tower by Goldenfields Water (although this is unlikely as the tower has recently been re-coated), parts of the painting may be removed for any maintenance works to take place.

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Goldenfields Water's Engineering Manager has communicated with Joe Kowal from *J.K. Quality Control Pty Ltd* to seek his advice, in which he sees "no issues with over coating the tank with the aerosol packs the artist will use. The only requirement will be that the surface is cleaned with a low pressure water washing (1000 – 2000psi) if the surface is dirty."

The longevity of the mural will depend on a number of factors including the type of paint used. However, at a minimum it can be expected to last 10 years before showing any signs of fading.

If necessary, an agreement between Goldenfields Water and Bland Shire Council can be drawn up to include conditions that Council will remove the image on request/after a certain period of time should any concerns arise.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position, all costs will be covered by Bland Shire Council.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

2019 STAFF SURVEY RESULTS

Report prepared by Human Resources Coordinator

COUNCIL OFFICER RECOMMENDATION

That the report detailing 2019 Staff Survey Results be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

08 Highly Skilled and Energetic Workforce

BACKGROUND

The Staff Survey is an anonymous questionnaire that captures staff feedback on issues critical to the organisations success.

The survey provides staff with an opportunity to have their say independently and anonymously on key employee concerns that exist within the organisation.

REPORT

The 2019 Staff Survey commenced on 9 September and concluded on 20 September 2019 with 88% of staff completing the survey.

The 2019 results show a significant improvement in perception across the outcomes and drivers of organisational performance.

In addition to the 2018 survey high performance area of teamwork, 2019 saw the following additional outcomes and drivers move into the “High Performance” category:

- Motivation & initiative
- Talent
- Job satisfaction

The following outcomes and drivers moved from “Low Performance” to the Medium Performance” category:

- Facilities
- Learning and development
- Progress
- Organisation objectives

The results in comparison to previous years have been summarised in the table below:

Outcome / Driver	2016 Survey	2017 Survey	2018 Survey	2019 Survey
High Performance	5	12	2	4
Medium Performance	24	21	20	22
Low Performance	5	1	12	8

GOLDENFIELDS WATER COUNTY COUNCIL – DECEMBER 2019

Whilst the outcomes have resulted in an overall improvement since the previous year, the Leadership Team will move forward focusing on three (3) key areas with the intention of further improving the results in 2020. The three key areas are; cross-unit cooperation, communication and direction & strategy.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

NEXT MEETING

The next ordinary meeting of Council is scheduled to be held on Thursday 27 February 2020 at 10.00am

CLOSE OF BUSINESS

There being no further business requiring the attention of Council the meeting may be declared closed.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 24 October 2019**

The meeting commenced at 10:03am

PRESENT

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

ALSO IN ATTENDANCE

Mr A Drenovski (General Manager), Mr T Goodyer (Operations Manager), Ms M Curran (Corporate Services Manager) Mr P Goesch (Engineering Manager), Miss B Coleman (Administration Trainee).

1. LEAVE OF ABSENCE/APOLOGIES

BOARD RESOLUTION

19/075 RESOLVED on the motion of Crs Callow and Morris that Crs G Armstrong and M Stadtmiller be granted a leave of absence.

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

Brad Bohun attended the meeting to present the Audited Financial Statements.

4. DECLARATION OF PECUNIARY INTERESTS

Nil

5. DECLARATION OF NON PECUNIARY INTERESTS

Nil

6. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 22 AUGUST 2019

BOARD RESOLUTION

19/076 RESOLVED on the motion of Crs Callow and McGlynn that the minutes of the meetings held on the 22 August 2019, having been circulated and read by members be confirmed.

7. BUSINESS ARISING FROM MINUTES

Nil

8. CORRESPONDENCE

Nil.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 24 October 2019**

9. MATTERS OF URGENCY

Nil

10. NOTICES OF MOTION / RESCISSION MOTIONS

Nil

11. CHAIRPERSON'S MINUTE

BOARD RESOLUTION

19/077 RESOLVED on the motion of Crs Palmer and Morris that the Board note the Chairperson's minute.

The last 12 months have again been a time of significant change. The departure of a General Manager, the engagement of an Interim General Manager and most recently the appointment of Aaron Drenovski to lead the organisation. Despite these changes and through the collective effort of the Board, staff and the community, Goldenfields has continued to efficiently deliver a quality water supply.

During the 2018/19 financial year Goldenfields Water invested in close to \$10 million dollars of capital works. The budget for 2019/20 includes an ambitious \$13 million dollar capital works program, with a strong focus on strategically planning for the community's financial needs and undertaking renewal works which accounts for 65% of that \$13 million dollar budget.

Further to the capital works is the myriad of other functions required for the efficient running of the organisation including; the extensive maintenance both planned and unplanned, strong financial planning, detailed engineering plans, adherence to governance, legislative and environmental requirements, and the engagement of our customers and the wider community through customer service and community education and engagement initiatives.

Successfully achieving Goldenfields ambitious goals has always been, and will continue to be a huge team effort.

Thank you to my fellow Board members for your commitment to Goldenfields Water and to your own communities, and for the opportunity to be the Chairperson for the last 12 months. In addition, a special thank you to Deputy Chairperson David McCann for all your support during this time.

I extend my gratitude to Aaron and the leadership team, and all Goldenfields Water staff for their commitment and expertise that ensures that Goldenfields continues to be a viable organisation.

With a progressive Board, motivated leadership team and an engaged workforce, Goldenfields is in a strong position to continue to achieve its Mission and Vision and provide essential water services to the communities we serve.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 24 October 2019**

12. ELECTION OF CHAIRPERSON

BOARD RESOLUTION

19/078 RESOLVED on the motion of Crs McGlynn and Morris that nomination for the position of Chairperson is called and that if necessary, voting be by ordinary ballot.

10:05am Chairperson Palmer vacated the Chair to the General Manager.

The General Manager to conduct the elections for the Chairperson and Deputy Chairperson.

A duly signed nomination form for the position of Chairperson was received for Cr D Palmer.

Cr D Palmer was declared elected as Chairperson for the ensuing 12 months.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That nomination for the position of Chairperson is called and that if necessary, voting be by ordinary ballot.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

In accordance with section 391 of the Local Government Act (1993) the position of Chairperson becomes vacant at this meeting and an election is required to elect a person from within the members of the council to fill this position. The Chairperson holds office for one year.

REPORT

The Local Government (General) Regulations 2005 clause 395, Schedule 8 provides the following:

- The General Manager (or person appointed by the General Manager) is the Returning Officer
- A Member of a county council may be nominated without notice for election as Chairperson of the county council
- The nomination is to be made in writing by two or more Members of the county council (one of whom may be the nominee)
- The nomination is not valid unless the nominee has indicated consent to the nomination in writing
- The nomination is to be delivered or sent to the Returning Officer
- The Returning Officer is to announce the names of the nominees at the county council meeting at which the election is to be held
- If only one member of the county council is nominated, that Member is elected
- If more than one Member is nominated, the county council is to resolve whether the election is to proceed by preferential ballot, by ordinary or by open voting

Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at TEMORA OFFICE on 24 October 2019

- The election is to be held at the county council meeting at which the county council resolves on the method of voting.

Appropriate nomination forms have been circulated to all Councillors.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

13. ELECTION OF DEPUTY CHAIRPERSON

BOARD RESOLUTION

19/079 RESOLVED on the motion of Crs McGlynn and Sinclair that nominations for the position of Deputy Chairperson is called and that if necessary, voting be by ordinary ballot. That the person with the most votes apart from the Chairperson and Deputy be called on when these are unavailable for engagements.

A duly signed nomination form for the position of Deputy Chairperson was received for Cr D McCann.

Cr McCann was declared elected as Chairperson for the ensuing 12 months.

The Chairperson resumed the Chair.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That nominations for the position of Deputy Chairperson is called and that if necessary, voting be by ordinary ballot. That the person with the most votes apart from the Chairperson and Deputy be called on when these are unavailable for engagements.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

In accordance with section 231 of the Local Government Act (1993) Councillors may elect a person from within their number to be the Deputy Chairperson.

REPORT

The position of Deputy Chairperson is an optional position. The Deputy Chairperson may exercise any function of the Chairperson at the request of the Chairperson or if the Chairperson is prevented by illness, absence or otherwise, from exercising the function or if there is a casual vacancy in the office of Chairperson.

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
TEMORA OFFICE on 24 October 2019**

Council has traditionally elected such a person and the election procedures are the same as for the Chairperson.

Appropriate nomination forms have been circulated to all Councillors with their Business Papers.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

14. PUBLIC PARTICIPATION – CONFIDENTIAL SESSION 10:10am

BOARD RESOLUTION

19/080 RESOLVED on the motion of Crs Armstrong and Sinclair that Council move into Confidential Session.

15. MATTERS TO BE SUBMITTED TO CONFIDENTIAL SESSION

15.1. MATTERS SUBMITTED BY PRODUCTION AND SERVICES MANAGER

**15.1.1. OURA TREATMENT PLANT AND PUMP STATION HIGH VOLTAGE ASSET
REPLACEMENT – DESIGN AND CONTRACT 04/2019**

BOARD RESOLUTION

19/081 RESOLVED on the motion of Crs McCann and Callow that the Board in accordance with Section 178 (1)(a) of the Local Government (General) Regulation 2005, accept the offer provided by SMEC Australia Pty Ltd for \$455,660.

*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, or*
 - (ii) confer a commercial advantage on a competitor of the council, or*
 - (iii) reveal a trade secret,**

15.1.2. LIQUID ALUM TENDER

BOARD RESOLUTION

19/082 RESOLVED on the motion of Crs McCann and Sinclair that the Board note the tabled REROC tender report and approve OMEGA Chemicals as the preferred supplier of Liquid Alum.

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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:

- e) Commercial information of a confidential matter that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,

15.1.3. ELECTRICITY USAGE AND PROJECTIONS

BOARD RESOLUTION

19/083 RESOLVED on the motion of Crs McGlynn and Callow that the Board:

- 1. Note and accept the information provided within this report regarding contract LGP 319.**
- 2. Approve staff to proceed with the offers proposed by Solar Professionals for the 12 identified small sites through LGP Contract 283.**
- 3. Approve staff to engage a specialist to review its energy requirements/options for large sites, and**
- 4. Note that energy review outcomes will be reported back to the Board.**

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:

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

BOARD RESOLUTION 10:22am

19/084 RESOLVED on the motion of Crs Sinclair and McGlynn that Council revert back to open session and the resolutions made in Confidential Session be made public.

16. MATTERS TO BE SUBMITTED TO OPEN COUNCIL

16.1. MATTERS SUBMITTED BY CORPORATE SERVICES MANAGER

16.1.1. FINANCIAL STATEMENTS 2018/19

This item was considered after item 16.2.1 in order to facilitate attendance of Brad Bohun to present the audited financial statements. Brad Bohun attended the meeting at 10:38am. Brad Bohun left the meeting at 10:54am

BOARD RESOLUTION

19/085 RESOLVED on the motion of Crs Callow and Sinclair that the Board receives and notes the **2018/19 Audited Financial Statements**.

