

- 1. LEAVE OF ABSENCE/APOLOGIES**
- 2. ACKNOWLEDGEMENT OF COUNTRY**
- 3. PRESENTATIONS**
- 4. DECLARATION OF PECUNIARY INTERESTS**
- 5. DECLARATION OF NON PECUNIARY INTERESTS**
- 6. CONFIRMATION OF MINUTES**
- 7. BUSINESS ARISING FROM MINUTES**
- 8. CORRESPONDENCE**
- 9. MATTERS OF URGENCY**
- 10. NOTICES OF MOTION/RESCISSION MOTIONS**
- 11. CHAIRPERSONS MINUTE**
- 12. PUBLIC PARTICIPATION – CONFIDENTIAL SESSION**
- 13. MATTERS TO BE SUBMITTED TO CONFIDENTIAL SESSION**
 - 13.1. MATTERS SUBMITTED BY ENGINEERING MANAGER**
 - 13.1.1. Matong Production Bore Construction – Contract 01/2020**
 - 13.1.2. Rosehill Update and Acquisition**
 - 13.1.3. Rosehill Pipeline Construction Contract**
- 14. MATTERS TO BE SUBMITTED TO OPEN COUNCIL**
 - 14.1. MATTERS SUBMITTED BY CORPORATE SERVICES MANAGER**
 - 14.1.1. Council Investments**

14.1.2. Progress Report – Capital Works Expenditure

14.1.3. Audit Risk and Improvement Committee

14.1.4. Quarterly Budget Review 31 March 2020

14.1.5. Investment Policy

14.1.6. Water Billing Concessions COVID-19

14.2. MATTERS SUBMITTED BY OPERATIONS MANAGER

14.2.1. Mandamah Stage 2 Construction Report

14.2.2. Valve Maintenance Program

**14.3. MATTERS SUBMITTED BY PRODUCTION AND SERVICES
MANAGER**

14.3.1. Water Production Report

14.4. MATTERS SUBMITTED BY THE GENERAL MANAGER

14.4.1. Work Health and Safety Policy

14.4.2. Goldenfields Enterprise Award 2020

14.4.3. Draft Operational Plan 2020/2021

15. NEXT MEETING

16. CLOSE OF BUSINESS

Welcome to the April 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.

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.

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

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 21 February 2020 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.

ADMISSION OF LATE REPORTS

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.

PUBLIC PARTICIPATION - CONFIDENTIAL SESSION

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.

It is recommended that Council move into CONFIDENTIAL SESSION.

MATONG PRODUCTION BORE CONSTRUCTION – CONTRACT 01/2020

*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**

ROSEHILL UPDATE AND ACQUISITION

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

c) Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct business)

ROSEHILL PIPELINE CONSTRUCTION CONTRACT

*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*

EXITING CONFIDENTIAL

There being no further confidential items it is recommended that Council revert back to Open Session and that the resolutions made in Confidential Session be made public.

The General Manager is to read out any resolutions made in Confidential Session.

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

COUNCIL INVESTMENTS

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council Investments as at 31st March 2020 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 \$3,250,000 from \$51,000,000 as at 31st January 2020 to \$54,250,000 as at 31st March 2020. The increase is mainly attributable to water sales income being received from the December 2019 quarterly accounts.

Investment Portfolio

Type	Rating	Issuer	Frequency	Purchase	Maturity	Days	Rate	Benchmark*	Principal
TD	A-	Macquarie Bank	At Maturity	10/12/2019	7/04/2020	119	1.60	0.99	\$3,000,000
TD	BBB+	AMP Bank	Annual	16/05/2019	15/05/2020	365	2.35	0.99	\$1,000,000
TD	BBB+	AMP Bank	At Maturity	12/11/2019	12/05/2020	182	1.80	0.80	\$1,000,000
TD	BBB+	AMP Bank	At Maturity	12/11/2019	12/05/2020	182	1.80	0.80	\$2,000,000
FRTD	BBB	Newcastle Permanent	Quarterly	8/06/2017	9/06/2020	1097	3.21	0.69	\$2,000,000
TD	BBB	Auswide Bank	At Maturity	20/06/2018	22/06/2020	733	3.00	0.99	\$1,000,000
TD	AA-	Westpac	Annual	12/07/2017	13/07/2020	1097	3.01	0.99	\$2,000,000
TD	A	ING Direct	Annual	20/12/2019	5/08/2020	229	1.60	0.99	\$3,000,000
TD	A-	Macquarie Bank	At Maturity	27/02/2020	10/09/2020	196	1.60	0.99	\$2,000,000
TD	AA-	Westpac	Quarterly	25/09/2017	28/09/2020	1099	3.06	0.99	\$1,000,000
TD	BBB+	BOQ	Annual	7/11/2017	9/11/2020	1098	3.00	0.99	\$3,000,000
TD	BBB+	Rural Bank	Annual	6/12/2017	7/12/2020	1097	2.95	0.99	\$3,000,000
TD	A-	Macquarie Bank	At Maturity	17/03/2020	16/12/2020	274	1.60	0.80	\$4,000,000
TD	BBB+	Rural Bank	Annual	9/01/2018	11/01/2021	1098	3.10	0.99	\$3,000,000
TD	AA-	National Australia Bank	At Maturity	14/02/2020	16/02/2021	368	1.50	0.99	\$3,000,000
TD	NR	Police Credit Union SA	Annual	21/03/2018	22/03/2021	1097	3.15	0.99	\$2,000,000
TD	BBB+	AMP Bank	At Maturity	19/03/2020	25/03/2021	371	1.80	0.99	\$2,000,000
TD	NR	Australian Military Bank	Annual	29/03/2018	29/03/2021	1096	3.20	0.99	\$1,000,000
TD	AA-	Westpac	Quarterly	24/04/2018	27/04/2021	1099	3.13	0.99	\$3,000,000
TD	BBB	P&N Bank	Annual	27/06/2018	28/06/2021	1097	3.15	0.99	\$3,000,000
TD	BBB+	BOQ	Annual	12/07/2017	12/07/2021	1461	3.45	0.99	\$2,000,000
TD	BBB+	BOQ	Annual	29/10/2018	29/10/2021	1096	3.00	0.99	\$3,000,000
TD	BBB+	BOQ	Annual	12/07/2018	12/07/2022	1461	3.50	0.99	\$1,000,000
CASH	BBB	ME	Monthly				0.85	0.25	\$2,000,000
CASH	AA-	CBA	Monthly				0.45	0.25	\$1,250,000
TOTAL:									\$54,250,000

