

**Minutes of the MEETING of GOLDENFIELDS WATER COUNTY COUNCIL held at the
JUGIONG WTP on 28 FEBRUARY 2013**

The meeting commenced at 12.40pm.

PRESENT

Cr P Speirs (Chair), Cr D McCann, Cr J McGregor, Cr K Morris, Cr D Palmer and Cr P Templeton.

ALSO IN ATTENDANCE

Mr T McClellan (Acting General Manager), Mr A Moston (Electrical Services Technical Support Officer), Mr P Goesch (Engineering Officer), Mr C Perry (Manager Distribution and Construction) and Mrs A Coleman (Executive Assistant).

1. APOLOGIES

Apologies for non-attendance were received from Cr A Clinton and Cr C Manchester.

13/001 RESOLVED on the motion of Crs McGregor and Palmer that a leave of absence be granted to Crs Clinton and Manchester.

2. DECLARATION OF PECUNIARY INTERESTS

No interests were declared at this time.

3. CONFIRMATION OF MINUTES OF MEETING HELD ON 21 DECEMBER 2012

13/002 RESOLVED on the motion of Crs McGregor and McCann that the minutes of the meeting held on 21 December 2012 having been circulated and read by members, be confirmed.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PUBLIC ACCESS

No requests for public access were received.

6. NOTICES OF MOTION / RESCISSION MOTION

No notices of motion or rescission motions were received.

7. ADMISSION OF LATE REPORTS

No late reports were received.

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8. CHAIRPERSON'S MINUTE

The Chairperson did not submit a Chairperson's Minute to the meeting.

9.0 GENERAL MANAGER'S REPORTS

9.1 FINANCIAL REPORTS

9.1.1 COUNCIL INVESTMENTS (G35507005)

13/003 RESOLVED on the motion of Crs Templeton and McCann that the report detailing Council Investments as at 31 January 2013 be received and noted.

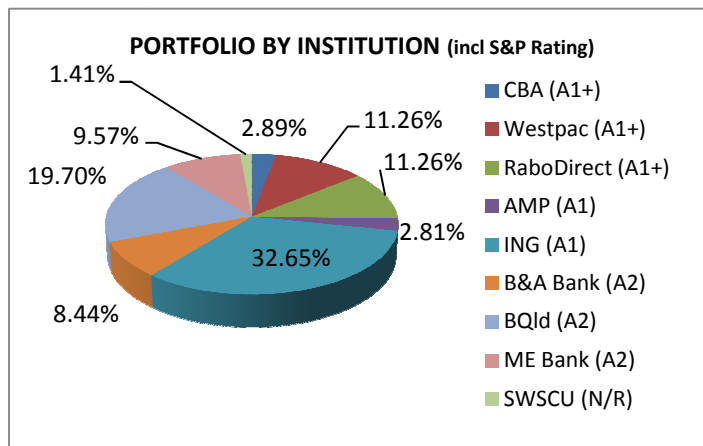
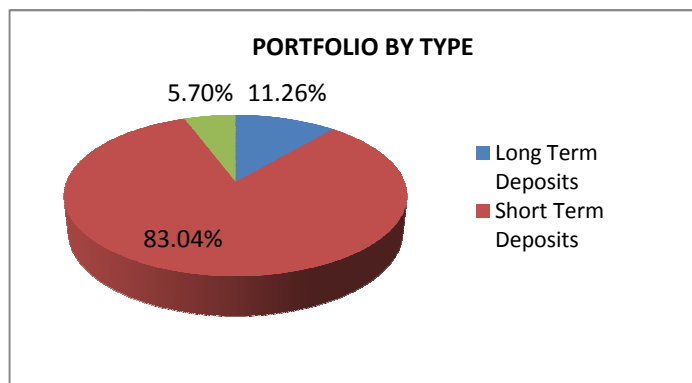
COUNCIL INVESTMENTS (G35507005)

Report prepared by Acting General Manager

This report is presented for information on Council Investments in accordance with clause 212 of the Local Government (General) Regulation 2005. The following details Council Investments as at 31 January 2013:

	Market Value (\$)	Term (days)	Rate	Maturity Date	% of Portfolio
Long Term Deposits	2,000,000.00				11.26%
Westpac Coupon Select Deposit (5yr)	2,000,000.00	3m BBSW+1.3%	4.29%	27/10/15	11.26%
Short Term Deposits (<1 yr)	14,750,000.00				83.04%
ING Bank (Australia) Limited	1,000,000.00	189	5.13%	4/02/13	5.63%
ING Bank (Australia) Limited	1,500,000.00	196	5.22%	20/02/13	8.44%
Members Equity Bank	1,200,000.00	140	4.81%	4/03/13	6.76%
Bank of Queensland	1,000,000.00	112	4.75%	18/03/13	5.63%
Bank of Queensland	1,000,000.00	141	4.65%	2/04/13	5.63%
RaboBank Australia	1,000,000.00	182	4.60%	15/04/13	5.63%
Members Equity Bank	500,000.00	126	4.66%	15/04/13	2.81%
South West Slopes CU	250,000.00	111	4.25%	29/04/13	1.41%
ING Bank (Australia) Limited	1,500,000.00	182	4.68%	29/04/13	8.44%
RaboBank Australia	1,000,000.00	365	5.80%	9/05/13	5.63%
Bank of Queensland	600,000.00	193	4.70%	13/05/13	3.38%
Bendigo & Adelaide Bank Ltd	1,500,000.00	125	4.30%	27/05/13	8.44%
Bank of Queensland	900,000.00	181	4.65%	8/07/13	5.07%
ING Bank (Australia) Limited	1,800,000.00	182	4.45%	22/07/13	10.13%
Cash Deposits	1,013,227.43				5.70%
Commonwealth Bank At Call A/c	250,000.00	At Call	2.95%	N/A	1.41%
AMP Bank At Call A/c	500,000.00	At Call	3.85%	N/A	2.81%
CBA Premium Business A/c	263,227.43	At Call	Various	N/A	1.48%
	17,763,227.43				100.00%

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Movements within Bank account for the reporting period (\$)

Cash Book balance as at 30 November 2012	114,284.03
Plus Deposits	
December	930,990.98
January	3,863,765.70
Less Payments	
December	952,719.79
January	3,739,631.03
 Cash Book balance as at 31 January 2013	 216,689.89
Less Outstanding Deposits	46,260.56
Plus Unpresented Cheques	92,798.10
 Bank balance as at 31 January 2013	 263,227.43

It is hereby certified that the above investments have been secured in accordance with:

- Local Government Act, 1993;
- Local Government (General) Regulation, 2005;
- Investment Order - dated 12 January 2011; and
- Council's Investment Policy (adopted 28/4/2011).

Recommendation

Recommendation made was adopted.

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9.1.2 OUTSTANDING WATER DEBTORS (G35307005)

13/004 RESOLVED on the motion of Crs Palmer and Morris that the report detailing Council's outstanding water debtors as at 31 January 2013 be received and noted.

Report prepared by Acting General Manager

This report is presented for information on Council's outstanding water debtors as at 31 January 2013:

\$'s	Arrears	Interest	Current	Total
Access Charges	60,654.64	9,379.03	518,455.61	588,489.28
Consumption Charges	99,064.42	23,805.39	1,229,536.79	1,352,406.60
Deferred Headworks	272,045.00	7.72	2,520.00	274,572.72
Sub-Totals	431,764.06	33,192.14	1,750,512.40	2,215,468.60
Less Overpayments Received				-123,853.82
Total Outstanding				2,091,614.78
Less Bulk Council Accounts Outstanding				-331,796.95
Less Headworks Accounts Outstanding				-274,572.72
Total Outstanding from Retail Customers				1,485,245.11

It should be noted that these figures include the latest retail accounts issued, with the payment due date being 6 February 2013.

Recommendation

Recommendation made was adopted.

9.1.3 QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2012 (G35201005)

13/005 RESOLVED on the motion of Crs Morris and Templeton that the Quarterly Budget Review Statement for the period ended 31 December 2012 be received and noted with the variations to income and expenditure adopted as the revised Budget estimates for the year ended 30 June 2013.

Report prepared by Acting General Manager

This report is presented to Council to revise estimates of income and expenditure in accordance with clause 203 of the Local Government (General) Regulation 2005. The review is for the quarter ending 31 December 2012 and is attached for Council's consideration.

The report is provided in the format prescribed by the Division of Local Government (DLG). A separate Investments Report has been maintained in its existing format to compliment the Cash and Investments Budget Review Statement contained in the QBRs suite of statements.

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The budget review statement is provided in two formats. The first being by type and reflective of how the end of year Income Statement is reported. The second being by activity as Special Schedule 3 is reported in the Financial Statements.

At the September Review, Council's budgeted Operating Result before Capital Items forecast a loss of \$22,000. The December QBR result, as presented, reflects an increase from that projected at September by \$49,000, resulting in a budgeted surplus result of \$27,000.

Please refer to the attached statements for the specific financial details.

Recommendation

Recommendation made was adopted.

9.1.4 WATER DEBTOR WRITE-OFFS (78157, 73261 & 80092)

13/006 RESOLVED on the motion of Crs Palmer and McGregor that Council:

1. Write off \$865.92 (451kl) from water account 78157, being half the difference between the unusually excessive bill and normal consumption, for lost water beyond the customer's reasonable control;
2. Write off interest of \$1,861.28 from water account 73261 on the undertaking the owner pays the remaining outstanding charges of \$1,682.56 before 30 June 2013. After this date, full developer infrastructure charges will be payable on any reconnection and interest will recommence on any remaining balance; and
3. Write off interest and charges totalling \$333.35 from water account 80092 due to it being uneconomical to recover.

Report prepared by Senior Revenue Officer

Account No.78157

A request has been received for account relief from an elderly residential customer following a water leak at her property. While the house service pipe was being replaced, it is claimed a resultant leak went undetected. It is suggested that the water loss was disappearing down a disused mine shaft.