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Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board receives and notes the 2018/19 Audited Financial Statements.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Under section 419 of the Local Government Act 1993, Council is required to present its Audited Financial Statements, together with the Auditor's Report, at a meeting of the Council.

REPORT

The Audit Office of NSW have completed their audit of the 2018/19 Financial Statements. Council's auditor under appointment by the Auditor General, Brad Bohun, will be in attendance at the meeting to present the Audit Report.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: 2018/19 Financial Statements.

TABLED ITEMS: Nil.

16.1.2. COUNCIL INVESTMENTS

BOARD RESOLUTION

19/086 RESOLVED on the motion of Crs Callow and Sinclair that the report detailing Council Investments as at 30th September 2019 be received and noted.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council Investments as at 30th September 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

Council's investment portfolio decreased by \$500,000 from \$51,250,000 as at 31st July 2019 to \$50,750,000 as at 30th September 2019. This drop in cash was primarily due to a timing

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issue in redeeming a term deposit and re-investing with a different institution, which involved drawing on the on call account in the meantime.

Investment Portfolio

Type	Rating	Issuer	Frequency	Purchase	Maturity	Days	Rate	Benchmark*	Principal
TD	A-	AMP Bank	At Maturity	16/05/2019	12/11/2019	180	2.60	1.32	\$1,000,000
TD	A-	AMP Bank	At Maturity	16/05/2019	12/11/2019	180	2.60	1.32	\$2,000,000
TD	A	ING Direct	Annual	11/12/2017	9/12/2019	728	2.91	1.65	\$3,000,000
TD	A	ING Direct	Annual	20/12/2017	23/12/2019	733	2.87	1.65	\$3,000,000
TD	BBB+	Rural Bank	Annual	14/02/2018	14/02/2020	730	2.86	1.65	\$3,000,000
TD	A-	AMP Bank	At Maturity	26/02/2019	26/02/2020	365	2.75	1.65	\$1,000,000
TD	A-	Macquarie Bank	At Maturity	16/09/2019	17/03/2020	183	1.75	1.32	\$2,000,000
TD	A-	AMP Bank	At Maturity	20/03/2019	19/03/2020	365	2.75	1.65	\$1,000,000
TD	NR	Police Credit Union SA	Annual	21/03/2018	23/03/2020	733	3.02	1.65	\$1,000,000
TD	A-	AMP Bank	Annual	16/05/2019	15/05/2020	365	2.35	1.65	\$1,000,000
FRTD	BBB	Newcastle Permanent	Quarterly	8/06/2017	9/06/2020	1097	3.21	1.06	\$2,000,000
TD	BBB	Auswide Bank	At Maturity	20/06/2018	22/06/2020	733	3.00	1.65	\$1,000,000
TD	AA-	Westpac	Annual	12/07/2017	13/07/2020	1097	3.01	1.65	\$2,000,000
TD	AA-	Westpac	Quarterly	25/09/2017	28/09/2020	1099	3.06	1.65	\$1,000,000
TD	BBB+	BOQ	Annual	7/11/2017	9/11/2020	1098	3.00	1.65	\$3,000,000
TD	BBB+	Rural Bank	Annual	6/12/2017	7/12/2020	1097	2.95	1.65	\$3,000,000
TD	BBB+	Rural Bank	Annual	9/01/2018	11/01/2021	1098	3.10	1.65	\$3,000,000
TD	NR	Police Credit Union SA	Annual	21/03/2018	22/03/2021	1097	3.15	1.65	\$2,000,000
TD	NR	Australian Military Bank	Annual	29/03/2018	29/03/2021	1096	3.20	1.65	\$1,000,000
TD	AA-	Westpac	Quarterly	24/04/2018	27/04/2021	1099	3.13	1.65	\$3,000,000
TD	BBB	P&N Bank	Annual	27/06/2018	28/06/2021	1097	3.15	1.65	\$3,000,000
TD	BOQ	BOQ	Annual	12/07/2017	12/07/2021	1461	3.45	1.65	\$2,000,000
TD	BBB+	BOQ	Annual	29/10/2018	29/10/2021	1096	3.00	1.65	\$3,000,000
TD	BBB+	BOQ	Annual	12/07/2018	12/07/2022	1461	3.50	1.65	\$1,000,000
CASH	AA-	CBA	Monthly				0.95	1.00	\$2,750,000
TOTAL:									\$50,750,000
*Benchmarks									
On Call - RBA Cash									
Floating Rate Deposit - 3m BBSW									
Term Deposit - BBSW									

Performance

Goldenfields Water County Council's investment portfolio outperformed the relevant BBSW Index benchmark by 80%. The average weighted yield for September was 2.81%, over an average weighted term of 346 days, with a benchmark of 1.56%. This strong performance continues to be driven by those deposits still yielding above 3% p.a. However, these deposits are fast maturing and will be reinvested at lower rates, due to the drop in cash rates since these deposits were last invested.

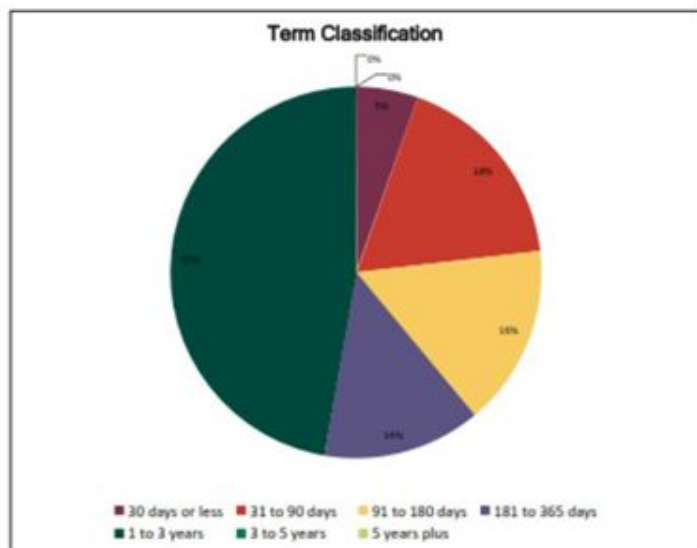
Total Cost	Total Accrued Interest	Average Weighted Yield
50,750,000	752,738	2.81%
Total Current Value	Total Monthly Accrued Interest	Average Weighted Term in Days
50,750,000	109,981	346
Unrealised Capital Gain/Loss	Total Interest Received for the Month	Total Interest Received for the Financial Year
0	21,521	52,621

Term to Maturity

This is Page 8 of the Minutes to the Goldenfields Water County Council meeting held on
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Council's investment portfolio maturities shown graphically below:

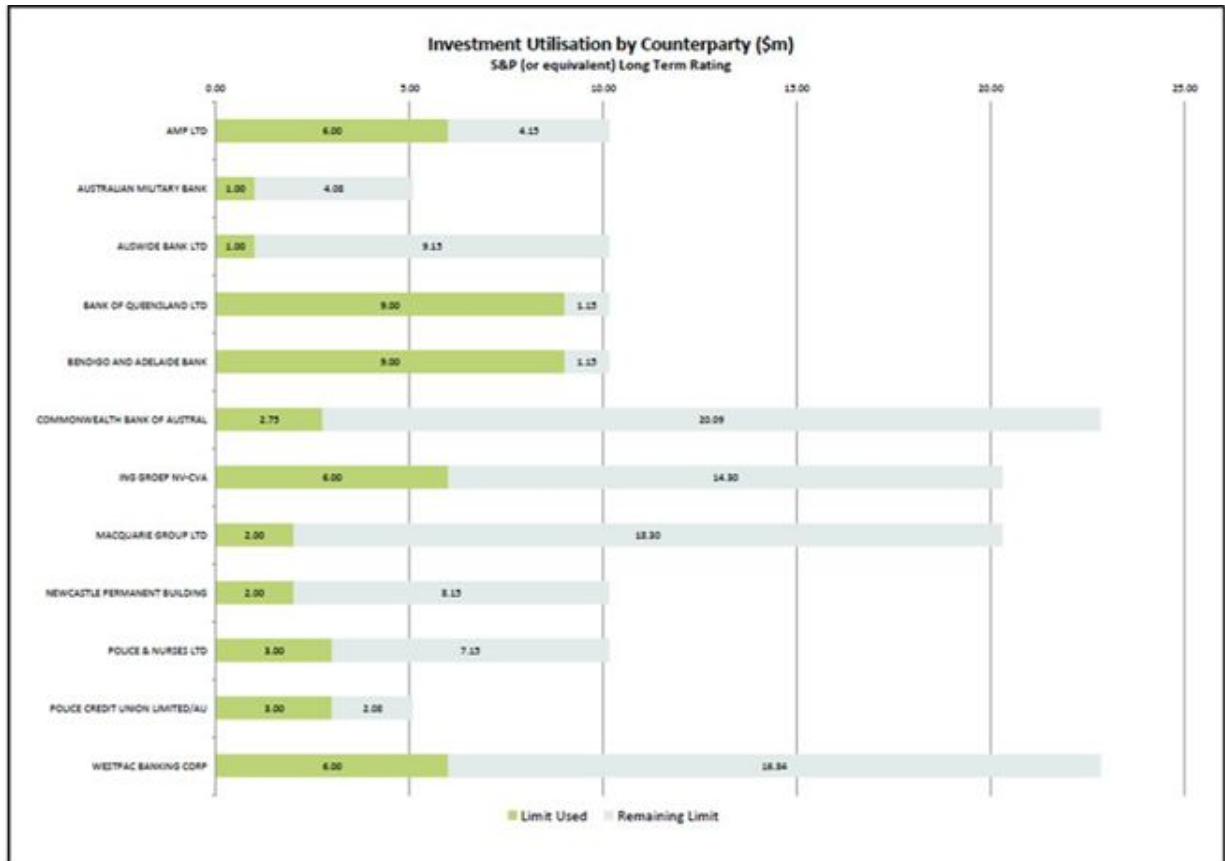


Counter Party Compliance

As at the end of September, Council was compliant with policy in terms of individual financial institution capacity limits. BoQ (BBB+) and Bendigo (BBB+) remain close to capacity. It is worth noting that capacity limits are affected by changes in the on call account balance compared to the total portfolio balance.

Overall, the portfolio is diversified across a variety of credit ratings, including some exposure to unrated ADIs.

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APPLICATION OF INVESTMENT FUNDS

The table below details the allocation of cash balances in terms of restricted funds, noting restrictions are all internal rather than external.

Restricted Funds:	
- Plant & Vehicle Replacement	886,000
- Infrastructure Replacement	36,347,000
- Employee Leave Entitlement	1,575,000
- Deposits, Retentions & Bonds	28,000
- Sales Fluctuation Reserve	2,000,000
- Property Reserve	423,000
Unrestricted Funds:	9,491,000
TOTAL	50,750,000

FINANCIAL IMPACT STATEMENT

Council’s investment portfolio decreased by \$500,000 from \$51,250,000 as at 31st July 2019 to \$50,750,000 as at 30th September 2019.