*Benchmarks

On Call - RBA Cash

Floating Rate Deposit - 3m BBSW

Term Deposit - BBSW

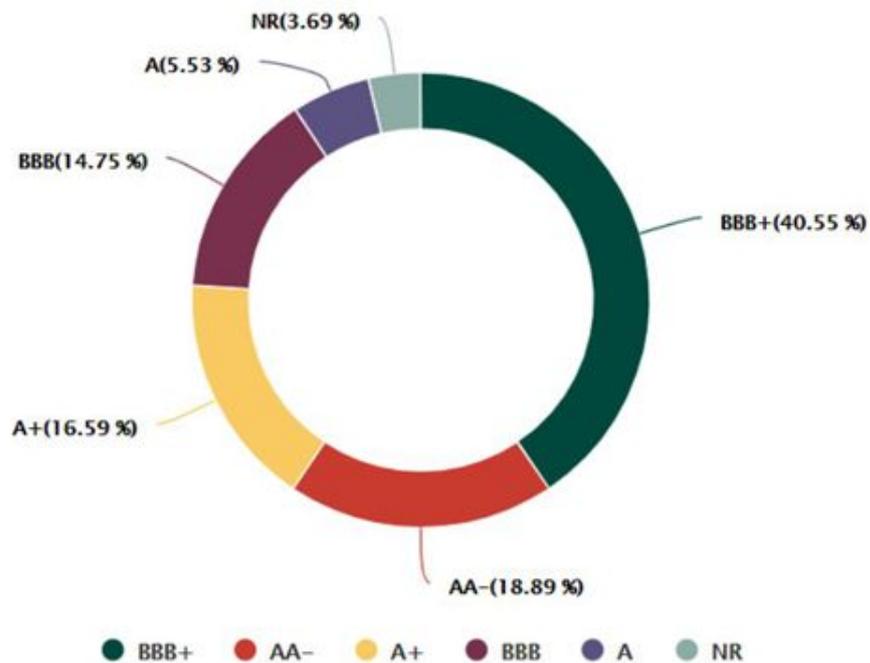
GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

Performance

Goldenfields Water County Council’s investment portfolio outperformed the relevant BBSW Index benchmark by 170%. The average weighted yield for March was 2.23%, over an average weighted term of 251 days, with a benchmark of 0.90 %. This strong performance continues to be driven by those deposits still yielding above 3% pa.

Total Cost 54,250,000	Total Accrued Interest 815,221	Weighted Average Term 255 Days
Total Value 54,250,000	Monthly Accrued Interest 95,406	Weighted Average Yield 2.23%

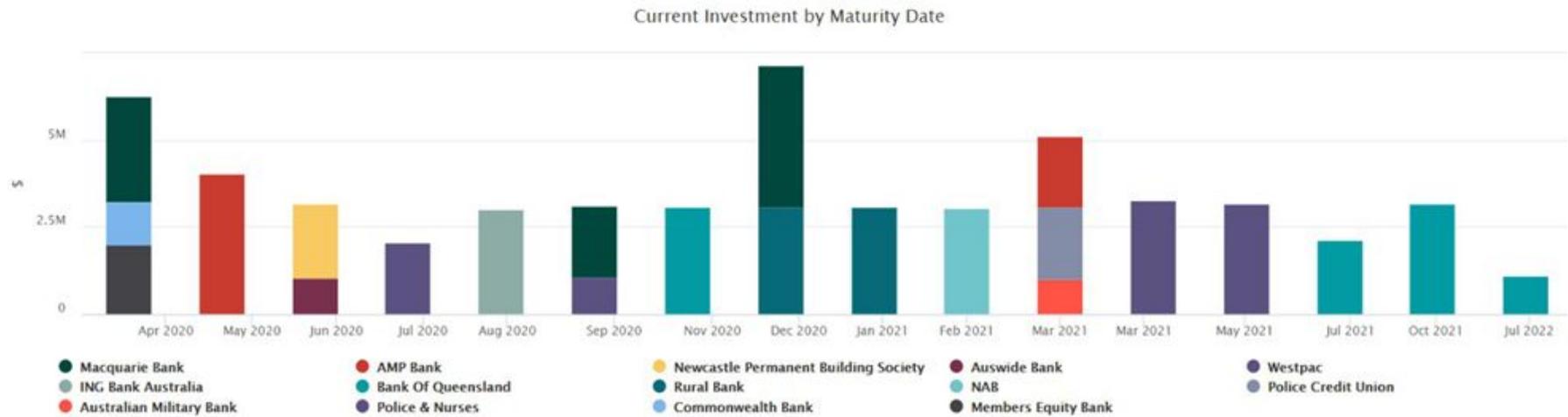
Long Term Credit Rating



GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

Term to Maturity

Council's investment portfolio maturities shown graphically below:

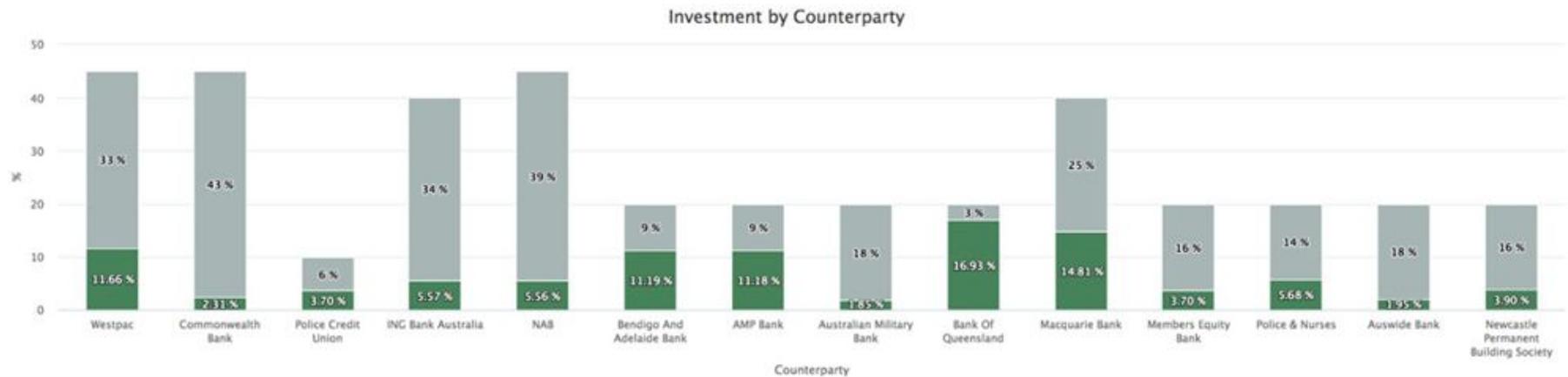


GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

Counter Party Compliance

As at the end of March, 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.



GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

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:	12,991,000
TOTAL	54,250,000

FINANCIAL IMPACT STATEMENT

Council's investment portfolio increased by \$3,250,000 from \$51,000,000 as at 31st January 2020 to \$54,250,000 as at 31st March 2020.

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
Responsible Accounting Officer

ATTACHMENTS: Nil.**TABLED ITEMS:** Nil.

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

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 31 March 2020 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 31 March 2020.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Capital Works Progress Report as at 31 March 2020

TABLED ITEMS: Nil.