Council has previously provided 50% relief in circumstances where flood waters washed away sections of a private pipeline, disguising a service break and subsequent water losses went undetected.

Account No.73261

The new owner of a permanently disconnected property has written to Council seeking a resolution of the charges he is now liable for. The account's outstanding charges total \$3,543.84 comprising:

Transferred from RWCC	\$775.08
Access Charges (to 27/03/2003)	802.43
Usage Charges	5.05
Disconnection Fee	100.00

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Interest 1,861.28

When carried over from Riverina Water County Council (RWCC) in June 1999, the account held no property details and only provided partial ownership. A permanent disconnection of the water service for non payment occurred in February 2003.

This property and an adjoining property under the same partial ownership were included in the General Purpose Council's sale of land for overdue rates and charges in April 2006. The property relevant to this water account was subsequently withdrawn from the sale. Apparently the son of the surviving owner, while not liable for the charges, had entered into an arrangement to pay the outstanding rates and charges.

In 2009, GWCC attempted unsuccessfully to contact the surviving owner via the son's postal address. In June 2012 Council received a Notice of Sale (with a purchase price of \$1.00) transferring the property to the son. It is understood this concluded a lengthy legal process after the father's death. Council issued a reminder notice to the new owner in August 2012 when current discussions commenced.

Council has previously written-off outstanding charges on water accounts transferred from RWCC that were either lacking records or the water services should have been disconnected prior to 1999. Council can also waive interest if repayment arrangements are complied with.

The owner is seeking to have the interest written off and the water reconnected. He has been advised that the ten year rule since permanent disconnection is about to lapse. That is, if reconnection is sought after disconnection of greater than ten years, the applicant is up for headworks charges as well the normal reconnection charges.

Account No.80092

The owners of a property permanently disconnected in 2003, at their request, have re-emerged after receiving their latest reminder notice for amounts outstanding.

The amount outstanding totals \$333.35, of which \$146.17 is interest.

The elderly owners are requesting Council to write off the remaining charges.

Recommendation

Recommendation made was adopted.

9.2 WORKS REPORTS

9.2.1 DECEMBER 2012 / JANUARY 2013 (G95507005)

13/007 RESOLVED on the motion of Crs Morris and Templeton that the Works Report for December and January be received and noted.

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Report prepared by Manager Distribution & Construction

Water Losses & Mains Repairs

NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	CONSUMERS AFFECTED	ESTIMATED LOSS (KI)	REASON
		Off	On					
137.	2/12			Binya, Burley Griffin Way	100		4	Split Pipe
138.	3/12			Matong, Deepwater Road	100		20	Split Pipe
139.	3/12			June, Olympic Hwy	150		100	Split Pipe
140.	5/12	9.00	11.00	Barmedman, Queen Street	100	30	20	Other
141.	6/12	9.30	11.45	Temora, Warre Warral Lane	100	1	100	Split Pipe
142.	6/12	11.30	2.30	West Wyalong, Park Street	100		10	Other
143.	8/12			Matong, Matong Street	100		100	Split Pipe
144.	10/12	1.00	2.00	June, Church Street	100		5	Other
145.	10/12			Mirrool, Newell Hwy	100		200	Split Pipe
146.	11/12			Matong, Deepwater Road	100		20	Split Pipe
147.	12/12	2.00	3.30	Ardlethan, Bygoo Road	80		5	Split Pipe
148.	14/12			Weethalle, Kolkilbertoo Road	100		5	Hole In Pipe
149.	14/12			Binya, Euratha Road	100		10	Split Pipe
150.	14/12			Binya, Burley Griffin Way	100		5	Split Pipe
151.	15/12			Binya, Burley Griffin Way	100		1	Split Pipe
152.	17/12			Cootamundra, Blackgate Road	100		10	Split Pipe
153.	17/12			Cootamundra, Olympic Hwy	32		10	Joint Failure
154.	17/12			Naradhan, Main Street	150		50	Split Pipe
155.	17/12			Ungarie, Camp Street	100		50	Split Pipe
156.	17/12			Weethalle, Jansens Lane	80		3	Split Pipe
157.	17/12			Wyalong, Mallee Street	100		30	Split Pipe
158.	17/12			Matong, Delavan Street	100			Split Pipe
159.	19/12			Wyalong, Mallee Street	100		50	Split Pipe
160.	20/12			Marrar, Marrarvale Road	80		5	Split Pipe
161.	20/12			Naradhan, Monia Gap Road	80		5	Split Pipe
162.	22/12			Barmedman, Loftus Street	150		10	Split Pipe
163.	24/12			Cootamundra, Olympic Hwy	100		2	Hole In Pipe
164.	25/12			Barmedman, Mary Gilmore Way	150		100	Other