DECLARATION

I hereby certify that investments listed in the report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council’s Investment Policy PP004.

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Signed:



Michele Curran – Manager Corporate Services

ATTACHMENTS: Nil

TABLED ITEMS: Nil

16.1.3. PROGRESS REPORT – CAPITAL WORKS EXPENDITURE

BOARD RESOLUTION

19/087 RESOLVED on the motion of Crs McCann and McGlynn that the report detailing Council’s Capital Works Program as at 30 September 2019 be received and noted.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council’s Capital Works Program as at 30 September 2019 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Capital Works represents a significant part of Councils activities and expenditure. This report details progress year to date on programmed and emergent capital works.

REPORT

This report is presented for information on the Capital Works Program year to date progress as at 30 September 2019.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Capital Works Progress Report as at 30 September 2019.

TABLED ITEMS: Nil.

16.1.4. QUARTERLY BUDGET REVIEW 30 SEPTEMBER 2019

BOARD RESOLUTION

19/088 RESOLVED on the motion of Crs McCann and Callow that the Board receives and adopts the Quarterly Budget Review for the period ended 30 September 2019.

Report prepared by Corporate Services Manager

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COUNCIL OFFICER RECOMMENDATION

That the Board receives and adopts the Quarterly Budget Review for the period ended 30 September 2019.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

The Quarterly Budget Review Statement is presented to Council in accordance with Clause 203(2) of the Local Government (General) Regulations 2005, for the purpose of periodically reviewing and revising estimates of income and expenditure.

REPORT

The Quarterly Review of Council's Budget for the period ended 30 September 2019 is submitted for examination by Council.

The anticipated Operating Result for 2019/20 is a surplus of \$717,000. The Operating Result was originally budgeted for a surplus of \$722,000. Proposed adjustments are detailed below.

The Capital Works expenditure is not included in the Operating Result and is an additional outlay. Further detail about Capital Works Progress can be found in the Capital Works Progress Report item of the business paper.

Proposed September 2019 quarterly review adjustments:

Operational Expenditure

- \$5,000 additional donation for Farmlink Ball

Capital Expenditure

- \$40,000 increase for replacing a Milling Machine. The existing machine is 40-50 years old and does not meet safety requirements
- \$550,000 transfer of SCADA projects from Replacement to New categorisation
- \$10,000 decrease in Future Capital Project Investigation, transfer budget allocation to Plant & Equipment
- \$10,000 increase in Plant & Equipment for 5 Pressure Data Loggers

FINANCIAL IMPACT STATEMENT

The recommendation reduces Council's operating result by \$5,000, increases the capital works budget by \$40,000 and reduces Council's overall anticipated cash position by \$45,000.

ATTACHMENTS: Quarterly Budget Review 30-9-19.

TABLED ITEMS: Nil.

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16.1.5. AUDIT RISK AND IMPROVEMENT COMMITTEE

BOARD RESOLUTION

19/089 RESOLVED on the motion of Crs Sinclair and Callow that the Board;

- 1. Receives and notes the minutes of the Audit, Risk & Improvement Committee meeting held on 3 October 2019;**
- 2. Receives and notes the annual report from the Chair of the Audit, Risk & Improvement Committee;**
- 3. Adopts the Audit, Risk & Improvement Committee Charter, as endorsed by the Audit, Risk & Improvement Committee;**
- 4. Rescinds PP015 Audit Committee Policy and;**
- 5. Extends current terms of the Audit, Risk & Improvement Committee members to the next Council elections in 2020.**

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board;

1. Receives and notes the minutes of the Audit, Risk & Improvement Committee meeting held on 3 October 2019;
2. Receives and notes the annual report from the Chair of the Audit, Risk & Improvement Committee;
3. Adopts the Audit, Risk & Improvement Committee Charter, as endorsed by the Audit, Risk & Improvement Committee;
4. Rescinds PP015 Audit Committee Policy and;
5. Extends current terms of the Audit, Risk & Improvement Committee members to the next Council elections in 2020.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Goldenfields Water County Council Audit, Risk & Improvement Committee is an advisory committee in accordance with section 355 of the Local Government Act 1993, and the Local Government Regulations 2012. The Committee was established by Council Res 17/008 on 23 February 2017. In accordance with the draft Audit, Risk & Improvement Committee Charter, meeting minutes will be reported regularly to Council.

REPORT

The Goldenfields Water County Council Audit, Risk & Improvement Committee met on 3 October 2019. Minutes of the meeting are attached for the information of the Board.

The Chair of the Committee submitted an annual report on the progress of the Committee, which is also attached.

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The draft Audit, Risk & Improvement Committee Charter was reviewed and endorsed by the Committee on 3 October 2019. The Charter is based on the current OLG Internal Audit Committee Guidelines. This Charter, in addition to the Internal Audit Charter, render PP015 Audit Committee Policy obsolete, and the Committee recommends rescinding the policy.

Committee members were appointed in August 2017 for a period of two years. To ensure consistency until the next Council term, the Committee has recommended to extend their appointment until the next Council elections in 2020.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS:

1. Minutes of ARIC Meeting 3-10-19
2. ARIC Chairperson Annual Report;
3. Audit Risk & Improvement Committee Charter.

TABLED ITEMS: Nil.

16.1.6. FRAUD PREVENTION STRATEGY

BOARD RESOLUTION

19/090 RESOLVED on the motion of Crs McGlynn and Callow that the Board considers and adopts the Fraud Prevention Strategy.

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board considers and adopts the Fraud Prevention Strategy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

The proposed Fraud Prevention Strategy forms part of Council's overall governance framework and supports PP024 Fraud Prevention Policy.

REPORT

The draft Fraud Prevention Strategy was reviewed and endorsed for Council adoption by the Audit, Risk & Improvement Committee on 14 June 2019. The Strategy has also been circulated for consultation with the Staff Consultative Committee.

The purpose of this strategy is to provide:

1. An integrated and overarching strategy to control Fraud and Corruption risk at Council.
2. Context to guide and align all Fraud and Corruption management activities.

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3. Context for evaluation and continuous improvement of Fraud and Corruption management activities at Council.

This strategy sets out Council's commitment to Fraud and Corruption control. It details Council's approach to planning and resourcing, prevention, detection, reporting and responding to Fraud and Corruption.

Effective implementation of this strategy will help to ensure public confidence in the integrity of Council.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Fraud Prevention Strategy.

TABLED ITEMS: Nil.

16.2. MATTERS SUBMITTED BY PRODUCTION AND SERVICES MANAGER

16.2.1. WATER PRODUCTION REPORT

BOARD RESOLUTION

19/091 RESOLVED on the motion of Crs McCann and Sinclair 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 40,000 people spread over an area in excess of 20,000 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.

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REPORT

Jugiong drinking Water Scheme

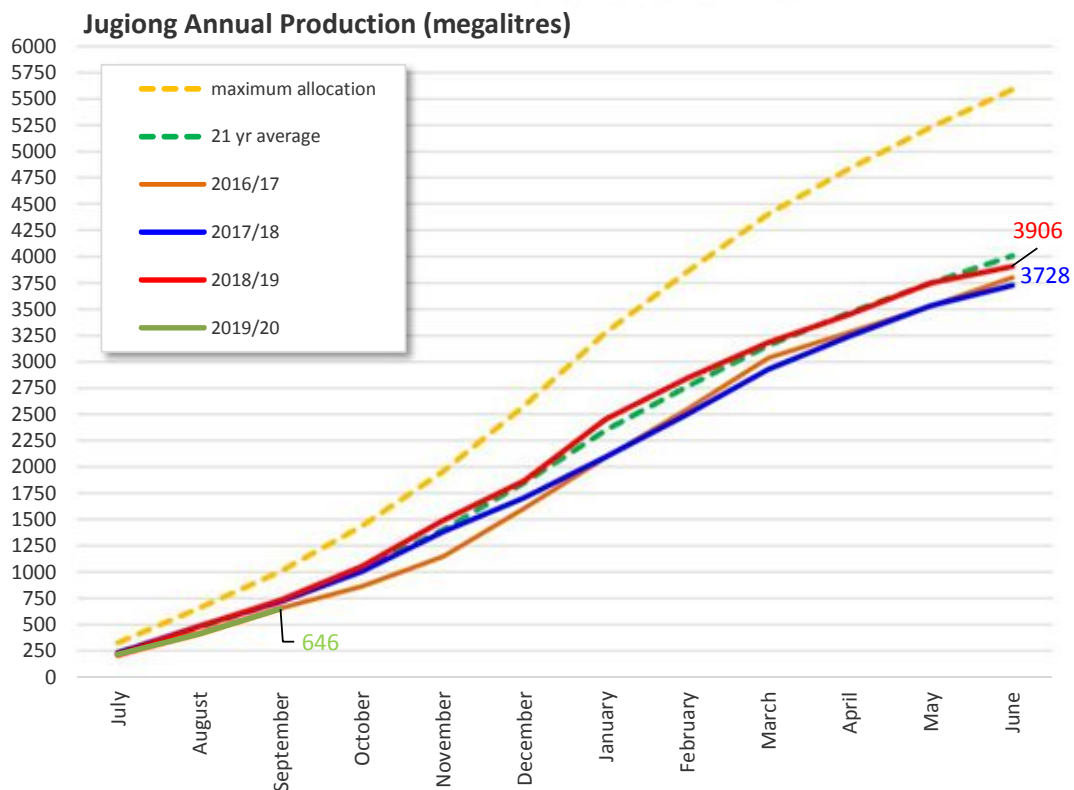
The Jugiong drinking water scheme sources water from the Murrumbidgee River and has an extraction licence entitlement of 5590ML per annum. Water from the Murrumbidgee River is treated through a 40ML/day, conventional Water Treatment Plant that consists of: Coagulation, Flocculation, Clarification, Filtration,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

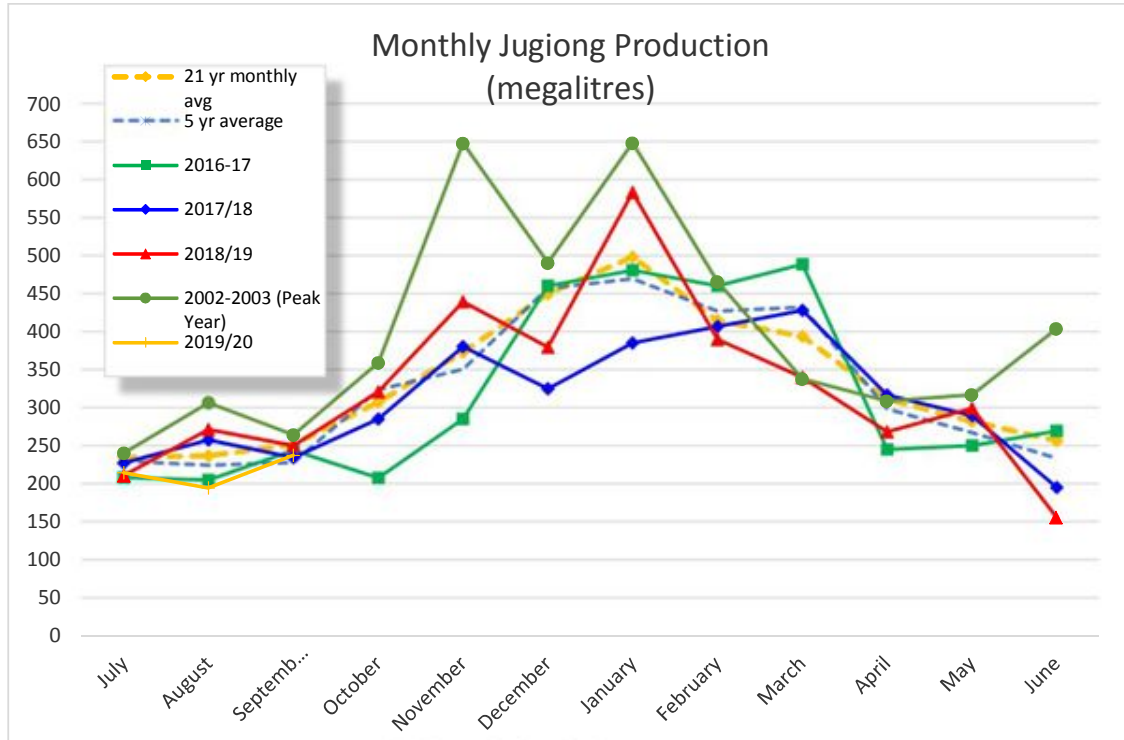
Jugiong annual water production is trending in a similar fashion to previous years.