Goldenfields Water County Council CAPITAL WORKS PROGRESS											
AS AT 31st MARCH 2020	ORIGINAL BUDGET 2019/20	2018/19 CARRYOVERS & REVOTES	QBR SEP 2019/20	QBR DEC 2019/20	QBR MAR 2019/20	CURRENT BUDGET 2019/20	ACTUAL YTD	COMMITTED YTD	TOTAL ACTUAL & COMMITTED YTD	VARIANCE YTD	% ACTUAL TO BUDGET
CAPITAL INCOME:	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	%
Asset Sales	(473,700)	-	-	-	(213,500)	(687,200)	(542,787)	-	(542,787)		
CAPITAL EXPENDITURE											
NEW SYSTEM ASSETS:	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	%
Plant & Equipment New	243,000	-	40,000	25,000	33,000	341,000	335,445	5,290	340,735	265	100%
IT Equipment	100,000	-	-	-	(65,000)	35,000	473	34,335	34,807	193	99%
Intangibles	100,000	-	-	-	(100,000)	-	-	-	-	-	0%
Land & Buildings	150,000	-	-	(100,000)	-	50,000	24,083	-	24,083	25,917	48%
Developer Paid Mains	40,000	-	-	-	80,000	120,000	80,460	2,373	82,833	37,167	69%
Mains	1,850,000	-	-	140,000	(403,000)	1,587,000	1,233,780	138,664	1,372,444	214,556	86%
Backflow Devices	750,000	-	-	(250,000)	(70,000)	430,000	190,965	94,290	285,255	144,745	66%
Pump Stations	-	-	-	-	136,000	136,000	113,628	21,873	135,501	499	100%
Reservoirs	-	-	-	-	17,000	17,000	8,206	8,133	16,339	661	96%
SCADA	-	-	550,000	150,000	-	700,000	617,505	462,671	1,080,176	(380,176)	154%
TOTAL NEW SYSTEM ASSETS:	3,233,000	-	590,000	(35,000)	(372,000)	3,416,000	2,604,546	767,628	3,372,173	43,827	99%
RENEWALS:	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	%
Future Capital Project Investigations	250,000	-	(10,000)	-	100,000	340,000	63,107	226,687	289,794	50,206	85%
Plant & Equipment Replacement	888,000	-	10,000	-	245,000	1,143,000	856,382	187,119	1,043,501	99,499	91%
IT Equipment	50,000	-	-	-	11,000	61,000	10,923	14,590	25,513	35,487	42%
Office Equipment	10,000	-	-	-	-	10,000	-	-	-	10,000	0%
Intangibles	50,000	-	-	-	(50,000)	-	-	-	-	-	0%
Land & Buildings	150,000	-	-	-	-	150,000	10,346	11,090	21,436	128,564	14%
Mains - Renewal & Replacement	3,200,000	-	-	-	(1,830,000)	1,370,000	600,299	284,247	884,546	485,454	65%
Meter and Taggle Renewal	170,000	-	-	-	(130,000)	40,000	31,792	-	31,792	8,208	79%
Service Renewals	45,000	-	-	35,000	-	80,000	86,555	-	86,555	(6,555)	108%
Water Treatment Plant	1,000,000	-	-	-	(250,000)	750,000	230,664	479,107	709,771	40,229	95%
Pump Stations	1,725,000	-	-	-	(630,000)	1,095,000	418,445	490,543	908,988	186,012	83%
Reservoirs	365,000	-	-	-	(22,000)	343,000	92,858	20,437	113,296	229,704	33%
Bores	400,000	-	-	-	-	400,000	85,955	10,276	96,231	303,769	24%
Water Quality	50,000	-	-	-	(20,000)	30,000	8,523	15,828	24,350	5,650	81%

Goldenfields Water County Council CAPITAL WORKS PROGRESS AS AT 31st MARCH 2020	ORIGINAL BUDGET 2019/20	2018/19 CARRYOVERS & REVOTES	QBR SEP 2019/20	QBR DEC 2019/20	QBR MAR 2019/20	CURRENT BUDGET 2019/20	ACTUAL YTD	COMMITTED YTD	TOTAL ACTUAL & COMMITTED YTD	VARIANCE YTD	% ACTUAL TO BUDGET
SCADA	1,100,000	-	(550,000)	-	-	550,000	135,401	104,166	239,567	310,433	44%
Emergency Works	200,000	-	-	-	-	200,000	-	-	-	200,000	0%
TOTAL RENEWALS ASSETS:	9,653,000	-	(550,000)	35,000	(2,576,000)	6,562,000	2,631,251	1,844,090	4,475,341	2,086,659	68%
TOTAL CAPITAL EXPENDITURE:	12,886,000	-	40,000	-	(2,948,000)	9,978,000	5,235,797	2,611,718	7,847,514	2,130,486	79%

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

QUARTERLY BUDGET REVIEW 31 MARCH 2020

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board receives and adopts the Quarterly Budget Review for the period ended 31 March 2020.

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 31 March 2020 is submitted for examination by Council.

The anticipated Operating Result for 2019/20 is a surplus of \$3,543,000. The anticipated Operating Result as adopted in the December 2019 quarterly review was a surplus of \$2,943,000. 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 can be found in the Capital Works Progress Report item of the business paper.

Proposed March 2020 quarterly review adjustments:

Operational Expenditure

- \$400,000 increase in interest income
- (\$500,000) reduction in operational wages
- \$500,000 increase in budgeted depreciation
- (\$200,000) reduction in other expenses

Capital Expenditure

- (\$65,000) reallocation of New IT equipment
- \$33,000 addition of construction crew vehicle
- (\$100,000) reallocation of new intangibles to operations
- (\$250,000) Mandamah Stage 2 completed under budget
- \$80,000 increase in Developer paid mains
- (\$70,000) decrease in Backflow installations to be completed under budget
- \$11,000 reallocation from IT Equipment new
- \$245,000 addition in Plant Renewals brought forward to 2020
- (\$50,000) reallocation of renewal intangibles to operations
- \$100,000 reallocation to Mt Arthur Investigation from Trunk Scouring
- (\$80,000) reduction to Thanowring Design completed under budget

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

- (\$1,400,000) deferral of Rosehill Pipeline Upgrade
- (\$190,000) reduction to Bootowa Road completed under budget
- (\$200,000) reduction to Roediggers Lane completed under budget
- (\$110,000) reduction to Mains Renewal Projects completed under budget
- (\$100,000) reallocation of Mt Arthur Trunk Scouring to Investigation
- \$250,000 addition of Critical Valves for Oura per February 2020 Council meeting
- (\$500,000) deferral of Rosehill Pump Station
- (\$20,000) reduction for Water Instrumentation completed under budget
- (\$90,000) deferral of Meter and Taggle renewal
- (\$40,000) deferral of Bulk Meter renewal
- (\$250,000) deferral of Oura HV System and Pump Replacement
- (\$22,000) reduction of Coolamon Cathodic Protection completed under budget
- (\$130,000) deferral of Oura Bore 6 renewal
- \$213,000 addition of Plant Sales brought forward to 2020

FINANCIAL IMPACT STATEMENT

The recommendation increases Council's Operating Result by \$600,000 and reduces Capital Works Expenditure by \$2,948,000.

ATTACHMENTS: Quarterly Budget Review 31-03-20.

TABLED ITEMS: Nil.