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NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	CONSUMERS AFFECTED	ESTIMATED LOSS (KI)	REASON
		Off	On					
165.	27/12			Coolamon, Wallace Street	100		5	Split Pipe
166.	27/12			Matong, Deepwater Road	100		5	Split Pipe
167.	27/12			Ganmain, Showground Road	100		5	Split Pipe
168.	27/12	1.00	3.00	Barmedman, Robertson Street	100		5	Joint Failure
169.	28/12			Coolamon, Rannock Road	50		2	Split Pipe
170.	28/12			Binya, Burley Griffin Way	100		5	Split Pipe
171.	29/12			Weethalle, Talleeban Road	100		2	Hole In Pipe
172.	29/12	3.00	6.00	Junee, Wardle Street	100	30	20	Joint Failure
173.	30/12	9.00	11.00	Coolamon, Cowabbie Street	100	5	100	Split Pipe
174.	31/12			Binya, Burley Griffin Way	100		2	Split Pipe
175.	31/12			Matong, Matong Street				Other
176.	31/12	11.00	1.00	Marrar, Marrar Road	50	2	50	Split Pipe
177.	31/12			Junee, Olympic Hwy	80		10	Split Pipe
178.	2/1			Marrar, Marrarvale Road	100		1	Split Pipe
179.	2/1			Marrar, Marrarvale Road	100		1	Split Pipe
180.	3/1	6.00	9.00	Temora, Goldfields Way	100		100	Split Pipe
181.	3/1			Naradhan, Monia Gap Road	80		20	Split Pipe
182.	3/1			Binya, Euratha Road	100		1	Other
183.	5/1			Coolamon, East West 1 Road	100		50	Joint Failure
184.	7/1			Junee, Joffre Street	100		5	Split Pipe
185.	7/1	8.00	9.00	Old Junee, Goldfields Way	150	50	10	Split Pipe
186.	7/1			Weethalle, Youngs Lane	100		10	Split Pipe
187.	7/1	6.30	8.30	Coolamon, Stinson Street	100	4	999	Hole In Pipe
188.	8/1			Cootamundra, Suttons Lane	100		2	Split Pipe
189.	8/1			Cootamundra, Olympic Hwy	100		2	Split Pipe
190.	8/1	9.00	10.00	Illabo, Olympic Hwy	100		5	Other
191.	8/1			Grong Grong, Boree Street	80		100	Split Pipe
192.	9/1			Harden, Jugiong Road	375		200	Hole In Pipe
193.	9/1	1.00	2.00	Marrar, Bussenschutts Lane	50	5	5	Split Pipe
194.	9/1			Ariah Park, Rannock Road	80		5	Split Pipe

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NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	CONSUMERS AFFECTED	ESTIMATED LOSS (KI)	REASON
		Off	On					
195.	11/1			Weethalle, Kolkilbertoo Road	100		10	Hole In Pipe
196.	11/1			Binya, Hillview Road	150		50	Joint Failure
197.	11/1			Marrar, Marrar Road	80		50	Split Pipe
198.	11/1	6.00	9.00	Coolamon, Wade Street	100		50	Split Pipe
199.	11/1			Coolamon, Boundary Road	80			Split Pipe
200.	14/1			Binya, Burley Griffin Way	100		2	Split Pipe
201.	14/1			Temora, Back Mimosa Road	50		5	Joint Failure
202.	14/1	10.00	3.30	Matong, Hamblins Lane	250			Split Pipe
203.	15/1			Naradhan, Monia Gap Road	80		10	Hole In Pipe
204.	15/1	9.00	12.00	Coolamon, Coolamon Ardlethan Road	150	9	999	Hole In Pipe
205.	15/1	9.00	12.00	Eurongilly, Kamerooka Lane	32		5	Split Pipe
206.	16/1			Harden, Jugiong Road	375		200	Hole In Pipe
207.	16/1	10.00	12.00	Matong, Hamblins Lane	250		999	Split Pipe
208.	17/1			Binya, Burley Griffin Way	100		2	Split Pipe
209.	17/1	10.00	2.30	Matong, Hamblins Lane	250		50	Hole In Pipe
210.	18/1	7.00	10.00	Junee, Broadway Street	100	10	500	Hole In Pipe
211.	19/1			Wallenbeen, Hoskins Street	100		2	Split Pipe
212.	21/1			Ungarie, Caroon Street	150		20	Split Pipe
213.	21/1			Temora, Goldfields Way	100		5	Split Pipe
214.	21/1			Temora, Goldfields Way	100		15	Split Pipe
215.	22/1	9.00	10.00	Ganmain, Spring Street	100	50	5	Joint Failure
216.	22/1			Barmedman, Star Lane	50		20	Split Pipe
217.	23/1			Weethalle, Kolkilbertoo Road	100		5	Split Pipe
218.	24/1			Cootamundra, Gundagai Road	50		20	Joint Failure
219.	24/1			Harden, Kingsvale Road	375		2	Joint Failure
220.	24/1			Cootamundra, Blackgate Road	100		2	Split Pipe
221.	29/1			Marrar, Marrarvale Road	80		5	Split Pipe
222.	29/1			Junee, Olympic Hwy	50			Split Pipe
223.	29/1			Cootamundra, Olympic Hwy	100		2	Hole In Pipe
224.	30/1			Temora, Mimosa Street	100		20	Split Pipe

