

**Minutes of the Meeting of GOLDENFIELDS WATER COUNTY COUNCIL held at
JUGIONG WATER TREATMENT PLANT on 22 June 2017**

The meeting commenced at 1.31pm.

PRESENT

Chairperson C Manchester, Cr B Callow, Cr D McCann, Cr L McGlynn, Cr K Morris,
Deputy Chairperson D Palmer, Cr G Sinclair, Administrator W Tuckerman.

ALSO IN ATTENDANCE

Mr P Rudd (General Manager), Mr G Veneris (Production & Services Manager and
Acting Corporate Services Manager), Mr T Goodyer (Operations Manager), Mrs A
Coleman (Executive Assistant).

1. LEAVE OF ABSENCE/APOLOGIES

Nil

2. ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of
the Land. I would also like to pay respect to their people both past and present and
extend that respect to other Aboriginal Australians who are present.

CONFIDENTIAL SESSION - 1.34 pm

*In accordance with the Local Government Act 1993 and the Local Government (General)
Regulations 2005, in the opinion of the General Manager the following business is of a
kind as referred to in section 10A(2) of the Act and should be dealt with in part of the
meeting closed to the media and public.*

17/033 RESOLVED on the motion of Deputy Chairperson Palmer and Cr McCann that Council
move into CONFIDENTIAL SESSION

3. PRESENTATIONS

*This item is classified CONFIDENTIAL under section 10A(2)(a) of the Local Government
Act 1993, which permits the meeting to be closed to the public for business relating to
the following:*

(a) *personnel matters concerning particular individuals (other than councillors)*

Lloyd Davidson from StateCover presented an overview of workers' compensation
premiums for the 2017/18 financial year.

17/034 RESOLVED on the motion of Cr Morris and Deputy Chairperson Palmer that Council
revert back to Open Session.

OPEN SESSION – 2.20pm

4. DECLARATION OF PECUNIARY INTERESTS

Nil

5. DECLARATION OF NON PECUNIARY INTERESTS

Nil

6. CONFIRMATION OF MINUTES OF MEETINGS HELD ON 27 APRIL 2017

17/035 RESOLVED on the motion of Crs McCann and McGlynn that the minutes of the meetings held on 27 April 2017 having been circulated and read by members be confirmed.

7. BUSINESS ARISING FROM MINUTES

Nil

8. ADMISSION OF LATE REPORTS

17/036 RESOLVED on the motion of Crs McCann and Morris that Council consider the late report of **Developer Services Charges**

9. NOTICES OF MOTION / RESCISSION MOTIONS

Nil

10. CHAIRPERSON'S MINUTE

Nil

11. PUBLIC PARTICIPATION CONFIDENTIAL SESSION

Nil

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12. MATTERS TO BE SUBMITTED TO OPEN COUNCIL

12.1 MATTERS SUBMITTED BY CORPORATE SERVICES MANAGER

12.1.1. COUNCIL INVESTMENTS (G35507005)

17/037 RESOLVED on the motion of Cr Callow and Deputy Chairperson Palmer that the report detailing Council Investments as at 31 May 2017 be received and noted.

Report prepared by Accountant

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. Council's Investment Policy PP-004 - Reporting and Reviewing Investments requires the provision of a report detailing the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and market value.