Goldenfields Water County Council

Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Table of Contents	page
1. Responsible Accounting Officer's Statement	1
2. Income & Expenses Budget Review Statement's	
Income & Expenses Budget Review	2
Variation Detail	3
3. Capital Budget Review Statement	
Capital Budget Review	4
Variation Detail	5
4. Cash & Investments Budget Review Statement	
Cash & Investments Budget Review	6
Variation Detail	7
5. Key Performance Indicator (KPI) Budget Review Statement	
a. Industry KPI's	8 & 9
6. Contracts & Other Expenses Budget Review Statement	10
7. Additional Statements	
Legal & Consultancy Expenses	11

Goldenfields Water County Council

Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Report by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Goldenfields Water County Council for the quarter ended 31/03/20 indicates that Council's projected financial position at 30/6/20 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.



Signed: _____

Date: 9/04/2020

Michele Curran
Corporate Services Manager

Goldenfields Water County Council

Quarterly Budget Review Statement

for the period 01/01/20 to 31/03/20

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 March 2020

Income & Expenses

(\$000's)	Original Budget	Approved Changes		Revised Budget	Variations for this	Notes	Projected Year End	Actual YTD
	2019/20	Sep QBR	Dec QBR	2019/20	Mar Qtr		Result	figures
Income								
Rates and Annual Charges	5,335	-	-	5,335	-		5,335	3,017
User Charges and Fees	15,717	-	1,426	17,143	-		17,143	10,435
Interest and Investment Revenues	1,248	-	-	1,248	400	2.1	1,648	1,347
Other Revenues	210	-	-	210	-		210	218
Grants & Contributions - Operating	219	-	-	219	-		219	74
Grants & Contributions - Capital	800	-	-	800	-		800	404
Total Income from Continuing Operations	23,529	-	1,426	24,955	400		25,355	15,495
Expenses								
Employee Costs	7,627	-	(175)	7,452	(500)	2.2	6,952	4,822
Materials & Contracts	3,181	-	150	3,331	-		3,331	2,049
Depreciation	6,914	-	-	6,914	500	2.3	7,414	5,561
Other Expenses	4,285	5	25	4,315	(200)	2.4	4,115	2,795
Total Expenses from Continuing Operations	22,007	5	-	22,012	(200)		21,812	15,227
Net Operating Result from Continuing Operations	1,522	(5)	1,426	2,943	600		3,543	269
Net Operating Result from All Operations	1,522	(5)	1,426	2,943	600		3,543	269
Net Operating Result before Capital Items	722	(5)	1,426	2,143	600		2,743	(136)

Goldenfields Water County Council

Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Income & Expenses Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details	\$000
2.1	Interest received higher than anticipated due to more cash & investments on hand from additional water sales and unspent CAPEX	\$400
2.2	Operational wages lower than budgeted - resources allocated towards CAPEX projects	-\$500
2.3	Increase in budgeted depreciation following review of plant useful lives and componentisation of buildings	\$500
2.4	Other expenses lower than originally anticipated	-\$200

Goldenfields Water County Council

Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20**Capital Budget Review Statement**

Budget review for the quarter ended 31 March 2020

Capital Budget

(\$000's)	Original Budget	Approved Changes		Revised Budget	Variations for this		Notes	Projected Year End	Actual YTD
	2019/20	Sep QBR	Dec QBR	2019/20	Mar	Qtr		Result	figures
Capital Expenditure									
New Assets									
- IT Equipment	100	-	-	100	(65)	3.1	35	1	
- Plant & Equipment	243	40	25	308	33	3.2	341	335	
- Intangibles	100	-	-	100	(100)	3.3	-	-	
- Land & Buildings	150	-	(100)	50	-		50	24	
- Water Supply Infrastructure	2,640	550	40	3,230	(240)	3.4	2,990	2,244	
Renewal Assets (Replacement)									
- IT Equipment	50	-	-	50	11	3.5	61	11	
- Office Equipment	10	-	-	10	-		10	-	
- Plant & Equipment	888	10	-	898	245	3.6	1,143	856	
- Intangibles	50	-	-	50	(50)	3.7	-	-	
- Land & Buildings	150	-	-	150	-		150	10	
- Water Supply Infrastructure	8,505	(560)	35	7,980	(2,782)	3.8	5,198	1,754	
Total Capital Expenditure	12,886	40	-	12,926	(2,948)		9,978	5,235	
Capital Funding									
Fees, Charges & Other Untied Funding	722	-	-	722	-		722	1,484	
Capital Grants & Contributions	800	-	-	800	-		800	404	
Proceeds from Sale - IPP&E	474	-	-	474	213	3.9	687	543	
Internal Restrictions/Reserves	10,890	40	-	10,930	(3,161)		7,769	2,804	
Total Capital Funding	12,886	40	-	12,926	(2,948)		9,978	5,235	
Net Capital Funding - Surplus/(Deficit)	-	-	-	-	-		-	-	

Goldenfields Water County Council

Quarterly Budget Review Statement

for the period 01/01/20 to 31/03/20

**Capital Budget Review Statement
Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details	\$000
	Refer to Capital Works Progress report for more detail on Capital Projects	
3.1	New IT equipment - transfer to IT replacement and operational expenditure	-\$65
3.2	New construction crew vehicle	\$33
3.3	New Intangibles to be included as operational expenditure	-\$100
3.4	Mandamah Stage 2 completed under budget	-\$250
	Developer paid mains - more applications received than expected	\$80
	Backflow devices - less backflow installations remaining than anticipated	-\$70
3.5	Transfer from IT Equipment - New	\$11
3.6	Additional plant replacements brought forward to 2019/20 due to additional klm and end of warranties following previous management decision to hold onto vehicles	\$245
3.7	Renewal Intangibles to be included as operational expenditure	-\$50
3.8	Mt Arthur Investigation - reallocation from Mt Arthur Trunk Scouring	\$100
	Thanowring Road Design - completed under budget	-\$80
	Rosehill Pipeline Upgrade - delayed due to landholder	-\$1,400
	Bootowa Road completed under budget	-\$190
	Roedigers Road completed under budget	-\$200
	Mains renewal project completed under budget	-\$110
	Mt Arthur Trunk Scouring - budget reallocated to investigation	-\$100
	Critical Valves	\$250
	Rosehill Pump Station - delayed due to landholder	-\$500
	Water Instrumentation - completed under budget	-\$20
	Meter and Taggle Renewal - deferred to future years based on expected asset life	-\$90
	Bulk Meter Renewal - deferred to future years based on expected asset life	-\$40
	Oura HV System & Pump Replacement - approved Feb 2020 Council meeting	-\$250
	Coolamon Cathodic Protection - completed under budget	-\$22
	Oura Bore 6 renewal	-\$130
3.9	Vehicle sales from plant replacements brought forward to 2019/20	\$213

Goldenfields Water County Council

Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 March 2020

Cash & Investments

(\$000's)	Original Budget	Approved Changes		Variations for this	Notes	Projected Year End	Actual YTD
	2019/20	Sep QBR	Dec QBR	Mar Qtr		Result	figures
Internally Restricted ⁽²⁾							
Plant & Vehicle Replacement	1,185	(40)	-	(100)	4.1	1,045	577
Infrastructure Replacement	26,012	-	-	2,947	4.2	28,959	32,750
Employees Leave Entitlement	1,614	-	-	-		1,614	1,614
Deposits, Retentions & Bonds	28	-	-	-		28	27
Sales Fluctuation Reserve	2,000	-	-	-		2,000	2,000
Property Reserve	423	-	-	-		423	423
Total Internally Restricted	31,262	(40)	-	2,847		34,069	37,391
(2) Funds that Council has earmarked for a specific purpose							
Unrestricted (ie. available after the above Restrictions)	20,008	(5)	1,426	(2,847)		18,582	19,276
Total Cash & Investments	51,270	-	-	-		52,651	56,667

Goldenfields Water County Council

Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Cash & Investments Budget Review Statement

Investments

Investments have been invested in accordance with Council's Investment Policy.