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NUMBER	DATE	TIME		LOCATION	PIPE DIAMETER	CONSUMERS AFFECTED	ESTIMATED LOSS (KI)	REASON
		Off	On					
225.	30/1			Temora, Camp Street	100		20	Joint Failure
226.	31/1	6.45	11.30	Ungarie, Ungarie Street	100		140	Split Pipe
227.	31/1			Binya, Burley Griffin Way	100		10	Split Pipe
228.	10/12			Cootamundra, Blackgate Road	100		5	Hole In Pipe
229.	17/12			Matong, Pine Street	100		50	Split Pipe

Complaints

Water Quality

Dirty Water

11/12/2012	7 Showground Road Ganmain
14/12/2012	8 King Street Temora
18/12/2012	2 DeSalis Drive Junee
17/1/2013	29 Hall Street Ganmain
18/1/2013	Lot 10 Garland Street Coolamon
30/1/2013	Lonsdale Lane Coolamon

Other Problems: Nil.

A total of 6 service difficulty and fault reports were received for December/January.

Construction and Major Maintenance

- Servicing of ACV & PRV and repairs within the scheme.
- Servicing of Pumps within the scheme.
- Jugiong Treatment Plant Maintenance
- Repairs to Daylight Chlorinator pipework (Fabricate and install new stainless steel pipework to replace PVC pipework)
- Vehicle and small plant inspections, Test and Tag.
- Wyalong Pump Station. Removed Pump Motor for 10 yearly service. Cleaned Top and Base
- Fabricated piperack for Temora Depot and erect.

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- General Maintenance Non Pot Scheme – Painting, Spraying, Brush Cutting, Stop Valve, Air Valve, Scour Cylinders.
- Flushed Trunk Main between Ardlethan and Barellan
- Flushed Trunk Main between Aria Park and Tara Pump Station
- Replaced 15m of 150mm ductile in Hoskins Street Temora (Roundabout)
- Paint cylinders Matong Bore Line
- Paint valve lids Junee town retic
- Put cylinders on Cootamundra No.1 offtake.
- Paint cylinders Methol line
- Paint cylinders new line Cowangs-Bauloora

Recommendation

Recommendation made was adopted.

9.2.2 CAPITAL WORKS PROGRESS REPORT (G35201005)

13/008 RESOLVED on the motion of Crs Templeton and Palmer that the report detailing the progress of Council's Capital Works Program as at 31 January 2013 be received and noted.

Report prepared by Acting General Manager

This report is presented for information on the progress of Council's Capital Works Program as at 31 January 2013:

Description	Location	Anticipated Start Date	Anticipated Completion Date	Program Estimate (\$)	Total Expend to Date (\$)	Comment
New System Infrastructure Assets						
Site Acquisition / Construct Radio Facilities	Rosemont Radio Site	1/7/2011	30/6/2012	10,000	0	Completed - awaiting invoice from NSWFB
Site / Easement Acquisition	\$20k opportunistic budget per year	1/7/2012	30/6/2016	20,000	0	On-going
Security Fence	Cowangs Reservoir	1/7/2012	30/6/2013	25,000	0	Quotes to be called
Mains Extension	Loftus St Temora	1/7/2011	30/11/2012	20,000	4,102	In progress
Mains Extension	Barrier St, West Wyalong	1/1/2013	31/3/2013	30,000	4,948	In progress
Additional Storage	Junee	1/7/2011	30/6/2013	3,500,000	97,196	Internal costs to prepare for interconnection. Tender currently being advertised