For the period July to September 2019. Water production was 646 ML, this is trending in a similar fashion to the 2017/18 period. Water production was 732ML during the previous financial year providing a reduction of 86ML for the same period.



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Jugiong monthly water production for July was 214.35ML, August was 194.26ML and September 237.06 ML. As can be seen in the below graph, a small increase as the weather starts to get warmer.



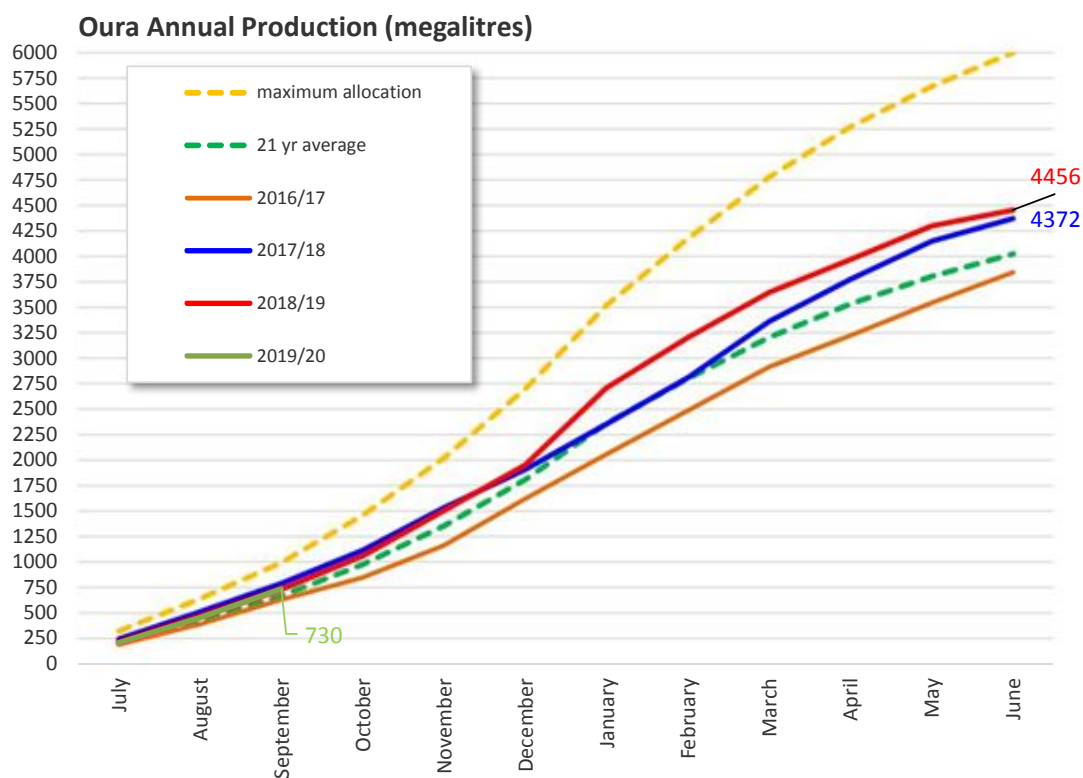
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Oura Drinking Water Scheme

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.

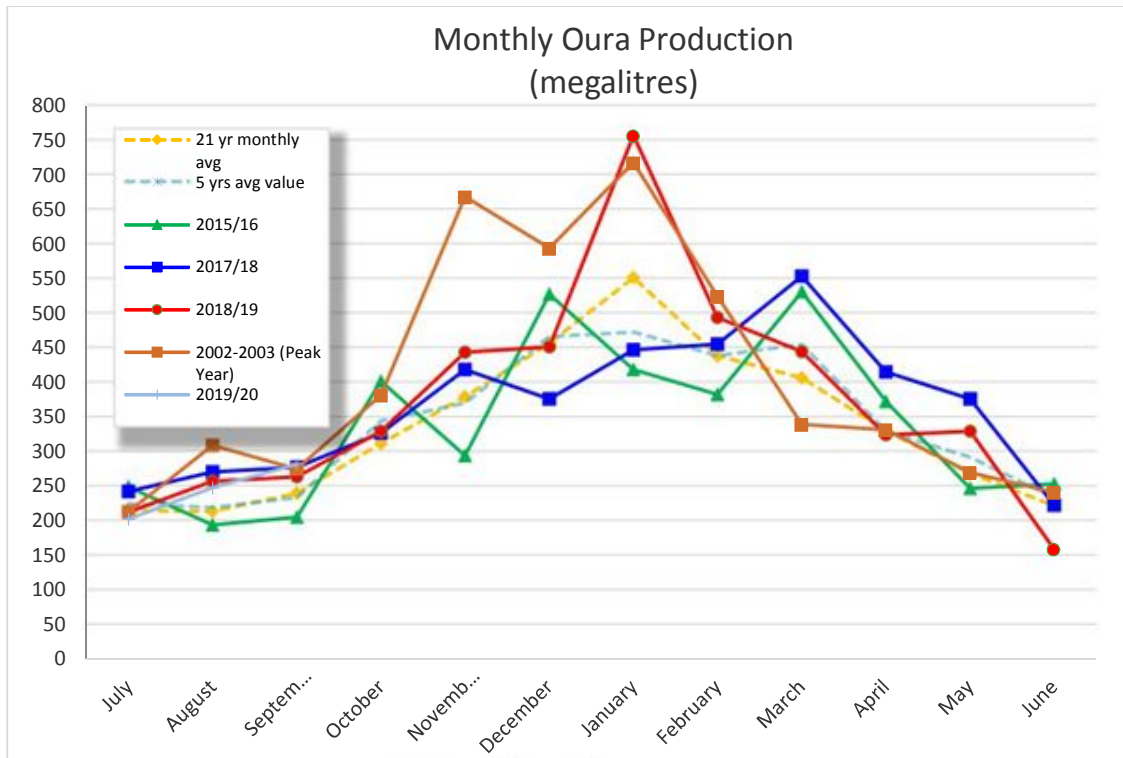
The Oura scheme has 33 sets of reservoirs and 19 pumping stations, produces drinking water for approximately 14,600 people in the Bland, Coolamon, Junee, Narrandera and Temora Shires. The Oura scheme can also supply water to the Northern side of the rural area of Wagga Wagga City when required.

For the period of July to September 2019. Water production from the Oura bores was 730 ML, this is trending in a very similar fashion as the same period last year (2018/19) which was 731ML. A reduction of only 1ML.



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Oura production for July 2019 was 201.85ML, August was 247.44ML and September 281.15ML. A total 730 ML for this period. As can be seen in the below graph, production is trending upwards as the weather becomes warmer.



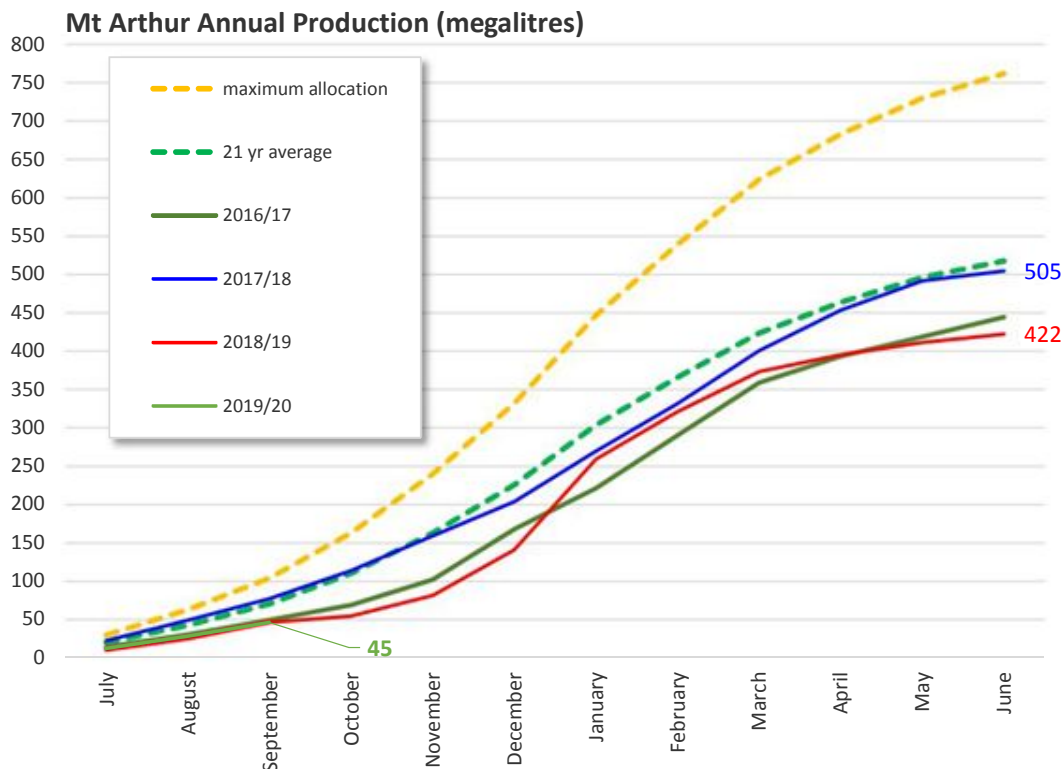
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Mount Arthur Drinking Water Scheme

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.

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 monthly 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.