Cash

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 31/03/20

The YTD Cash & Investment figure reconciles to the actual balances held as follows: **\$ 000's**

Cash at Bank (as per bank statements)		510
Investments on Hand		54,250
less: Unpresented Cheques	(Timing Difference)	(16)
add: Undeposited Funds	(Timing Difference)	1,951
Less: receipts not yet updated	(Timing Difference)	(28)

Reconciled Cash at Bank & Investments		56,667
--	--	--------

Balance as per Review Statement:		56,667
---	--	--------

Difference:		-
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Recommended changes to revised budget

Budget Variations being recommended include the following material items:

	Notes Details	\$000
4.1	Net movement in plant reserve following review adjustments	-\$100
4.2	Net movement in infrastructure reserve following review adjustments	\$2,947

Goldenfields Water County Council

Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 March 2020

(\$000's)	Current Projection		Original Budget 19/20	Actuals Prior Periods	
	Amounts	Indicator		18/19	17/18
	19/20	19/20			

NSW Local Government Industry Key Performance Indicators (OLG):

1. Operating Performance

Operating Revenue (excl Capital) - Operating Expenses	2,743	11.2 %	3.2 %	8.4 %	8.6 %
Operating Revenue (excl Capital Grants & Contributions)	24,555				

This ratio measures Council's achievement of containing operating expenditure within operating revenue. A positive result indicates a surplus. Operating deficits cannot be sustained in the long term.

Benchmark >0%



2. Own Source Operating Revenue

Operating Revenue (excl all Grants & Contributions)	24,336	96.0 %	95.7 %	95.8 %	91.1 %
Total Continuing Operating Revenue	25,355				

This ratio measures Council's dependence on external funding sources such as operating grants & contributions.

Benchmark >60%



3. Unrestricted Current Ratio

Current Assets less all External Restrictions	31,859	13.17	13.17	12.87	11.02
Current Liabilities less Specific Purpose Liabilities	2,419				

This measures Council's ability to pay existing liabilities in the next 12 months from unrestricted activities of Council.

Benchmark >1.5x



Goldenfields Water County Council

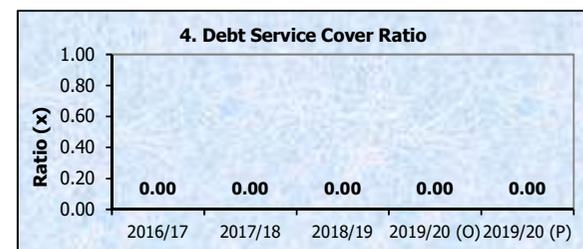
Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 March 2020

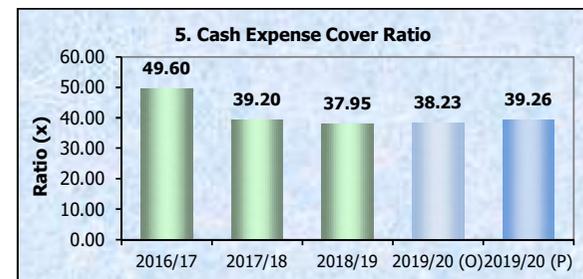
(\$000's)	Current Projection		Original Budget 19/20	Actuals Prior Periods	
	Amounts	Indicator		18/19	17/18
	19/20	19/20			
4. Debt Service Cover Ratio					
Operating Result before Capital (excl Interest & Depn)	7,631	0.00	0.00	0.00	0.00
Principal Repayments + Borrowing Interest Costs	0				

This ratio measures Council's ability to service debt, including interest and principal payments.
Benchmark >2x



5. Cash Expense Cover Ratio					
Current Year's Cash & Cash Equivalents (incl. Term Deposits)	52,651				
Monthly payments from cash flow of operating and financing activities	1,341	39.26	38.23	37.95	39.20
		mths	mths	mths	mths

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.
Benchmark >3mths



Goldenfields Water County Council

Quarterly Budget Review Statement

for the period 01/01/20 to 31/03/20

Contracts Budget Review Statement

Budget review for the quarter ended 31 March 2020

Part A - Contracts Listing - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
Kellogg Brown & Root Pty Ltd	Thanowring Rd Pipeline Renewal - Detailed Design	\$229,283	26/02/20	1 year	Y	

Notes:

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

Goldenfields Water County Council

Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	703,697	Y
Legal Expenses	32,568	Y

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments

Expenditure included in the above YTD figure but not budgeted includes:

Details

N/A

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

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 2 March 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 2 March 2020. 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 2-3-20.

TABLED ITEMS: Nil.



ARIC Meeting Minutes

Meeting Ref. ARIC		Minute taker: Michele Curran
Date: 2 March 2020	Time: 9am	Location: 84 Parkes Street, Temora (Board Room)
Attendees: Peter McLean (Chairperson), Geoff Twomey, Cr David McCann, Michele Curran, Aaron Drenovski, Phil Swaffield (National Audits Group)		
Apologies: Nil		

1. Welcome and Apologies

The meeting was opened at 9.05 am

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 D McCann and Geoff Twomey that the minutes of the meeting held 4 December 2019 having been circulated to members be confirmed as a true and accurate record.

4. Business Arising from Minutes

No business was arising from minutes.

5. Chairperson Report

The Committee received and noted the Chairperson's verbal report.

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 D McCann that the Committee receive and note the Internal Audit Report for Disposal of Assets.

8. Investment Policy

RECOMMENDATION on the motion of Geoff Twomey and Cr D McCann that the Committee review and endorse the revised Investment Policy.



9. Risk Management Framework

RECOMMENDATION on the motion of Cr D McCann and Geoff Twomey that the Committee receive and note the Risk Management Framework and Legislative Compliance Framework.

10. Review of Action Items Progress Report

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

11. ARIC Forward Meeting Plan Schedule

RECOMMENDATION on the motion of Cr D McCann and Geoff Twomey that the Committee endorse the ARIC Forward Meeting Plan Schedule.

12. External Audit Draft Annual Engagement Plan 2020

RECOMMENDATION on the motion of Cr D McCann and Geoff Twomey that the Committee receive and note the Audit Office Draft Annual Engagement Plan 2020.