REPORT

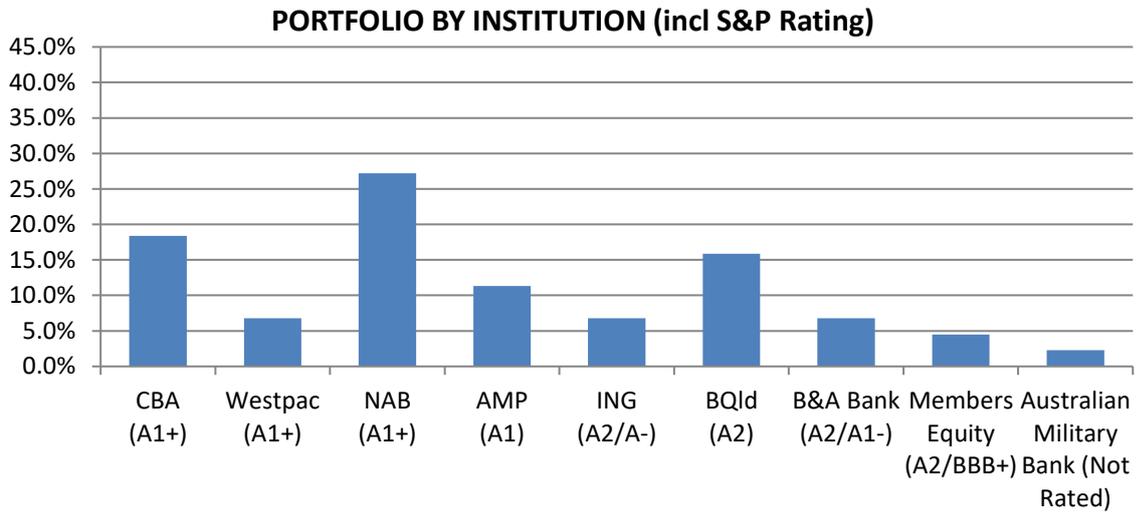
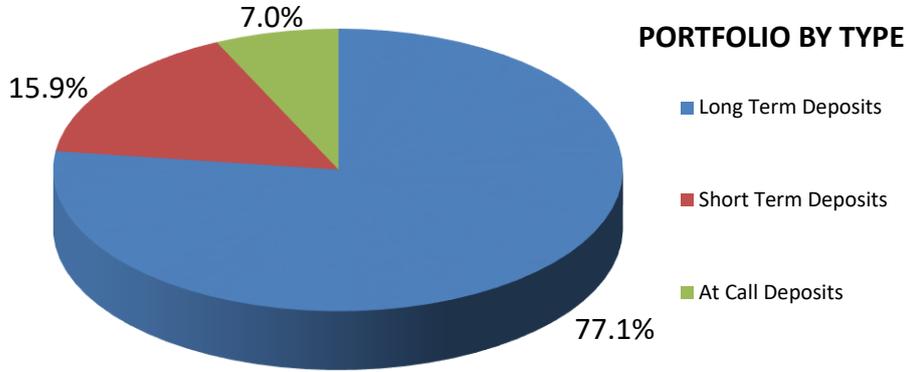
The following details Council Investments as at 31 May 2017:

	Market Value (\$)	Term (days)	Rate	Maturity Date	% of Portfolio
Long Term Deposits	34,000,000.00				77.1%
National Australia Bank	3,000,000.00	1,096	3.73%	05/11/17	6.8%
Bank of Queensland	3,000,000.00	1,098	3.60%	05/12/17	6.8%
National Australia Bank	3,000,000.00	1,097	3.70%	04/12/17	6.8%
AMP	3,000,000.00	1,097	3.40%	19/12/17	6.8%
National Australia Bank	3,000,000.00	1,097	3.57%	08/01/18	6.8%
National Australia Bank	3,000,000.00	1,096	3.36%	12/02/18	6.8%
Commonwealth Bank	3,000,000.00	1,097	3.11%	17/03/18	6.8%
Commonwealth Bank	3,000,000.00	1,096	3.06%	20/04/18	6.8%
Westpac Banking Corporation	3,000,000.00	1,096	3.04%	25/06/18	6.8%
Bank of Queensland	3,000,000.00	1,098	3.00%	29/10/18	6.8%
ING Direct	3,000,000.00	1,098	3.18%	18/03/19	6.8%
Bendigo & Adelaide Bank	1,000,000.00	548	3.00%	1/12/17	2.3%
Short Term Deposits	7,000,000.00				15.9%
Bendigo & Adelaide Bank	1,000,000.00	365	2.97%	31/05/17	2.3%
Bank of Queensland	1,000,000.00	365	2.85%	31/05/17	2.3%
AMP Bank	1,000,000.00	181	3.00%	15/06/17	2.3%
Bendigo & Adelaide Bank	1,000,000.00	365	2.67%	10/08/17	2.3%
Members Equity Bank	2,000,000.00	180	2.77%	11/07/17	4.5%
Australian Military Bank	1,000,000.00	365	2.85%	28/03/18	2.3%
At Call Deposits	3,100,210.00				7.0%
Commonwealth Bank At Call A/c	2,100,000.00	At Call	1.70%	N/A	4.8%
AMP Bank At Call A/c	1,000,210.00	At Call	2.55%	N/A	2.3%
Total Value of Investment Funds	44,100,210.00				100.0%