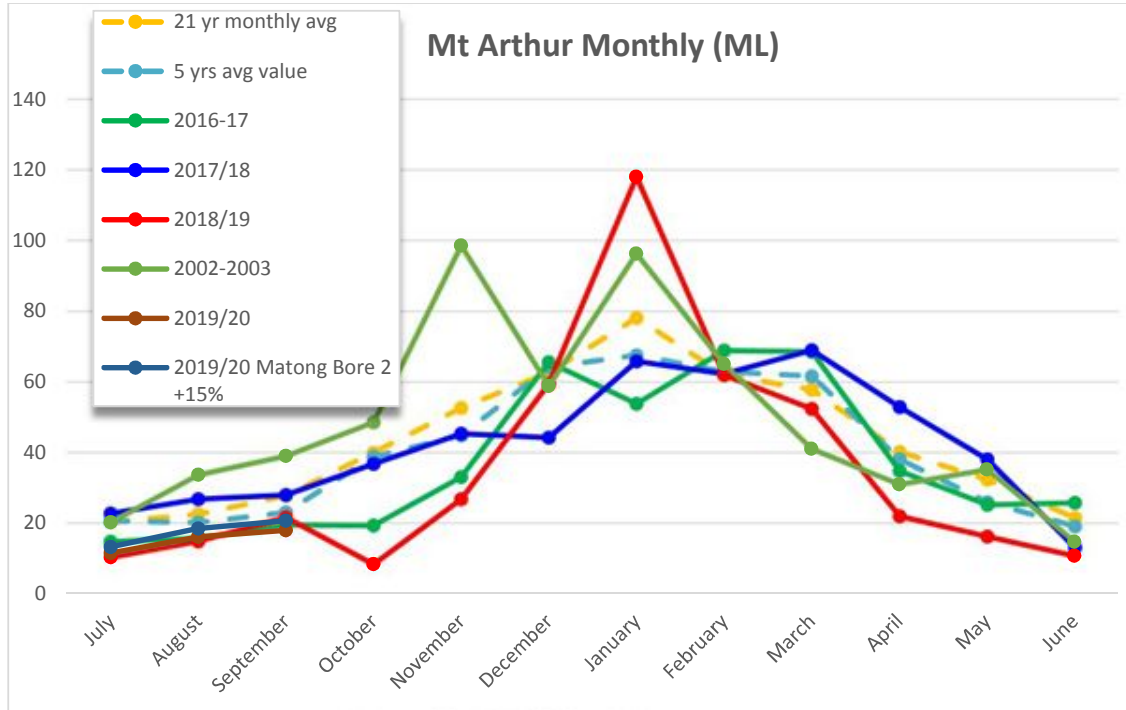
For the period July to September 2019, 45ML of water has been extracted from the Mt Arthur Bores this is fractionally lower than for the same period in 2018/19 (44ML). A decrease of 1ML. As can be seen trending in a similar fashion to previous years.



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Mount Arthur monthly water production for July was 11.39ML, August was 15.96ML and September 17.89ML.

With the inclusion of an estimated 15% variation, Mount Arthur monthly water production for July 2019 was 13.10ML, August 18.35ML and September was 20.57ML. Similarly, the Mt Arthur monthly production is trending upwards heading into the warmer months.

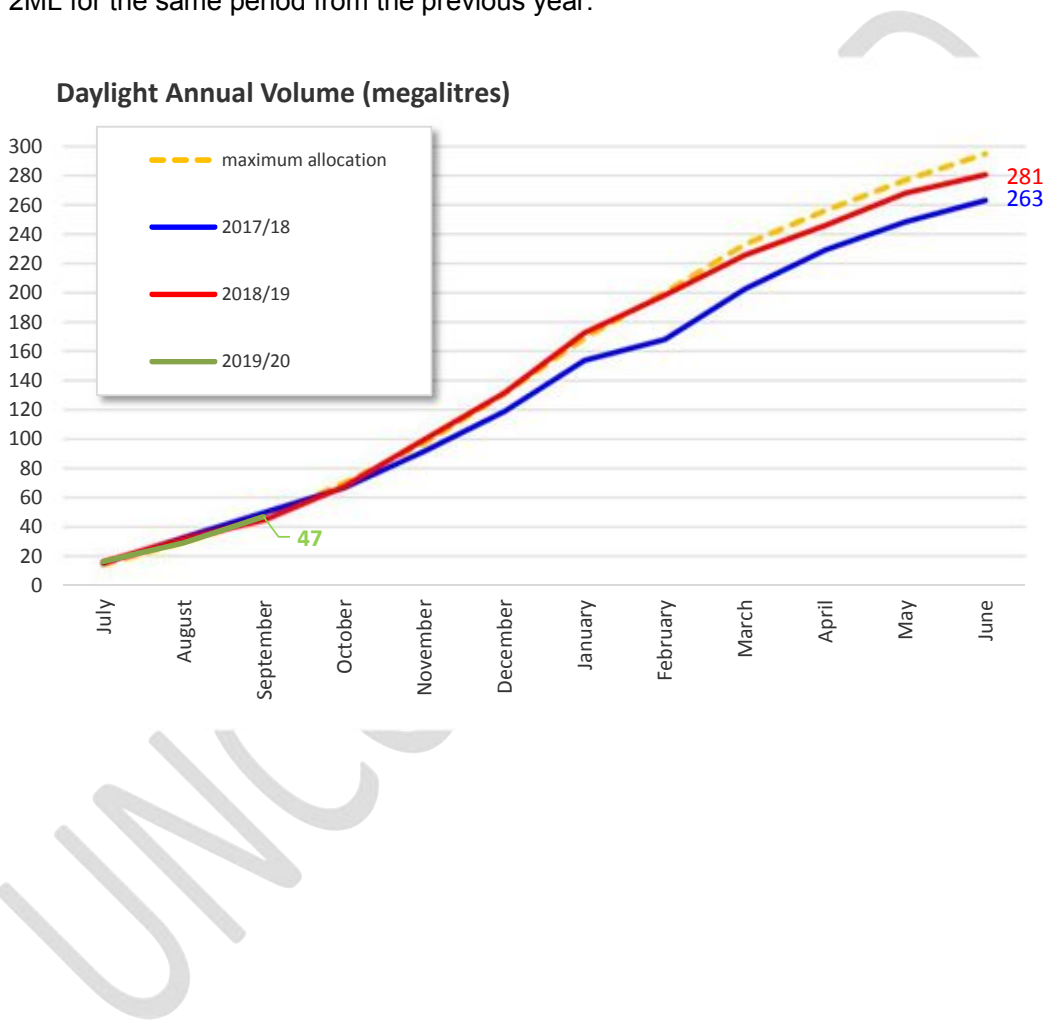


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Mount Daylight Drinking Water Scheme

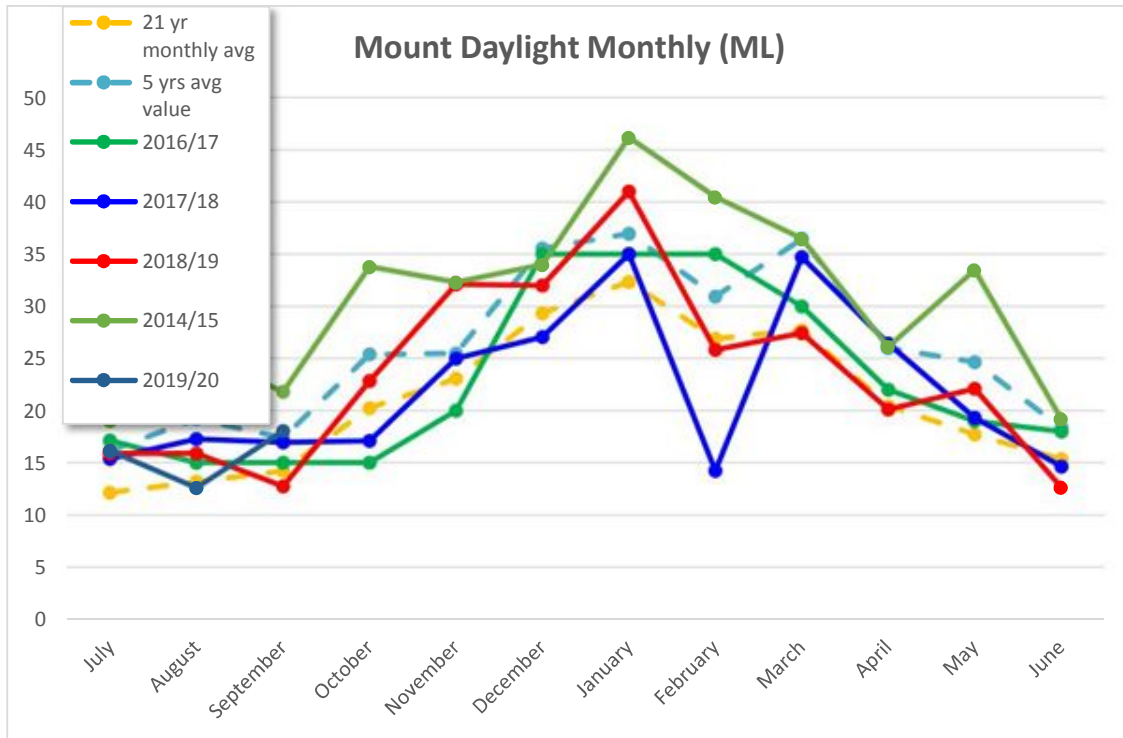
The Mount Daylight water source is from the Lower Lachlan alluvium aquifer. The Mount Daylight bores are jointly operated with Carathool Shire Council. Carathool Shire Council is responsible for bore management. There are 7 sets of reservoirs in the Mt Daylight scheme. Mt Daylight supplies water to approximately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

For the period July 2019 to September 2019, 47ML of water has been extracted from the Mt Daylight Bores. This is higher than the same period in 2018/19 (45ML). Indicating an increase of 2ML for the same period from the previous year.



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Mount Daylight monthly water production for July 16.15ML, for August was 12.6ML and September was 18.06ML. After a slight drop in production in August 2019 water production from the Mt Daylight Bores is trending upwards heading into the warmer months.