NEXT MEETING: 10am Thursday 7 May 2020

There being no further matters requiring the attention of the Committee the meeting was declared closed at 10.45 am

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

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.

PP004 Investment Policy was included on the December 2019 Council meeting agenda. Council referred this policy to the Audit, Risk and Improvement Committee for review prior to adoption.

REPORT

PP004 Investment Policy was presented to the Audit, Risk and Improvement Committee on 2 March 2020 for review and endorsement. The Committee endorsed the attached policy.

Proposed amendments to the current 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

DRAFT

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 04/2020	Next Scheduled Review 04/2024

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
	04/2020	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	CP037 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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2 TABLE OF CONTENTS

1	INFORMATION ABOUT THIS POLICY.....	2
2	TABLE OF CONTENTS.....	4
3	PURPOSE.....	5
4	SCOPE.....	5
5	DEFINITIONS.....	5
6	OBJECTIVES.....	6
7	LEGISLATIVE REQUIREMENTS.....	6
8	DELEGATION OF AUTHORITY.....	6
9	PRUDENT PERSON STANDARD.....	6
10	ETHICS AND CONFLICTS OF INTEREST.....	7
11	APPROVED INVESTMENTS.....	7
12	PROHIBITED INVESTMENTS.....	7
13	RISK MANAGEMENT GUIDELINES.....	7
14	INVESTMENT ADVISOR.....	8
15	REPORTING AND REVIEWING INVESTMENTS.....	8
16	INVESTMENT GUIDELINES.....	8
17	BENCHMARKING.....	10
18	QUOTATIONS ON INVESTMENTS.....	10
19	BREACH OF POLICY.....	10
20	ATTACHMENTS.....	11

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) or Equivalent (Moody's or Fitch) 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-	A1	100%
BBB+ to BBB-	A2	70%
Unrated	Unrated	20%

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 and Timing Corrections

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.

There may be occasions where portfolio limits may be exceeded due to maturity or roll over of investments. These rare, short-term timing corrections are acceptable.

Credit Rating Categories

Long-Term (Short-Term) Category	Definition
AAA (A1+)	The obligor's capacity to meet its financial commitments on the obligation is extremely strong.
AA (A1+)	An obligation rated 'AA' differs from the highest-rated obligations only to a small degree. The obligor's capacity to meet its financial commitments on the obligation is very strong.
A (A1)	An obligation rated 'A' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher-rated categories. However, the obligor's capacity to meet its financial commitments on the obligation is still strong.
BBB (A2)	An obligation rated 'BBB' exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to weaken the obligor's capacity to meet its financial commitments on the obligation.
Unrated	Issuer is not rated (eg. building societies).

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	3m BBSW

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.

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 – APRIL 2020

WATER BILLING CONCESSIONS COVID-19

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board endorse suspending overdue interest and extending the due date for payment of quarter three water accounts until 30 June 2020, for all residential and commercial customers, with the exception of bulk customers.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

09 Financially Sustainable

BACKGROUND

Water accounts for the third quarter of the 2019/20 financial year are due to be issued to customers in April 2020. The current COVID-19 situation is impacting many customers financially, which could make collection of water accounts difficult for the foreseeable future.

REPORT

The current payment terms and policy of interest on overdue accounts may place unnecessary burden on customers paying their water accounts.

By extending the due date until 30 June 2020 (rather than late May 2020) and suspending overdue interest until this date (for the fourth quarter), Council will be able to provide some assistance to those customers suffering from financial pressure due to the current situation. This assistance can be provided at minimal cost to Council.

Over coming months Council will actively promote that customers contact customer service staff to make suitable payment arrangements and to apply for hardship if they meet the policy criteria.

FINANCIAL IMPACT STATEMENT

The recommendation will reduce interest accrued on overdue water accounts by approximately \$20,000.

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

MANDAMAH STAGE 2 CONSTRUCTION REPORT

Report prepared by the Operations 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

Currently the construction crew has installed 30kms of the 66kms of water mains required for the completion of stage 2.

This consists of:

- 8km of 100mm OPVC pipe, along O'Briens Lane between Sutcliffes Lane and Mandamah Forest Road.
- 7km of 63mm HDPE pipe along Gardner's Lane and Weises Lane
- 2km of 200mm OPVC pipe along Sutcliffes Lane to Mandamah Forest Rd
- 13kms consisting of 150mm & 100mm OPVC & 63mm HDPE from Mandamah Forest Rd through to and under the Newell Highway, then South along Tyndalls Lane towards Beckom Rd
- Services are being connected to the relevant properties as the pipeline passes through
- Currently the Crew is continuing South along Cress Lane towards Beckom rd
- The expected completion date for stage 2 was originally June 2021, but due to our current rate of progress and weather permitting an earlier completion date is envisaged.
- Construction commenced in November 2017 and we are currently 20kms and 6 months ahead of our original predicted schedule
- Our current rate for stage 2 construction is approximately \$35 per metre, and the NSW reference rate is approx: \$80 per metre

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

VALVE MAINTENANCE PROGRAM

Report prepared by Operations Manager

COUNCIL OFFICER RECOMMENDATION

That the ongoing valve maintenance program report be received and noted

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

01 Excellence in Service Provision

07 Efficient Operations

BACKGROUND

The valve maintenance program commenced in October 2019.

REPORT

A total of 9001 valves have been identified within the supply area. These valves consist of:

- Scour valves
- Air valves
- Stop valves
- Hydrants

To date a total of 1700 valves have been inspected and cleaned. A number of these valves have also required maintenance, refurbishment and/or replacement. The townships of Temora, Stockinbingal, Wallendbeen, Springdale, Bethungra, Illabo and parts of Junee have been completed.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

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.