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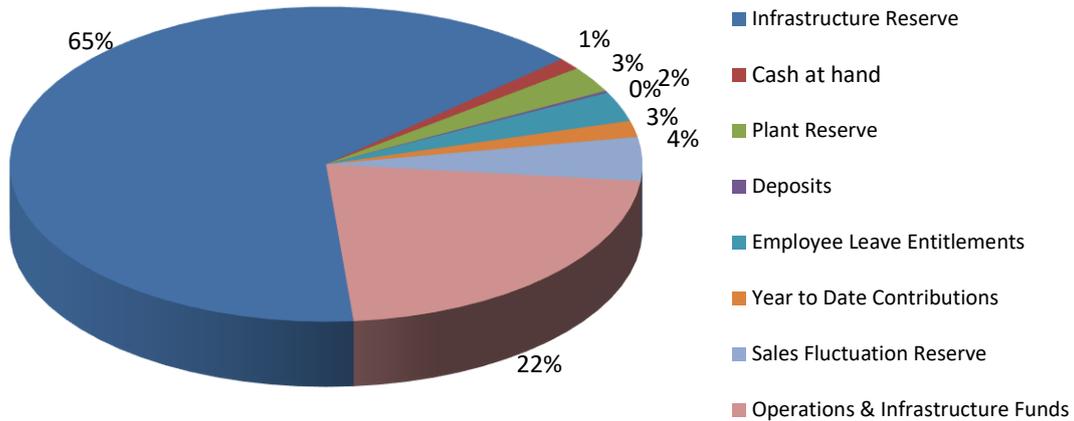
General Manager.....Chairperson.....

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RESERVES & CASH OR CASH EQUIVALENTS



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

Cash Book balance as at 1 February 2017	\$267,515.75
Plus Deposits	
February	\$1,435,519.55
March	\$4,141,901.40
Less Payments	
February	-\$1,451,230.73
March	-\$3,857,953.88
Cash Book balance as at 31 March 2017	\$535,752.09
Less Outstanding Deposits	-\$19,944.58
Plus Unpresented Cheques	\$189,130.41
Bank balance as at 31 March 2017	\$704,937.92