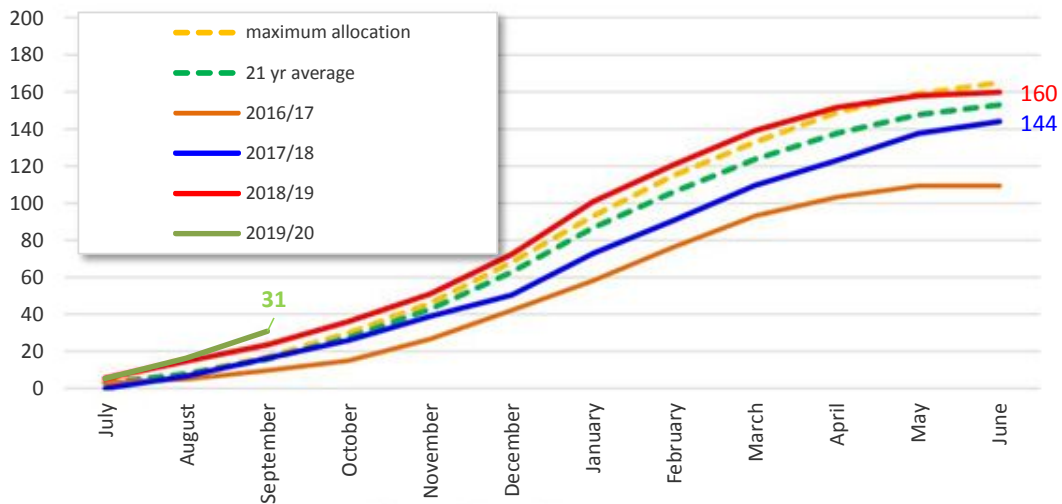
Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at TEMORA OFFICE on 24 October 2019

Hylands Bridge - Non Potable

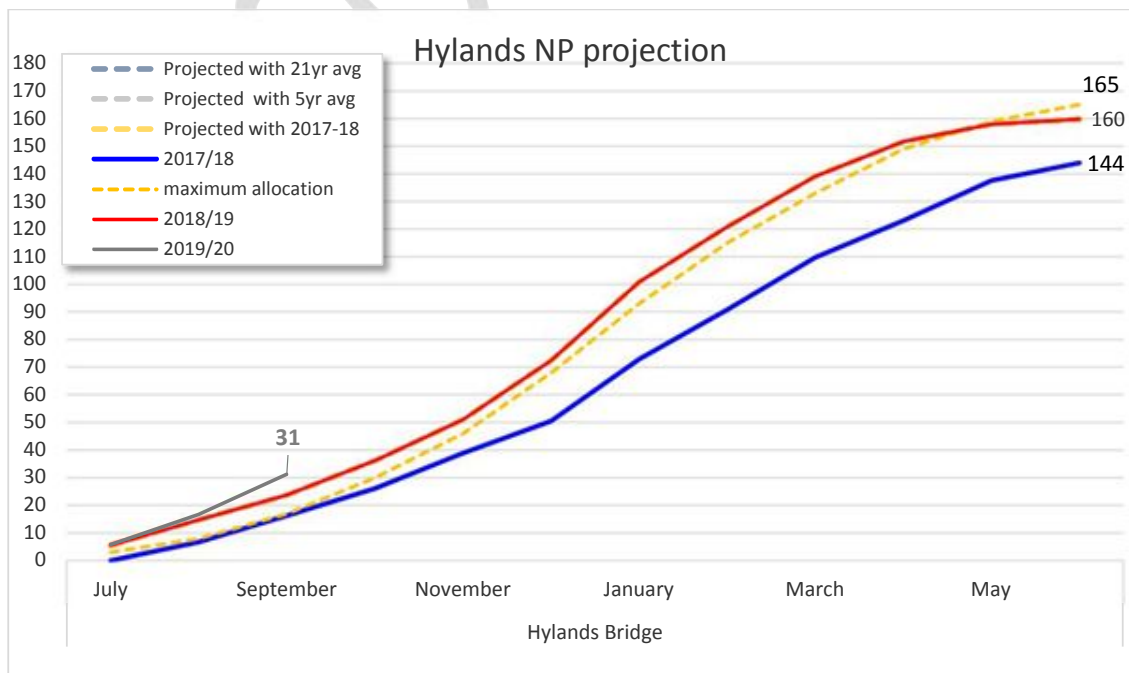
Hylands Bridge supplies Non Potable water to Barellan and Binya.

For the period June to September 2019, 31ML of water has been extracted from the Hylands Bridge scheme, this is higher than for the same period in 2018/19 (24ML). An increase in production of 7ML compared to the same period last year. This increase is most likely due to the recovery of the storage reservoirs that were utilised at the end of financial year to ensure that no breaches of excess extraction occurred.

Hylands Bridge Annual Volume (megalitres)



Hylands Bridge Projections are as per the graph below. For the period of July 28th to September 28th 2019, water production from the Hylands Bridge scheme is 7ML more than for the same period last year.



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FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

16.2.2. VOLUNTARY WATER CONSERVATION MEASURES

BOARD RESOLUTION

19/092 RESOLVED on the motion of Crs McCann and Sinclair that the Board;

- 1. Note the information within this report and approve the General Manager through his delegations to implement voluntary water conservation measures across all of Goldenfields Water's supply schemes.**
- 2. Implement a community education and engagement program to encourage the uptake of water conservation measures.**
- 3. Approve a 25% reduction for 6 months for all rural and residential public standpipe water usage.**

Report prepared by Production & Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board note the information within this report and approve the General Manager through his delegations to implement voluntary water conservation measures across all of Goldenfields Water's supply schemes.

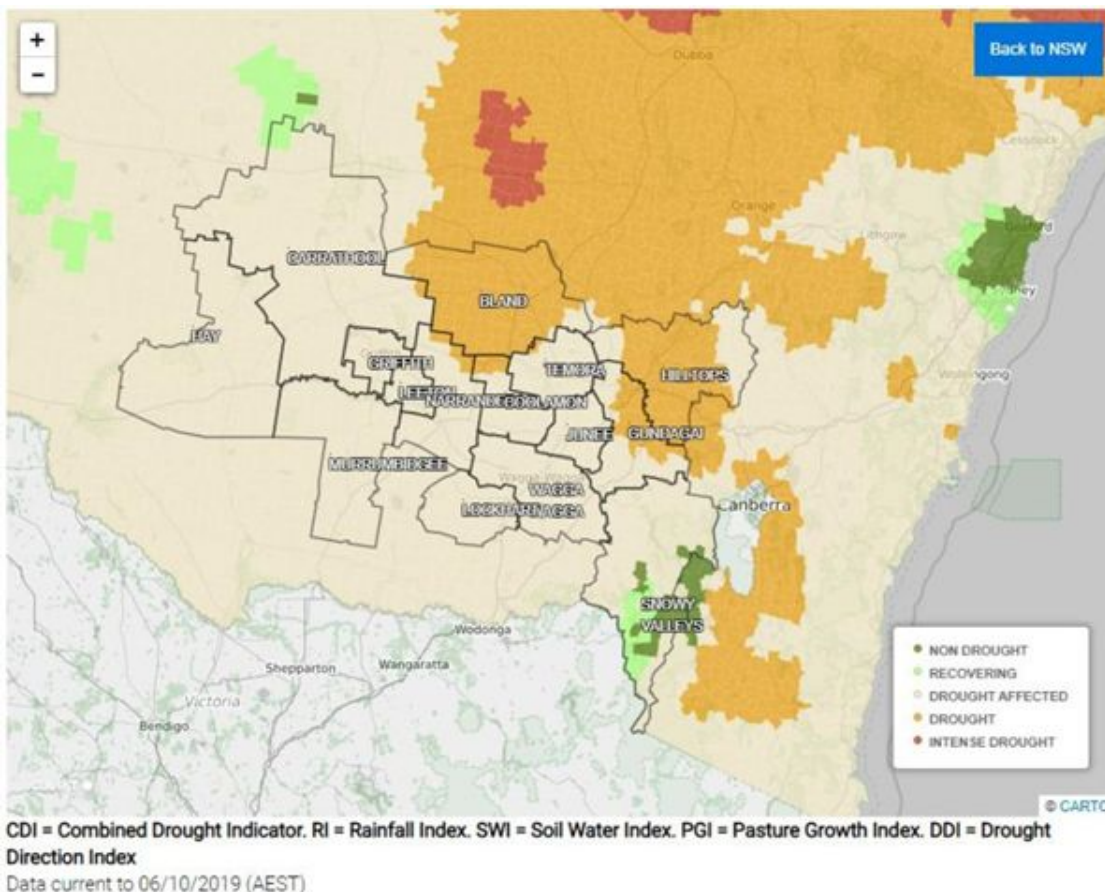
ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

- 01 Excellence in Service Provision
- 02 Maximising Regional Water Supply
- 03 Strategic Water Management
- 05 Proactive Customer Relations
- 06 Environmental Protection and Sustainability

BACKGROUND

As per the below map illustrating current drought conditions for southern NSW, over 97% of the area is impacted by drought. Both Hilltops and Cootamundra Gundagai Regional Councils have implemented some form of water restrictions for their specific localities under their Authority.

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REPORT

Goldenfields Water has a current Demand & Drought Management Plan (2013) that provides specific criteria and measures for managing its water supply operations. Current drought conditions within the State have still not yet required Goldenfields Water to impose any required restrictions for its customers.

However, given the current drought situation within the State and the long term forecast of low rainfall, staff are recommending voluntary 'Water Conservation Measures' be implemented. These measures are being recommended on the basis of engaging with the community to begin education on Councils restriction procedures prior to any future impositions being required from State Government decisions, as has happened in the past.

As per the below table of Goldenfields Water's restrictions, Level 1 is aimed at Water Conservation, Level 2 & 3 Demand Management, Level 4 Drought Management and Level 5 Emergency Supply. The table provides actions and limitations for users to be made aware of in times of enforcement by Goldenfields Water staff.

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	Water Restrictions Table 1				
	Water Conservation	Demand Management		Drought Management	Critical Water Supply
	Level 1	Level 2	Level 3	Level 4	Level 5 Emergency Supply
Consumption L/person/day	180	160	140	120	<100
Watering Days	Any Day	Any Day	Odd Numbers (&unnumbered)- Tuesday, Thursday, Saturday Even Numbers – Wednesday, Friday, Sunday		No External Water Use
Residential Watering Hours	5:00-9:00am 5:00-7:00pm	6:00-8:00am 5:00-7:00pm	5:00-7:00pm	6:00-7:00pm <i>Buckets Only</i>	N/A
Rural & Commercial Watering Hours	8:00-11:00am 3:00-6:00pm	8:00-10:00am 3:00-5:00pm	3:00-4:00pm	3:00-4:00pm <i>Buckets Only</i>	N/A
Gardens & Lawns					
1.1 Hand-held hosing	Any Day Unlimited Hours	Specified Days/Hours	Specified Days/Hours	Banned	Banned
1.2 Sprinklers and Soaker Hoses	One Sprinkler or Soaker Hose	Banned	Banned	Banned	Banned
1.3 Buckets/ Watering Cans	Any Day Unlimited Hours	Specified Days Unlimited Hours	Specified Days Unlimited Hours	Specified Days/Hours	Banned
1.4 New Turf	As Per Section 1.1 to 1.3	One Sprinkler-Specified Hours	Must Seek Approval	Banned	Banned
1.5 Approved drip and Micro sprinkler irrigation systems	Specified Hours	Specified Hours	Specified Hours	Banned	Banned
2.0 Hosing of pavement/concrete	Specified Hours	Specified Hours	Banned	Banned	Banned
3.0 Residential Pools and Spas	Specified Hours Filling/Topping up Allowed	Specified Hours Filling/Topping up Allowed	NO Filling Topping up Allowed	NO Filling OR topping up allowed	NO Filling OR topping up allowed
4.0 Motor Vehicle Washing, Truck panels	Trigger Hose or pressure cleaners	Trigger hose or pressure cleaners for rinsing	Bucket washing, Trigger hose or pressure cleaners for rinsing	Bucket for washing and rinsing	Only mirrors and windscreens
5.0 Domestic Pets Drinking water ok Washing Bucket	Pens trigger nozzle/ pressure cleaner specified hours	Pens trigger nozzle/ pressure cleaner specified hours	Pens trigger nozzle or pressure cleaner specified hours	Pens trigger nozzle or pressure cleaner specified hours	pens trigger nozzle or pressure cleaner – 15 min per day
6.0 Cleaning of BBQ's and Rubbish Bins	Unrestricted	Unrestricted	Bucket for washing, trigger hose for rinsing anytime	Bucket Anytime	Bucket Anytime
7.0 External Building cleaning	Pressure Cleaner	Pressure Cleaners	Buckets for windows only	Banned	Banned
8.0 Construction Activities – Occupier	Hose with trigger nozzle	Hose with trigger nozzle	Bucket Only	With Council Approval	Banned
8.1 Construction	Unrestricted	Unrestricted	Council approval	Council approval	Council approval
9.0 Hygiene Schools and Child Care Centres, Trucks	Trigger hose or pressure cleaner for hygiene	Trigger hose or pressure	Trigger hose or pressure cleaner for hygiene	Trigger hose or pressure cleaner for hygiene	Trigger hose or pressure cleaner for hygiene