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

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

REPORT

Jugiong drinking Water Scheme

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

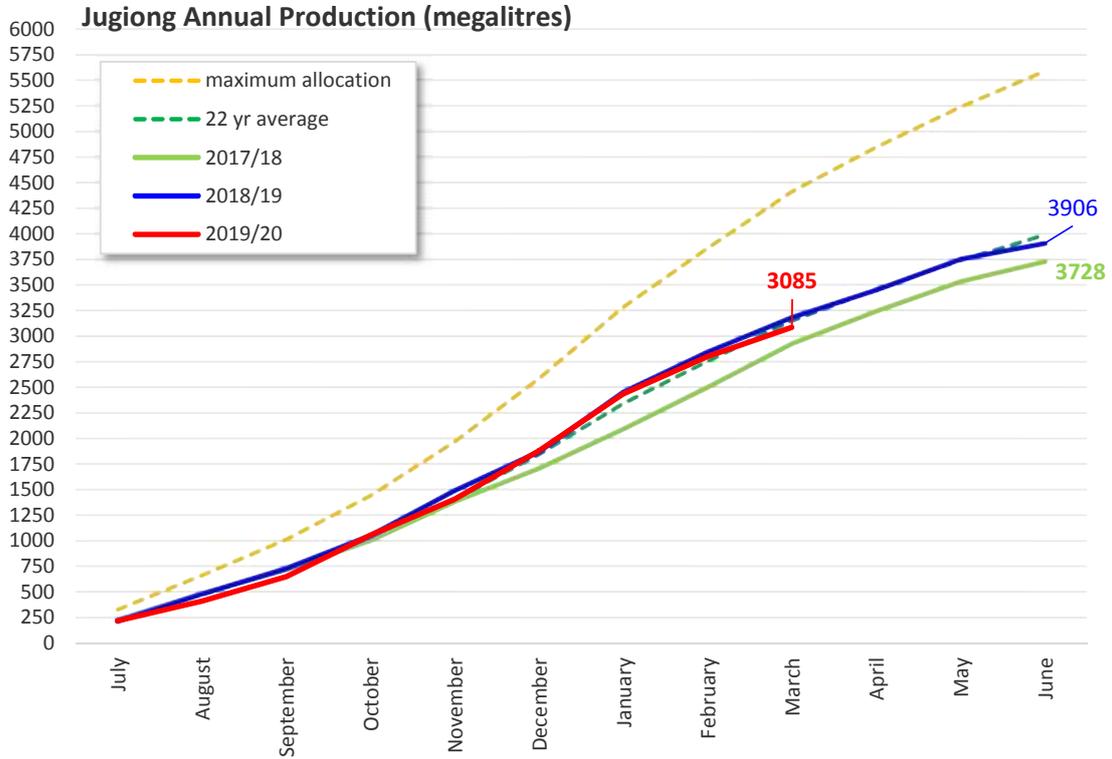
The Jugiong Scheme has 14 sets of reservoirs and 8 pumping stations. The Jugiong Scheme supplies bulk water to the Hilltops and Cootamundra-Gundagai Regional Councils for supply to the townships of Cootamundra, Harden and Young with a population of approximately 6800, 2200 and 8000 respectively.

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

GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

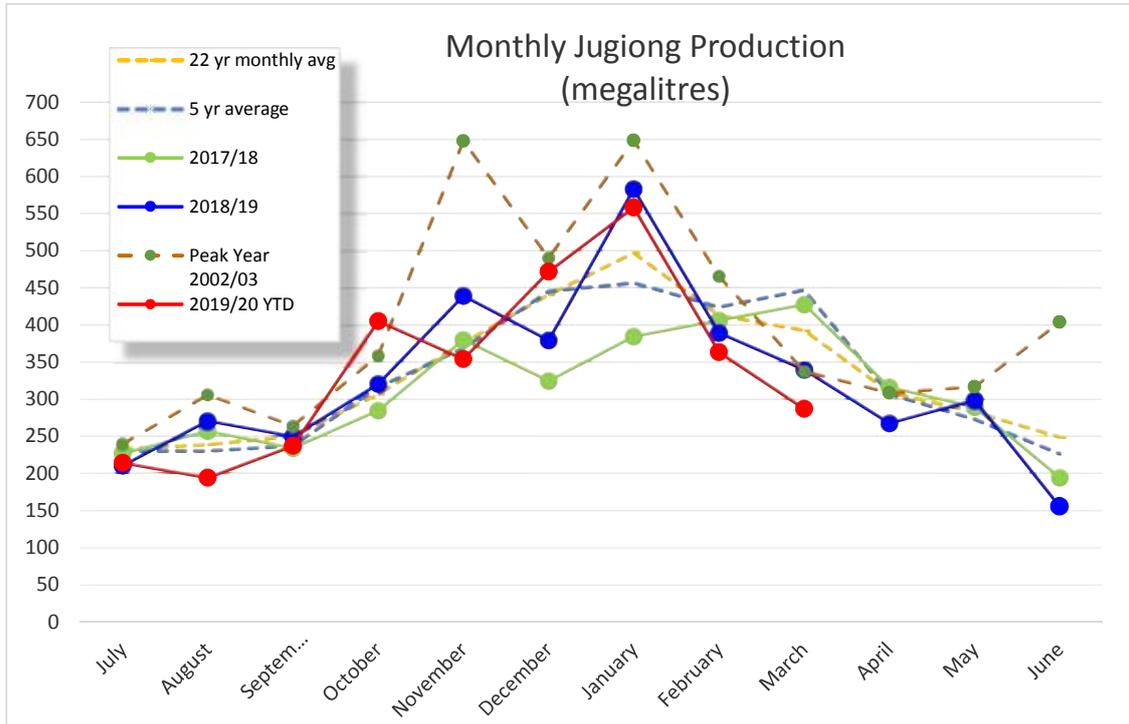
Jugiong annual water production is trending in a similar fashion to previous years.

For the period to the end of March 2020. Jugiong water production was 3085 ML, this is trending in a similar fashion to the same period last year. Water production for the period up to the end of March 2019 was 3183ML. Currently 2020 Water Production from the Jugiong WTP is 98ML lower compared to the same period of time in 2019.



GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

Jugiong monthly water production for February 2020 was 363ML and March 2020 was 287 ML. As can be seen below the monthly water production is beginning to decrease, this is due mainly to increased rainfall and unseasonal cooler weather towards the end of summer and early stages of Autumn.



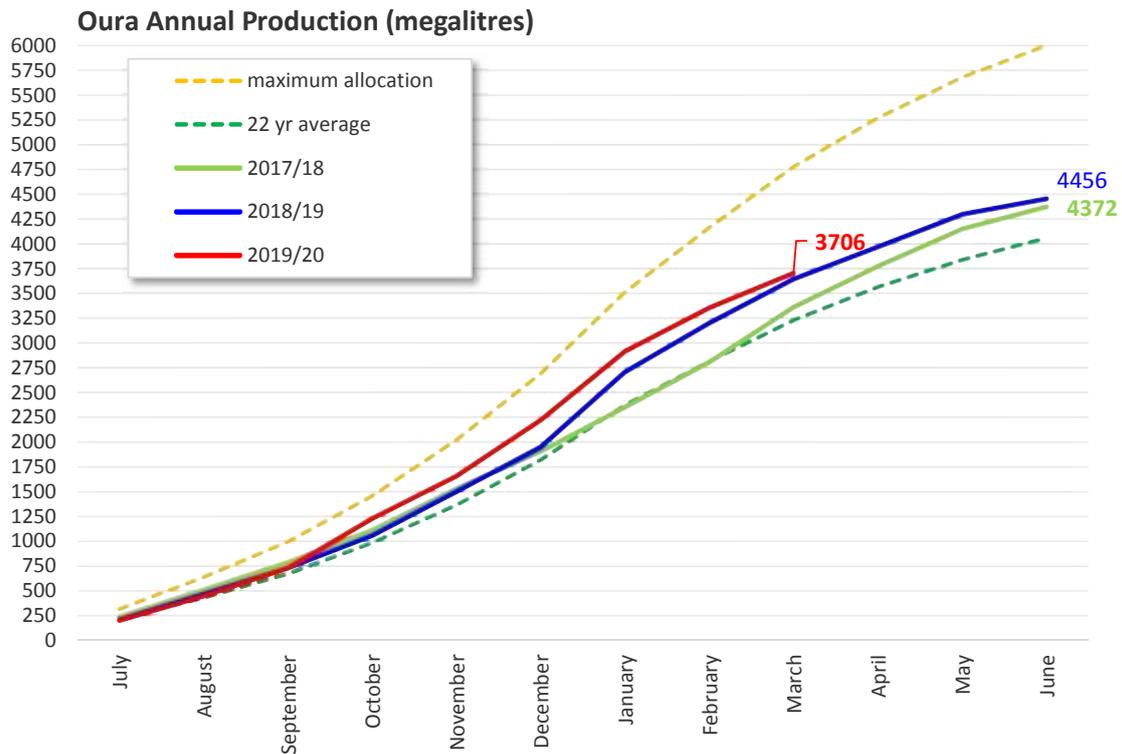
GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

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.