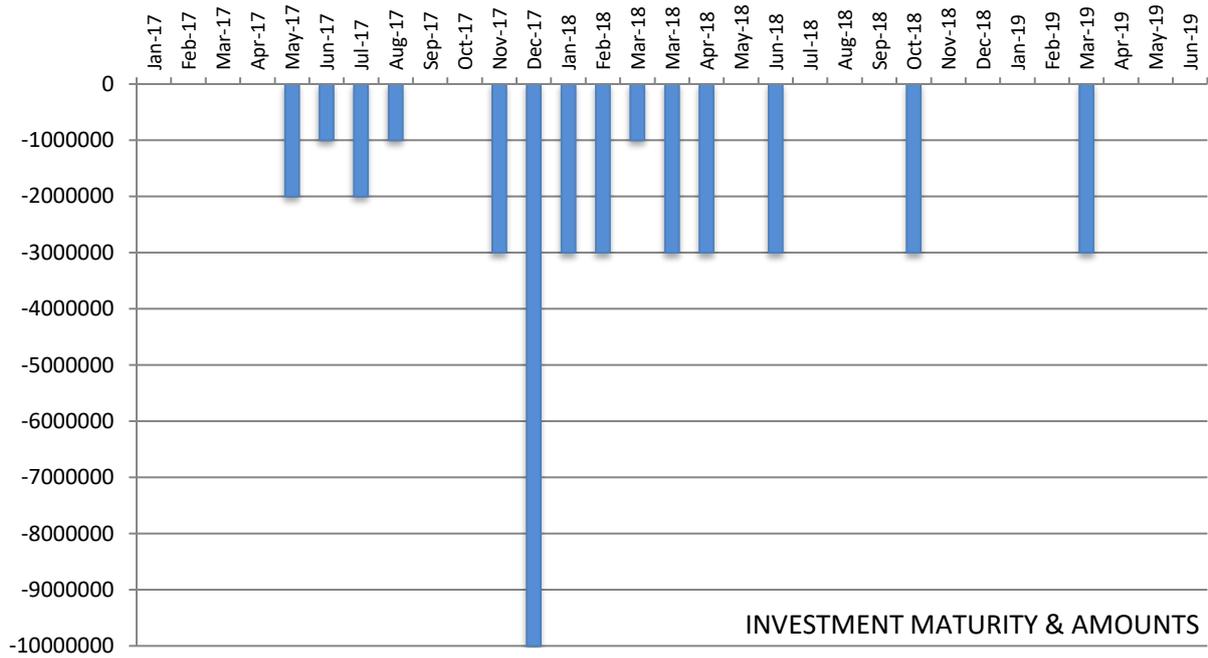
It is hereby certified that the above investments have been secured in accordance with:

- Local Government Act, 1993;
- Local Government (General) Regulation, 2005;
- Investment Order - dated 12 January 2011; and
- Council's Investment Policy PP-004 (adopted 23/6/2016).

Councillors will be aware of Council's Restricted Assets, which will now form part of the report.

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The following table sets out GWCC's investment maturity timetable



Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

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12.1.2. CAPITAL WORKS PROGRESS REPORT (G35201005)

17/038 RESOLVED on the motion of Crs McGlynn and McCann that the report detailing Council's capital works program as at 31 May 2017 be received and noted.

Report prepared by Accountant

BACKGROUND

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

REPORT

This report is presented for information on the progress of Council's Capital Works Program as at 31 May 2017.

Description	2016/17 Estimate	Costing to 31/05/2017
Total New -Water Mains-Developers	\$ 40,000	\$ 45,098
Total New -Water Mains	\$ 120,000	\$ 37,267
Total New System Assets-Reservoirs	\$ -	\$ -
Total New System Assets-Pumping Stations	\$ 296,000	\$ 152
Total New System Assets-Treatment	\$ 136,900	\$ 34,445
Total New System Assets-Bores	\$ 400,000	\$ 358,385
Total New System Assets-Services-Meters	\$ 125,000	\$ 66,190
Total New System Assets - Backflow	\$ 45,000	\$ 51,017
Total New Plant & Equipment	\$ 155,000	\$ 38,427
Total New Intangibles	\$ 116,955	\$ 97,313
Total New Assets-Buildings	\$ -	\$ -
Temora Workshop	\$ 1,146,494	\$ 386,513
Capital New Land & Buildings	\$ 460,000	\$ 152,705
Total New Capital	\$ 3,041,349	\$ 1,267,512
Total New System Assets-Mandamah Stage 1	\$ 2,000,000	\$ 171,774
Total New Capital (incl Mandamah)	\$ 5,041,349	\$ 1,439,286
Total Renewals Mains	\$ 844,200	\$ 453,055
Total Renewals Reservoirs	\$ 40,000	\$ 3,773
Total Renewals Pump Stations	\$ 1,232,500	\$ 257,388
Total Renewals Treatment	\$ 39,500	\$ 44,993
Total Renewals Bores	\$ 250,000	\$ 230,560
Total Renewals Services Meters-Taggles	\$ 145,000	\$ 69,873
Total Renewals Plant and Equipment	\$ 336,700	\$ 135,393
Total Renewals-Buildings	\$ 224,600	\$ 80,607
Total Capital Renewals	\$ 3,073,000	\$ 1,275,642
Total Plant Purchases	\$ 650,000	\$ 1,308,323