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		cleaner for hygiene			
10.0 Stock Anytime for drinking, washing with trigger nozzle	Pens trigger hose or pressure cleaner specified hours	Pens trigger hose or pressure cleaner specified hours	Pens trigger hose or pressure cleaner specified hours	GWCC advise volume	GWCC advise volume
11.0 Crop spraying	Unrestricted	Unrestricted	GWCC advise volume	GWCC advise volume	GWCC advise volume
12.0 Bulk Water Consumers	Contract	Contract	GWCC advise volume	GWCC advise volume	GWCC advise volume

FINANCIAL IMPACT STATEMENT

It is unknown at this stage as to what precise financial impacts could be borne by implementing voluntary water conservation measures.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

16.2.3. GOLDENFIELDS WATER IWCM UPDATE

BOARD RESOLUTION

19/093 RESOLVED on the motion of Crs McCann and Sinclair that the Board note and accept the information provided.

Report prepared by Production & Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board note and accept the information provided

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

The NSW Government is required to demonstrate compliance with the Australian Government's National Competition Policy and National Water Initiative. The approach adopted since 1995 is to progressively encourage best-practice management by Local Water Utilities (LWUs) to ensure effective, efficient and sustainable water supply and sewerage businesses.

Best-practice management of water supply and sewerage involves the following 6 criteria:

- Strategic Business Planning
- Pricing (including Developer Charges, Liquid Trade Waste Policy and Approvals)

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- Water Conservation & Drought Management (now combined)
- Performance Reporting
- Integrated Water Cycle Management

The NSW Government requires the development of an Integrated Water Cycle Management Plan (IWCM) as it is a LWU's resourcing strategy for the provision of appropriate, affordable, cost-effective and sustainable urban water services that meet community needs and protect public health and the environment. A LWU's IWCM Strategy:

- Sets the objectives, performance standards and associated performance indicators for the water & sewer business;
- Identifies the needs and issues based on evidence and sound analysis;
- 'Right sizes' infrastructure;
- Determines the investment priority in consultation with the community and stakeholders; and
- Identifies the 'best value 30-year' IWCM scenario on a triple bottom line (TBL) basis.

REPORT

An IWCM Plan/Strategy is required from any NSW local water utility to demonstrate that it addresses the NSW Governments best practice management expectations. The IWCM Strategy has been established to address complex linkages between elements of the urban water cycle (water supply, sewage and stormwater) and community expectations. This is done within the urban area and between its water related physical and legislative operating environment. The IWCM strategy is expected to facilitate the provision of appropriate, affordable, cost-effective and sustainable urban water services that meet community needs and protect public health and the environment.

The key outcomes of an IWCM Strategy are:

- 30-year total asset management plan (TAMP);
- 30-year financial plan (FP); and
- Drought and emergency response contingency plan (DERCP)

Staff have been working on an IWCM Strategy for Goldenfields Water since 2017. Progress has been very slow and arduous noting that input from all constituent councils is required and the element requirements to be considered has been updated.

Council has engaged Public Works to currently finalise an Issues Paper which will be utilised to develop the final strategy. The Draft Issues Paper is expected to be completed over the coming weeks with a Project Reference Group (PRG) meeting expected to be held in Late November early December.

The PRG consists of staff from all constituent councils and any relevant NSW State Government department. The PRG or working group is established to help provide input and review of all considerations that need to be documented by Goldenfields Water for its long term planning and operating requirements. This includes elements such as the establishment of appropriate levels of service and what is considered as value for money.

Upon completion and adoption (DPIE Approval) of the Draft Issues Paper and scope for the 'Strategy' in January 2020, the formalisation of the final requirements will be undertaken with the expected completion date to be around October 2020. In addition to obtaining approval for

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the Issues Paper and scope of works, staff will be submitting a funding request for the IWCM Strategy through the Safe & Secure Funding Stream 2.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: IWCM Program GANTT chart.

TABLED ITEMS: Nil

16.3. MATTERS SUBMITTED BY ENGINEERING MANAGER

16.3.1. BACKFLOW PREVENTION POLICY

BOARD RESOLUTION

19/094 RESOLVED on the motion of Crs Callow and Sinclair that the Board adopts the revised Backflow Policy.

Report prepared by Acting Engineering Manager

COUNCIL OFFICER RECOMMENDATION

That the Board adopts the revised Backflow Policy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Goldenfields Water PP006 Backflow Prevention Policy is due for its 2 yearly review.

REPORT

In order to maintain a safe drinking water supply, staff have reviewed PP006 Backflow Prevention Policy. This policy outlines requirements for the backflow hazard identification and the required level of hazard control required on each service connection.

The review changes include;

- Updated reference to related policies
- Updated legislation documents
- Inclusion of certified Goldenfields Water Staff undertaking works on backflow devices.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Draft PP006 Backflow Prevention Policy

TABLED ITEMS: Nil

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16.3.2. REVISED DRAFT EASEMENT AND ACQUISITION POLICY

BOARD RESOLUTION

19/095 RESOLVED on the motion of Crs Sinclair and Callow that the Board adopts the revised draft Easement and Acquisition Policy.

Report prepared by Acting Engineering Manager

COUNCIL OFFICER RECOMMENDATION

That the Board adopts the revised draft Easement and Acquisition Policy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Council owns and operates a significant amount of assets within private property. Historically not all assets are within an easement or on land owned by Goldenfields Water.

The purpose of this policy is to provide a definitive solution, ensuring all easements are dealt with consistently.

REPORT

In order to maintain access to infrastructure new and existing, staff have developed an Easement and Acquisition policy. The policy outlines requirements for acquiring land and/or easements for infrastructure.

Goldenfields Water do have right to access infrastructure under the Local Government Act 1993 and Water Management Act 2000. An easement gives further protection where conditions are put on the property title and outline what can and can't be done within the limits of the easement. The draft policy outlines easement conditions, of significance is the limitations on building within the easement which is not clearly defined in the above mentioned Acts.

Acquisition of land for reservoir and pump station assets, mitigates potential issues surrounding changes of ownership. Agreed access conditions and locations as well as operating procedures don't always transfer well with ownership. Land acquisition and access easements with their conditions, eliminate future problems.

A draft Easement and Acquisition Policy was tabled at the August 2019 Council Board meeting and it was resolved that the policy be brought to the next meeting and suggested changes accommodated. The policy has been altered to address these concerns.

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's current financial position. Once adopted staff will include the associated costs in budget forecasts

ATTACHMENTS: Revised Draft Easement and Acquisition Policy

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TABLED ITEMS: Nil

16.4. MATTERS SUBMITTED BY THE GENERAL MANAGER

16.4.1. PECUNIARY INTEREST RETURNS

BOARD RESOLUTION

19/096 RESOLVED on the motion of Crs McCann and Sinclair that Council note the report and the tabling of the Pecuniary Interest returns for the year ended 30 June 2019.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That Council note the report and the tabling of the Pecuniary Interest returns for the year ended 30 June 2019.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Under section 6.21 of the Code of Conduct, councillors and designated persons must provide a declaration of pecuniary interest as contained in the prescribed form.

REPORT

Declaration of Pecuniary interest returns must be completed and lodged with the General Manager within three (3) months after becoming a councillor or designated person, 30 June of each year and upon becoming aware of an interest they are required to disclose as per the Code of Conduct.

Returns must be tabled at the first meeting held after the required lodgement date.

In accordance with the Local Government Act 1993, these returns are now tabled before Council as public documents.

Councillors and staff are reminded that it is imperative their honesty and transparency is maintained at all times. A pecuniary interest return may be lodged at any time during the year should circumstances deem it necessary.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Pecuniary Interest Returns

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16.4.2. 2018/19 ANNUAL REPORT

BOARD RESOLUTION

19/097 RESOLVED on the motion of Crs McGlynn and Sinclair that Council's 2018/19 Annual Report be received and noted.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That Council's 2018/19 Annual Report be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Section 428 of the Local Government Act 1993, requires Council to prepare an Annual Report. The report details Goldenfields' achievements in implementing the Delivery Program and the effectiveness of the principles undertaken in achieving the objectives at which those principal activities are directed.

REPORT

Goldenfields Waters' 2018/19 Annual Report is the second report within the four year reporting period for the 2017 – 2021 Delivery Program.

The results and outcomes are a reflection of the efforts of all staff within the organisation, undertaking a variety of roles from the front office in Temora to the remote areas within our 22,500 square kilometre footprint.

The Annual Report has been prepared in accordance with the guidelines under section 406 of the Local Government Act – *Integrated Planning and Reporting Guidelines*.

A copy Council's audited financial reports is included as an Appendix to the annual report.

The annual report will be posted on Council's website and provided to the Minister for Local Government as per requirements.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS:

1. 2018/19 Annual Report
2. Schedule A – Audited Financial Statements

TABLED ITEMS: Nil

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16.4.3. DELIVERY PROGRAM PROGRESS REPORT – JANUARY TO JUNE 2019

BOARD RESOLUTION

19/098 RESOLVED on the motion of Crs McCann and McGlynn that Council's January – June 2019 Delivery Program Progress Report be received and noted.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That Council's January – June 2019 Delivery Program Progress Report be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Section 404 of the Local Government Act 1993 - *Delivery Program*, stipulates that regular progress reports (at least 6 monthly) be provided to Council to report on progress toward the principal activities detailed in the Delivery Program.

REPORT

Council's January to June 2019 Delivery Program Progress Report has been created, measuring the organisations progress toward the Delivery Program. The report is attached for Council's information.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Delivery Program Progress Report

TABLED ITEMS: Nil

16.4.4. DELEGATIONS OF AUTHORITY

BOARD RESOLUTION

19/099 RESOLVED on the motion of Crs Sinclair and Callow that the Board;

1. **Adopt the revised Delegations of Authority Policy**
2. **Rescind resolution 18/50**

Report prepared by Human Resources Coordinator

COUNCIL OFFICER RECOMMENDATION

That the Board;

1. Adopt the revised Delegations of Authority Policy
2. Rescind resolution 18/50

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ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Section 377 of the Local Government Act 1993 Council may, by resolution, delegate functions of the Council to the General Manager.