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Description	Location	Anticipated Start Date	Anticipated Completion Date	Program Estimate (\$)	Total Expend to Date (\$)	Comment
New Inlet Arrangements	Mt Daylight	1/7/2011	30/6/2013	15,000	0	In progress - temp arrangement currently being trialled. To be finalised in the Autumn
Infrastructure Asset Renewals						
Bore Construction	Oura Bores	1/7/2010	30/6/2013	300,000	243	In progress
Depot Upgrade	Cootamundra Depot	1/7/2010	31/10/2012	272,311	276,718	Completed
Office	Temora Office Front Counter Alterations	1/9/2012	31/12/2012	20,000	19,349	Completed
Major Electrical Upgrade	Jugiong No.1 Pump Station	1/7/2009	30/6/2013	2,130,000	1,063,004	In progress. Expected to go online in April
Regrade & Seal Road	Jugiong Treatment Plant	1/7/2012	30/6/2013	42,000	0	Not yet commenced. To be done after Sheet Piling completed
Pump Access - Slab Support	Jugiong Treatment Plant	1/7/2012	30/6/2013	20,000	0	Not yet commenced
Pump Access - Sheet Piling	Jugiong Treatment Plant	1/7/2012	30/6/2013	60,000	8,306	In progress. Designs done
Replace Control System	Jugiong Filtration Plant	2/4/2010	30/6/2013	500,000	304,770	In progress. 90% completed
Mains Replacement	Weethalle towards Barellan	1/7/2012	30/6/2013	175,000	0	Not yet commenced
Mains Replacement	Harefield Rd Junee	1/6/2012	30/6/2013	45,000	14,878	In progress
Mains Replacement	Coursing Park	1/7/2012	30/6/2013	140,000	0	Not yet commenced
Mains Replacement	Junee Gaol	1/7/2012	30/6/2013	35,000	0	Not yet commenced
Mains Replacement	Strathmores to McKenzies Ln	1/7/2012	30/6/2013	50,000	0	Not yet commenced
Mains Replacement	Pattersons Ln	1/7/2012	30/6/2013	27,000	0	Not yet commenced
Mains Replacement	Oura Pump Stn	1/7/2011	31/8/2012	20,000	7,154	In progress
Mains Replacement	Demondrille PS Pipework	16/5/2011	31/8/2012	150,000	172,442	Completed
Mains Replacement	Cowangs to Bauloora	1/4/2010	30/9/2012	17,915,320	17,932,494	Completed - Some minor expenses still outstanding
Reservoirs Painting	Junee Reservoir	1/12/2011	30/6/2013	330,000	1,267	To be moved to 2013/14 after new reservoir completed

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Description	Location	Anticipated Start Date	Anticipated Completion Date	Program Estimate (\$)	Total Expend to Date (\$)	Comment
Reservoir Rehabilitation	Barellan Reservoir	1/7/2012	30/6/2013	250,000	209,073	In progress

Recommendation

Recommendation made was adopted.

9.3.1 WATER PRODUCTION UPDATE (G95809505)

13/009 RESOLVED on the motion of Crs Palmer and McGregor that the report detailing Council's year to date water production status as at 31 January 2013 be received and noted.

Report prepared by Senior Revenue Officer

This report is presented for information on Council's year to date water production status as at 31 January 2013.

The table below provides a dashboard analysis of water production to date, measured against the estimated production figures used to estimate water sales for the year.

The dashboard provides a visual indicator to instantly gauge year to date production against the performance criteria defined in the *Indicator Legend*.

The monitoring of these production figures provide an early indication as to how Council's sales are potentially tracking for the year, given that the bulk of actual sales figures are only available after quarterly meter reads.

Source	Max Extraction	Production Figures through January				
	(Ml)	Prod'n LTD Ave	Est Prod'n	Prod'n YTD	Variance	Indicator
Jugiong	5,590	2,361	2,357	2,262	-95	
Oura	6,000	2,368	2,178	2,411	233	
Mt Arthur	762	307	301	333	33	
Mt Daylight	295	134	120	143	23	
Hylands Bridge	165	91	67	76	9	

Indicator Legend

- Green** Variance is equal to or greater than production estimate
- Amber** Variance is less than 10% below production estimate
- Red** Variance is greater than 10% below production estimate

Oura and the minor sources have seen increases in demand since early December, while Jugiong and Mt Arthur have experienced increases from early January. These demands have continued into the first two weeks of February.

Retail sales for the second quarter were up 7% compared to 2011/12, while bulk sales to the end of January match their 2011/12 YTD volumes.

In providing a forecast, Jugiong may not reach its yearly sales forecast, however this is balanced by stronger demand in Oura and Mt Arthur indicating that the overall 2012/13 water sales estimates are on target.

Recommendation

Recommendation made was adopted.

9.3.2 CODE OF CONDUCT (G40350505)

13/010 RESOLVED on the motion of Crs McGregor and McCann that Council:

1. Adopt a new Code of Conduct and Procedures as per the model supplied by the Division of Local Government;
2. Appoint the Manager Administration to the position of Complaints Coordinator under the new framework and procedures; and
3. Enter into an arrangement with REROC member councils to share a panel of conduct reviewers.

Report prepared by Acting General Manager

A new Model Code of Conduct framework has been issued by the Division of Local Government (DLG), commencing 1 March 2013.

Attached to this report is a copy of the Circular from the DLG and a copy of the summary of keys changes to the Code, as supplied by the DLG.

Previously Council has adopted the model Code as its own Code of Conduct.

Copies of the New Code itself together with administrative procedures are included in the mail out to Councillors as separate attachments to the business paper. Council's customers and members of the public can download these documents directly from DLG's website at www.dlg.nsw.gov.au.

REROC are currently advertising for a regional Code of Conduct Reviewers' Panel that, when established, can be called upon by member councils to inquire into alleged breaches of the Code by the Chairman, Councillors or the General Manager.

Recommendation

Recommendation made was adopted.

9.3.3 PRIVACY MANAGEMENT PLAN (G40350505)

13/011 RESOLVED on the motion of Crs Palmer and McGregor that Council review its current Privacy Management Plan and consider an amended version at its next meeting (2 May 2013).