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

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Total Plant Sales		-\$ 580,000		-\$ 502,372
Total Plant Purchased & Sold		\$ 70,000		\$ 805,951
Grand Total		\$ 8,184,349		\$ 4,034,580
Description	2016/17 Estimate	Costing to 31/05/2017	Progress %	Commentary
New System Assets-Mains Developer Paid				
Commissioning Developer Provided Mains	\$ 40,000	\$ -	na	Overarching budget
Capital New Developer Design - GWCC	\$ -	\$ 3,775	na	
Mains Temora- Gallopli & James Streets	\$ -	\$ 22,452	100%	Job Completed
Mains Aria Park Cut In & Mains Extension	\$ -	\$ 696	100%	Job Completed 2016 Financial Year. Invoices received in new Financial Year
Mains West Wyalong Evans Street	\$ -	\$ 199	100%	Job Completed 2016 Financial Year. Invoices received in new Financial Year
Mains Coolamon Mirrool Wallace Road	\$ -	\$ 6,656	100%	Job Completed
Mains Temora Tewkesbury	\$ -	\$ 548	100%	Job Completed 2016 Financial Year. Invoices received in new Financial Year
Mains Coolamon Wallace Street	\$ -	\$ 13,038	100%	Job Completed
Mains Rannock Road & Campbells Lane	\$ -	\$ 106,028		
Water Mains-Developers	\$ 40,000	\$ 153,392		
New System Assets-Mains				
Easement Compensation	\$ 20,000	\$ 1,315	na	Not project based capital works
Total New Mains To be Determined	\$ 100,000	\$ -	na	Overarching budget
Aria Park Fill Station Aria Park	\$ -	\$ 10,986	100%	Job Completed
Aria Park Mains Extension to relocate Fill station	\$ -	\$ 23,433	100%	Job Completed
Total New -Water Mains	\$ 120,000	\$ 35,734		
Capital Renewals-Mains				
Total Renewals- To be Determined	\$ 300,000	\$ -	na	Overarching budget
Total Mains Renewal Investigations	\$ -	\$ 1,326		
Total - West Wyalong Stadium Main	\$ -	\$ 11,786	100%	Job Completed
Total - Wallace Street GSE Correction	\$ -	\$ 19,500	100%	Job Completed
Total Wyalong-Showground Road RMS Stage 2	\$ -	\$ 6,049	100%	Job Completed
Total Wyalong-Showground Road RMS Stage 3	\$ -	\$ 55,606	100%	Job Completed
Total Wyalong-Showground Road RMS Stage 4	\$ -	\$ 80,502	100%	Job Completed
Total Compton Rd & Neeld Street	\$ -	\$ 109,292	100%	Job Completed
Total Capital Renewals - Mains	\$ 300,000	\$ 284,061		
Cootamundra - Temora Road				
Total Cootamundra-Temora Road	\$ 60,500	\$ -	0%	Job not yet commenced
Total Cootamundra-Temora Road	\$ 60,500	\$ -		
Weethalle Fishers Lane				
Total Weethalle Fishers Lane	\$ 483,700	\$ 168,994	100%	Job Completed
Total Weethalle Fishers Lane	\$ 483,700	\$ 168,994		

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.1.3 DEVELOPER SERVICES CHARGES (G95881005)

17/039 RESOLVED on the motion of Deputy Chairperson Palmer and Cr McCann that Council:

1. Approve Council staff to commence discussions with constituent councils for them to put in place procedures necessary to support Goldenfields Water's use of VPAs in the planning process.
2. Maintain existing Developer Service Charges without any indexation until a new Developer Servicing Plan has been resolved.
3. Receive a further workshop on the results of the discussions with constituent Councils and consider a proposed template VPA for use by Goldenfields Water.