REPORT

PP05 Delegations of Authority Policy was adopted by Council in October 2016. It has been determined that this document in its original format is not prescriptive enough for effective use. The policy has been updated to include specific delegations to the Chairperson, General Manager and Deputy Chairperson when acting in the role of Chairperson.

Adoption of this policy would supersede resolution 18/50, which set out that the amount of rates and charges above which any individual rate or charge may be written off only by resolution of the council is one thousand dollars (\$1,000.00).

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS:

1. Draft PP005 Delegations of Authority Policy
2. PP005 Delegations of Authority Policy

TABLED ITEMS: Nil.

16.4.5. SOCIAL MEDIA AND MEDIA REPORT

BOARD RESOLUTION

19/100 RESOLVED on the motion of Crs Sinclair and McGlynn that Goldenfields Water Social Media and Media report be received and noted.

Report prepared by Community Education and Engagement Officer

COUNCIL OFFICER RECOMMENDATION

Goldenfields Water Social Media and Media report be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

05 Proactive Customer Relations

BACKGROUND

To ensure Councillors are kept informed of Goldenfields Waters media activity, a report detailing the organisations social media and media tracking will be delivered on a six monthly basis.

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REPORT

Social Media Update, January 1 – June 30 2019

Facebook

Facebook remains Goldenfields Water's primary platform for communicating, advertising and promoting our organisation. Insight break downs are provided below:

- **Page likes** *(the number of people who have selected to like our page and see content from it in their news feed)*
January 1st 2019 – 879 likes
June 30th 2019 – 1077
Increase of 23%
- **Number of posts** *(the number of posts including videos, water interruption notices, announcements etc that have been posted on the organisations page)*
112
- **Reach** *(the number of people who had any posts from the GW page come up on their screen/mobile)*
105,153 (estimate)
- **Content engagements** *(the number of comments, reaction or shares on our posts)*
15,738
- **Top three highest reaching posts**
 1. Temora's bulk water filling station announcement – 8,044 views, 109 likes, 19 comments, 23 shares
 2. Mandamah reservoir construction time lapse video – 6,382 views, 28 likes, 2 comments, 5 shares, total 1,772 minutes viewed
 3. Meet Zac, Goldenfields Water Accountant – 5,801 views, 225 likes, 91 comments, 11 shares, total 1,700 minutes viewed

Instagram

- Number of posts – 82
- Total followers – 206
- Biggest audience – Temora, females aged 25 - 34
- Top posts – See below. Resulted in 40 likes and 1,426 views. Date: 24.7.19

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Twitter

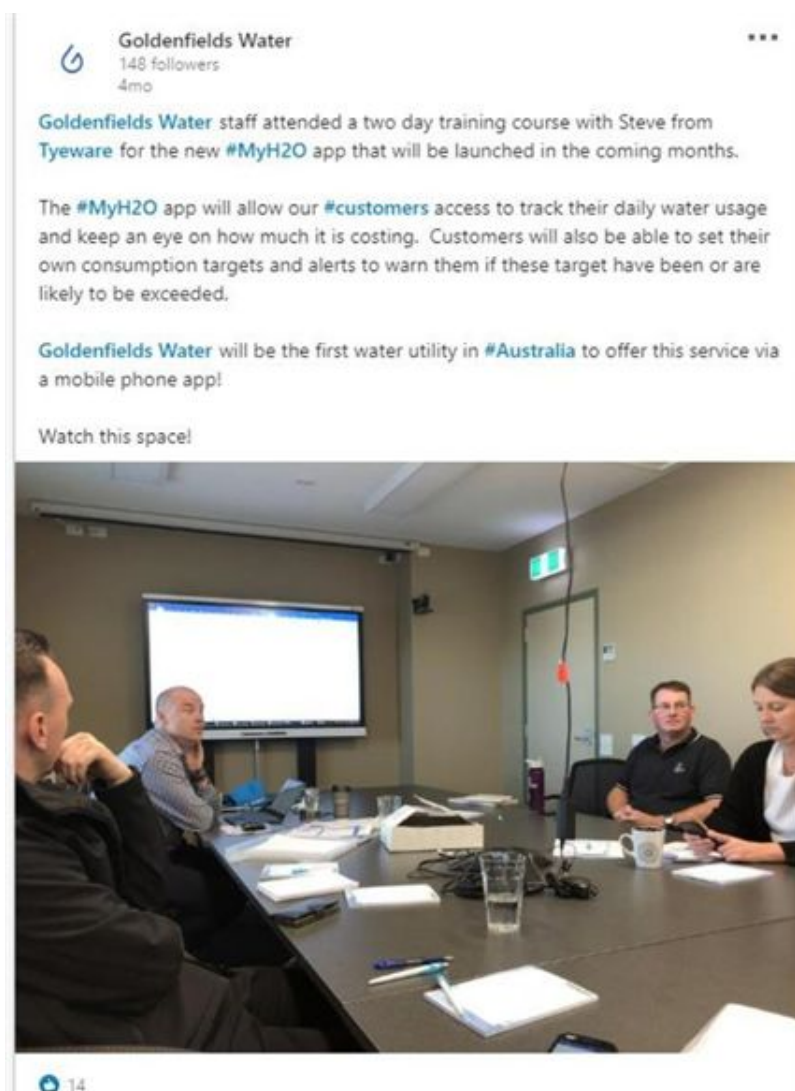
- Total followers – 66
- Number of tweets – 17
- Total Tweet Impressions – 12,699
- Total profile visits – 102
- Page Mentions – 11
- Top Tweet – See below. Resulted in 459 impressions and 8 engagements.



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LinkedIn

- Number of posts –24
- Total followers - 148
- New followers - +3
- Total impressions – 8701
- Total post engagements (likes and clicks) – 93
- Top post – See below. Resulted in 419 impressions, 29 clicks and 10.98 per cent engagement rate.



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Traditional Media

From 1st January 2019 – 30th June 2019, there was 11 media releases delivered through to local print and television media.

Date	Media Release	Coverage
25.1.19	Water Usage Warning	All local newspapers ABC Riverina
15.3.19	A new General Manager for Goldenfields Water announced	All local newspapers
24.4.19	Fill up at Goldenfields Bulk Water Station	All local newspapers
8.5.19	Hilltops Council Discoloured Water	All local newspapers ABC Riverina
9.5.19	Discoloured water in Young	All local newspapers
10.5.19	Capital Works Program a key focus	All local newspapers ABC Riverina
15.5.19	Planned Water Outage for residents located on Schlunkies Road to Newell Highway at Wyalong	All local newspapers
20.5.19	Local students diving into Goldenfields Water's Depth Day	All local newspapers
22.5.19	Goldenfields Water keeps the water flowing in Wyalong	All local newspapers
13.6.19	Goldenfields Water Accountant acknowledged by LG Professionals NSW	All local newspapers
21.6.19	Capital Works progress and success in Sydney for LG Professionals NSW Awards	All local newspapers

FINANCIAL IMPACT STATEMENT

All activities are funded within the operational budget

ATTACHMENTS: Nil

TABLED ITEMS: Nil

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16.4.6. COUNCIL MEETING DATES 2019/20

BOARD RESOLUTION

19/101 RESOLVED on the motion of Crs McGlynn and Sinclair that Council set the meeting schedule as described for the ensuing twelve months.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That Council set the meeting schedule as described for the ensuing twelve months.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Goldenfields Water County Council meetings are held on the fourth Thursday of every second month at the Temora Office, commencing at 10.00am.

REPORT

By reviewing the meeting schedule for the ensuing twelve months at the October meeting each year, a new Council and / or a new Chairperson can revise the meeting schedule after the annual Chair elections have been held.

Goldenfields Water Council meetings are generally held on the fourth Thursday of every second month, commencing at 10.00am.

In order to allow advance public notification of Council meeting dates for the next twelve months, the following program is put forward for consideration:

Friday 13 December 2019, commencing at 10am
Thursday 27 February 2020, commencing at 10am
Thursday 23 April 2020, commencing at 10am
Thursday 25 June 2020, commencing at 10am
Thursday 27 August 2020, commencing at 10am
Thursday 22 October 2020, commencing at 10am

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

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16.4.7. COUNCIL CHRISTMAS FUNCTION

BOARD RESOLUTION

19/102 RESOLVED on the motion of Crs McGlynn and Sinclair that:

- 1. Goldenfields Water hosts a Christmas function at the conclusion of the December Council meeting.**
- 2. The Temora office be closed from 12.00pm Friday 13 December 2019 for the remainder of the day to facilitate the function.**

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That:

1. Goldenfields Water hosts a Christmas function at the conclusion of the December Council meeting.
2. The Temora office be closed from 12.00pm Friday 13 December 2019 for the remainder of the day to facilitate the function.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

08 Highly Skilled and Energetic Workforce

BACKGROUND

Goldenfields Water traditionally hosts a Christmas function for the Board, staff, and their families to acknowledge the efforts of employees over the preceding year.

REPORT

Goldenfields Water December Council meeting is normally held with a Christmas function immediately following its conclusion.

The function will be held on Friday 13 December 2019 commencing 12.30pm at the Temora Bowling Club. Councillors, staff, and families will be invited to attend.

Transportation will be arranged as required for employees whose roles are based outside Temora.

To facilitate the hosting of the Christmas function the office will be closed from 12.00pm Friday 13 December 2019 for the remainder of the day.

FINANCIAL IMPACT STATEMENT

The cost of hosting a Christmas function has been allocated within the budget.

ATTACHMENTS: Nil

TABLED ITEMS: Nil

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16.4.8. OFFICE CLOSURE

BOARD RESOLUTION

19/103 RESOLVED on the motion of Crs McCann and Sinclair that Council endorse the office to be closed commencing Monday 23 December 2019, reopening Monday 6 January 2020.

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That Council endorse the office to be closed commencing Monday 23 December 2019, reopening Monday 6 January 2020.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

08 Highly Skilled and Energetic Workforce

BACKGROUND

Council has previously closed its office for a period of two weeks during the Christmas and New Year Period, with minimal disruption to Council's normal operations.

REPORT

The office closure is proposed to be from Monday 23 December 2019, reopening Monday 6 January 2020.

Benefits are:

- The first week of the New Year is a quiet week for customer interaction,
- Many businesses that Council deals with are closed that week,
- Many staff take advantage of extending their Christmas/New Year break, and
- The additional closure assists annual leave liability management.

Rostered staff will be on call to attend to operational issues (water breaks, breakdowns etc) and for major emergencies key staff will be recalled.

Customers can pay accounts through Australia Post and Bpay facilities.

Notification of the office closure period would be advertised during December.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

17. NEXT MEETING

The next ordinary meeting of Council is due to be held 13 December 2019 at 10.00am.

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18. CLOSE OF BUSINESS

There being no further business requiring the attention of Council the meeting was declared closed at 11:45am

UNCONFIRMED