Report prepared by Acting General Manager

A revised Model Privacy Management Plan has been issued by the Division of Local Government (DLG). Attached is a copy of the Circular from the DLG.

Council adopted its own Privacy Management Plan in December 2009 to comply with legislative requirements at that time. The revised model plan released by the DLG refers to the treatment of a number of different categories of information that can be commonly held by general purpose councils but is generally not held by Goldenfields Water.

Council's current Plan will be reviewed against the DLG's model plan and presented to Council at their next meeting for consideration and adoption.

A copy of the DLG's Model Privacy Management Plan is included in the mail out to Councillors as a separate attachment to the business paper. Council's customers and members of the public can download this document directly from DLG's website at www.dlg.nsw.gov.au.

Council's current Plan is available on Council's website www.gwcc.nsw.gov.au.

Recommendation

Recommendation made was adopted.

**9.3.4 DELEGATIONS UNDER THE PLUMBING AND DRAINAGE ACT 2011
(G45055005)**

13/012 RESOLVED on the motion of Crs McCann and Templeton

1. That Council acknowledges the delegated responsibilities provided in the "Instrument of Delegation" under section 21 of the *Plumbing and Drainage Act 2011* and agrees to act in accordance with the delegation;
2. That Council further acknowledges that this responsibility will automatically be delegated to the General Manager as it is not limited by the general provisions of section 377 of the Local Government Act 1993; and
3. That the Chairman and General Manager be authorised to sign the formal "Acknowledgement of Delegation" under the Common Seal of Council.

Report prepared by Acting General Manager

The Department of Fair Trading has written Council regarding delegations under the new *Plumbing and Drainage Act 2011*; requesting that Council formally accept back responsibilities that were previously functions of councils prior to the commencement of the Act.

Copies of the letter and instrument are attached.

Recommendation

Recommendation made was adopted.

9.3.5 BUSINESS ACTIVITY STRATEGIC PLAN (G05601005)

13/013 RESOLVED on the motion of Crs Palmer and McGregor that

1. the current Business Activity Strategic Plan be endorsed;
2. the following timetable be adopted in order for Council to meet its statutory requirements in preparing and adopting its Delivery Program (2013/17), incorporating its annual Operational Plan and Budget:

Thursday 2 May 2013. Adopt a draft Delivery Program for public display at Council's ordinary meeting.

The draft Delivery Program is placed on public display seeking submissions & comments.

Thursday 27 June 2013. Consideration of submissions and adoption of the Delivery Program (incl Operational Plan) at Council's ordinary meeting.

Report prepared by Acting General Manager

Business Activity Strategic Plan (BASP) Endorsement

In accordance with the Local Government Regulations, a county council is required to review its current Business Activity Strategic Plan before 30 June following a general local government election.

The following is an extract from the Local Government (General) Regulation 2005 that specifically details this requirement:

219 Business activity strategic plan of county council

- (1) A business activity strategic plan is a plan developed and endorsed by a county council that:
 - (a) identifies the main business activity priorities of the council covering a period of at least 10 years from when the plan is endorsed, and
 - (b) establishes strategic objectives together with strategies for achieving those objectives, and
 - (c) has been developed having due regard to the community strategic plans of the county council's constituent councils and in consultation with those councils.
- (2) Following an ordinary election of councillors for the constituent councils of a county council, the county council must review the business activity strategic plan before 30 June following the election. The council may endorse the existing plan, endorse amendments to the existing plan or develop and endorse a new business activity strategic plan, as appropriate to ensure that the council has a business activity strategic plan covering at least the next 10 years.
- (3) Within 28 days after a business activity strategic plan is endorsed, the council must post a copy of the plan on the council's website and provide a copy to the Director-General. A copy of a business activity strategic plan may be provided to the Director-General by notifying the Minister of the appropriate URL link to access the plan on the council's website.

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It is suggested that the current BASP be endorsed with the plan to be reviewed in conjunction with the development of the 2013/17 Delivery Program, 2013/14 Operational Plan and budget.

Planning Timetable

Last year Council re-engineered its BASP to meet the requirements under the new Integrated Planning and Reporting regime. This document also incorporated the 2012/16 Delivery Program and 2012/13 Operational Plan.

As suggested earlier, a review of the BASP could be incorporated into the upcoming planning season.

Council must prepare a new 4 year Delivery Program after each ordinary election detailing the principal activities to be undertaken in implementing the strategies established by its BASP. The new period commences on 1 July following an election.

The Delivery Program is supported by an annual Operational Plan detailing the activities to be engaged in by Council as part of its Delivery Program covering that year and providing a statement of Council's revenue policy for that year.

The draft Delivery Program / Operational Plan must be publicly exhibited for not less than twenty-eight (28) days.

The following timetable is suggested for consideration:

Thursday 2 May 2013. Adopt a draft Delivery Program for public display at Council's ordinary meeting.

The draft Delivery Program is placed on public display seeking submissions & comments.

Thursday 27 June 2013. Consideration of submissions and adoption of the Delivery Program (incl Operational Plan) at Council's ordinary meeting.