Report prepared by Production and Services Manager

BACKGROUND

As per the associated workshop and the subsequent report provided to the April 2017 Council Meeting, Council resolved to:

1. Adopt a program under s356 for inclusion in the Development Servicing Plan.
2. Offer a 50% reduction of the Developer Services Charge subject to financial assessments.
3. Develop a policy around the future Development Servicing Plan.

REPORT

Since the April Council Meeting, staff have assessed the ability of flexibility in levying developer services charges for commercial and industrial development applications. Staff have sought legal advice as well as reviewed the implementation guidelines provided under DPI Water's Best Practice Management.

Staff previously discussed with Council, the ability to allow potential commercial and industrial developments to make an application via a section 356 donation with the implementation of a new donation policy.

Council staff now believe the most appropriate process for reviewing individual industrial and/or commercial applications on behalf of Goldenfields Water is via the implementation of Voluntary Planning Agreements (VPAs).

This process would allow both the Council and potential developers to investigate and agree on the implementation and staging of appropriate developer charges associated with actual impacts on our system and still remain compliant under best practice management obligations. This process will negate the need to implement commercial and industrial charges under s64 of the Local Government Act 1993 and s306 of the Water Management Act 2000 via the generic mechanism currently applied under the existing Development Servicing Plan (DSP).

Usually a VPA is triggered and conditioned via a General Purpose Council at the time of a development application. Legal advice recently sought has provided staff with the confidence that a County Council (Water Authority) can instigate VPA's as part of any

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request made by a person to connect to the water supply system where a certificate of compliance under s306 of the Water Management Act is sought from the Council in connection with the carrying out of development. Such development includes building works, subdivision and change of use.

Concerns have been raised over Goldenfields Water's current DSP and associated charges via constituent councils and the need for fast tracking a review and development of a new DSP for transparency and flexibility purposes will be prioritised.

The introduction of VPA's will only be effective if the constituent Council's agree to put in place procedures necessary to support Goldenfields Water's use of VPAs in the planning process. Failure of constituent Council's to help in this regard will require the levying of developer charges as per existing conditions by Goldenfields Water.

It is proposed that Staff will commence the development of a new DSP once the IWCM project has been finalised in the 2017/18 financial year. Constituent Councils are included within the IWCM project as Project Reference Group members and will have the ability to raise any concerns through that process.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

Council currently estimates that developer charge income is \$450,000 - \$950,000 per annum. Income is solely dependent on development and fluctuates accordingly.

RECOMMENDATION

Recommendation made was adopted.

12.2 MATTERS SUBMITTED BY THE GENERAL MANAGER

12.2.1. COMPLAINTS MANAGEMENT POLICY (G40350505)

17/040 RESOLVED on the motion of Crs Callow and Sinclair that Council endorses PP020 Complaints Management Policy.

Report prepared by HR Coordinator

BACKGROUND

PP020 Complaints Management Policy establishes an effective complaints management system in accordance with the best practice model as provided by the NSW Ombudsman.

REPORT

PP020 Complaints Management Policy sets a complaints management system which ensures complaints regarding Goldenfields Water County Council are received, recorded and resolved in a timely and appropriate manner and dealt with fairly and impartially.

Attachments: PP020 Complaints Management Policy

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.2.2. INTERNAL REPORTING POLICY (G40350505)

17/041 RESOLVED on the motion of Crs McGlynn and Sinclair that Council endorses PP021 Internal Reporting Policy.

Report prepared by HR Coordinator

BACKGROUND

PP021 Internal Reporting Policy establishes an internal reporting system for staff and Board Members to report a public interest issue in accordance with the Public Interest Disclosures Act 1994 (PID Act).

REPORT

In accordance with the PID Act, Goldenfields Water County Council (Council) is required to establish an internal reporting system which allows staff and Board Member to report wrongdoing without fear of reprisal. PP021 Internal Reporting Policy sets out Council's internal reporting process and the responsibilities of all relevant parties as required under the legislation.

Attachments: PP021 Internal Reporting Policy

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.2.3. EQUAL EMPLOYMENT OPPORTUNITY POLICY (G40350505)

17/042 RESOLVED on the motion of Crs Callow and McCann that Council endorses PP017 Equal Employment Opportunity Policy.

Report prepared by HR Coordinator

BACKGROUND

Goldenfields Water County Council (Council) has a legislative obligation to ensure the principles of equal employment opportunity and anti-discrimination are promoted and adhered to in the workplace.

REPORT

In accordance with the Local Government Act 1993, PP017 Equal Employment Opportunity shall demonstrate Councils commitment to the principles of equal employment opportunity and anti-discrimination.

Attachments: PP017 Equal Employment Opportunity Policy

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.2.4. ADOPTION CODE OF MEETING PRACTICE (G05601005)

17/043 RESOLVED on the motion of Administrator Tuckerman and Cr Callow that Council adopts the Code of Meeting Practice.

Report prepared by General Manager

BACKGROUND

Chapter 12 Part 2 Division 1 of the Local Government Act 1993 advises on the preparation, public notice and exhibition of Councils Draft Code of Meeting Practice

REPORT

In accordance with legislative requirements the Draft Code of Meeting Practice has been on public exhibition for 28 days with submissions open for 42 days. No submissions have been received.

The Code of Meeting Practice is now re-presented to Council for adoption.

Attachments: Nil

Tabled Items: Code of Meeting Practice

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

**12.2.5. ADOPTION 2017-2021 DELIVERY PROGRAM AND 2017-2018
OPERATIONAL PLAN (G05601005)**

17/044 RESOLVED on the motion of Crs McCann and Sinclair that Council

1. Adopts the 2017 to 2021 Delivery Program
2. Adopts the 2017-2018 Operational Plan

Report prepared by General Manager

BACKGROUND

Section 404 of the Local Government Act 1993 requires the establishment of a new 4 year delivery program after each ordinary election and for the Draft plan to be placed on public exhibition for a period of 28 days.

Section 405 of the Local Government Act 1993 requires an operational plan to be adopted before the beginning of each year and for the Draft plan to be placed on public exhibition for a period of 28 days.

REPORT

In accordance with legislative requirements the Draft 2017 - 2021 Delivery Program and the 2017 - 2018 Operational Plan have been on public exhibition for 28 days. No submissions have been received.

The 2017 - 2021 Delivery Program and the 2017 - 2018 Operational Plan are now re-presented to Council for adoption.

Attachments: Nil

Tabled Items: Draft 2017 to 2021 Delivery Program

Draft 2017 – 2018 Operational Plan

FINANCIAL IMPACT STATEMENT

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

RECOMMENDATION

Recommendation made was adopted.

12.2.6. LGNSW WATER MANAGEMENT CONFERENCE (G40151005)

17/045 RESOLVED on the motion of Deputy Chairperson Palmer and Cr Callow that Council endorse Chairperson Manchester, Deputy Chairperson Palmer, Cr McCann and the General Manager to attend the LGNSW Water Management Conference.

Report prepared by General Manager

BACKGROUND

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

REPORT

The Local Government NSW Water Management Conference will be held at Dubbo on Monday 4 September 2017 to Wednesday 6 September 2017.

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

In past years the General Manager and a member/s of the board have attended this event.

Attachments: Nil

Tabled Items: Nil

FINANCIAL IMPACT STATEMENT

The recommendation does not impact on Council's financial position

RECOMMENDATION

Recommendation made was adopted.

14. NEXT MEETING

The next ordinary meeting of Council is scheduled to be held on Thursday 24 August 2017 commencing at 1.00pm.

15. QUESTIONS & STATEMENTS

Cr McCann sought and was provided information regarding the status of the Mandamah Project.

Cr McGlynn sought and was provided further information regarding the Mandamah Project.

Deputy Chairperson Palmer sought and was provided an explanation on the lateness of the customer accounts and the status of outstanding debtors.

Cr Morris sought and was provided an update on water connection at Barellan Aged Care facility.

Cr Callow thanked the General Manager and the Chairperson for meeting with Juneec Shire Council, the feedback was very positive.

There being no further business requiring the attention of Council the meeting was closed at 3.10 pm.