In each of the last two years a workshop has been incorporated into the timetable to allow Councillors and Senior Staff to contribute to the plan prior to any formal decisions being made. The aim was to gain a consensus on the financial parameters to be used in the development of financial estimates for inclusion in the draft Operational Plan. No such workshop is considered necessary this year as Council has already resolved its water charges for each of the next three years (Minute No. 12/062). This decision was deemed necessary to provide some direction and stability for customers.

Recommendation

Recommendation made was adopted.

9.3.6 JUNEE RESERVOIR CONSTRUCTION PROJECT (G10057004)

13/014 RESOLVED on the motion of Crs McGregor and Templeton that an extraordinary meeting be held on Thursday 4 April 2013 to consider the tenders for the Junee Reservoir Construction.

Councillors may also have an opportunity to workshop the draft Strategic Plans after the extraordinary meeting.

Report prepared by Engineering Officer

Tenders closing 12 March 2013 have been called for the design and construction of a 30m diameter, 12m high concrete potable water storage reservoir to be constructed on Council's existing reservoir site in Albert Street Junee.

A mandatory pre-tender site meeting was held on 21 February to ensure all perspective tenderers were aware of the tender requirements and to clarify issues. All present were forwarded a copy of the minutes.

Under the Local Government Act 1993, acceptance of tenders cannot be delegated to the General Manager or any other person or body. Council's next meeting is scheduled for 2 May, which will significantly delay the awarding of the contract.

The recommendation proposes to avoid this delay by offering a solution that overcomes this situation. A report and staff recommendation on the tender evaluation will be emailed to all Councillors when finalised, allowing each member the opportunity to advise the Chairman of their concurrence with the recommendation, or otherwise.

Recommendation

Subject to a satisfactory tender evaluation, the Chairman and Deputy Chairman, in consultation with the remainder of Council, be authorised to accept the tender which offers the best value to Council.

The Acting General Manager amended his recommendation for the tenders to be considered at an extraordinary meeting.

9.3.7 ACQUISITION OF BROBENAH RESERVOIR SITE AND ASSOCIATED PIPELINE EASEMENT (G10057015)

13/015 RESOLVED on the motion of Crs Morris and McCann that:

- a. Council proceed with the acquisition of land described as Lot 3 in Deposited Plan 1176726, easement for water supply 6 wide in Deposited Plan 1176726 affecting Lot 2 in DP 562970 (now Lot 4 in DP 1176726) and right of access 10 wide in Deposited Plan 1176726 affecting Lot 2 in DP 562970 for water supply purposes in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.
- b. Council make an application to the Minister and the Governor for approval to acquire by agreement land described as Lot 3 in Deposited Plan 1176726, easement for water supply 6 wide in Deposited Plan 1176726 affecting Lot 2 in DP 562970, and right of access 10 wide in Deposited Plan 1176726 affecting Lot 2 in DP 562970 for water supply purposes under section 186(1) of the *Local Government 1993*.

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- c. That compensation be paid in accordance with the agreement with the owner of \$3,500 plus GST if applicable.
- d. That all minerals be excepted from the acquisition.
- e. Council authorise the execution of all necessary documentation by the Chairman and General Manager.
- f. After acquisition the land be classified as operational in accordance with s31(2) of the Local Government Act 1993.

Report prepared by Engineering Officer

Council constructed the Brobenah Reservoirs and supply pipeline in the mid 1970's, however the acquisition of easements and the land for the reservoir site was not finalised.

Council's property consultants are now finalising the matter and require a current resolution to enable the finalisation of the acquisition of the easements, right of access and site as noted in the resolution.

A section 30 (Just Terms Act) acquisition agreement has been executed by the owner and by Council. The agreed compensation of \$3,500 plus GST is based on the consultant's calculations and Council's standard rate per kilometre.

Recommendation

Recommendation made was adopted.

9.3.8 NEXT MEETING

The next Ordinary Meeting of Council is scheduled to be held on Thursday 2 May 2013 at Council's Temora office commencing at 1.00pm

10. QUESTIONS AND STATEMENTS

In accordance with Section 3.15 of Council's Code of Meeting Practice:

- 1. A Councillor:
 - a) may, through the Chairperson, put a question to another Councillor, and
 - b) may, through the General Manager, put a question to a Council employee.
- 2. However, a Councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to documents.
- 3. The Councillor must put every such question directly, succinctly and without argument.
- 4. The Chairperson must not permit discussion on any reply or refusal to reply to a question put to a Councillor or council employee under this clause.

Cr McGregor raised his concern over the possibilities of amalgamation, suggesting GWCC send delegates to discuss this with Ministers Page and Hodgkinson.

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13/016 RESOLVED on the motion of Crs McGregor and Palmer that Council authorise delegates to meet with Ministers Page and Hodgkinson in relation to the Local Government Review and in particular the potential effects on Water Management.

There being no further business requiring the attention of the Council, the meeting closed at 1.45pm