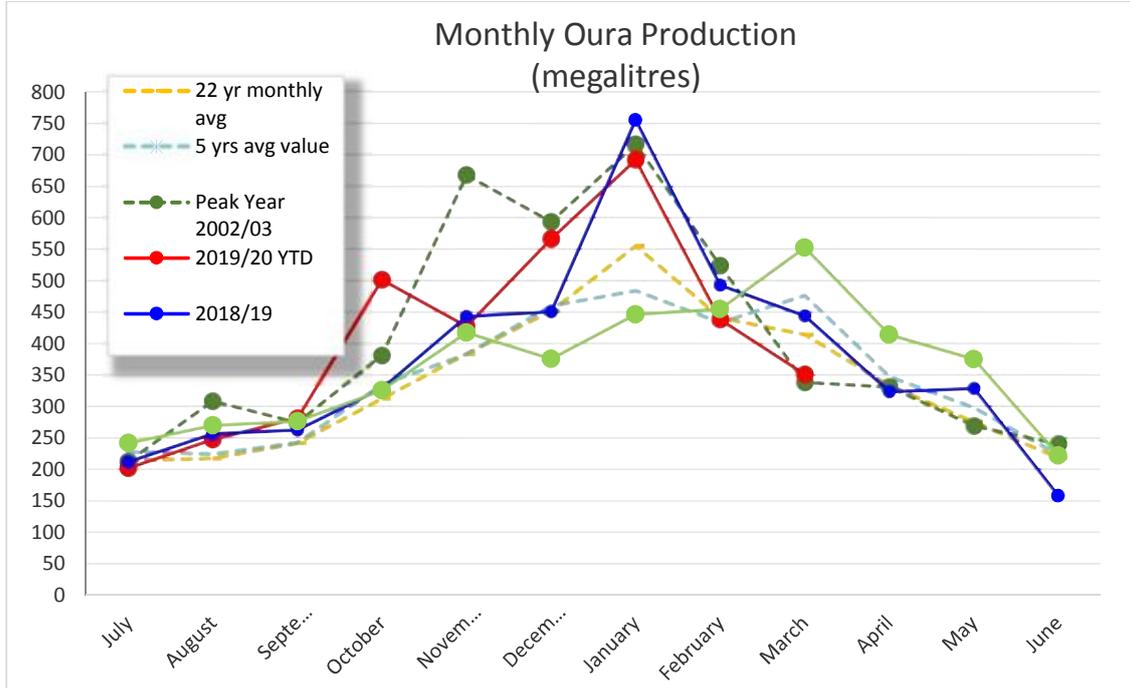
The Oura scheme has 33 sets of reservoirs and 19 pumping stations, produces drinking water for approximately 14,600 people in the Bland, Coolamon, Junee, Narrandera and Temora Shires. The Oura scheme can also supply water to the Northern side of the rural area of Wagga Wagga City when required.

For the period to the end of March 2020. Water production from the Oura bores was 3706 ML, this is trending in a very similar fashion compared to the same period last year. Water production for the period up to the end of March 2019 was 3646ML. Therefore to the end of March 2020 an increase of 60ML has been extracted from the Oura bores as compared to the same period last year.



GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

Oura production for February 2020 was 438ML, and March 2020 was 351ML. A total of 789 ML for this period. As can be seen below the monthly water production is beginning to decrease, this is due mainly to increased rainfall and unseasonal cooler weather towards the end of summer and early stages of Autumn.



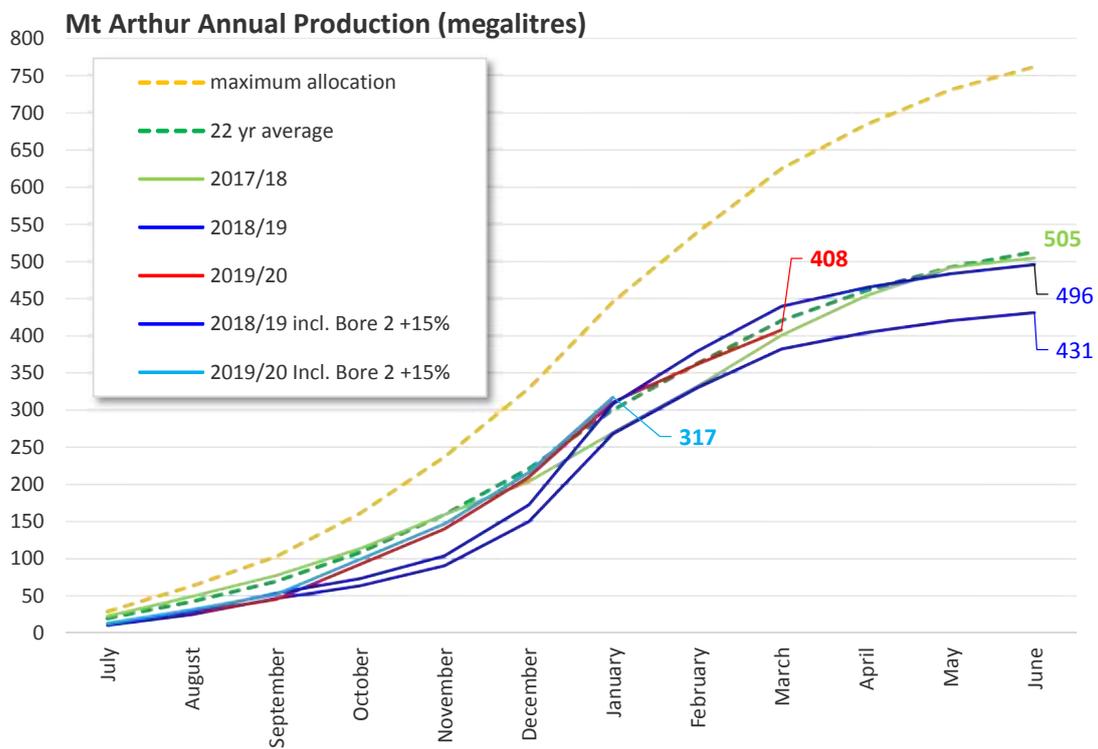
GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

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 appeared to be reading lower than expected. Initial investigations have identified that there is a potential increase 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. (These works have now been completed and actual meter reads will be reported from February 2020, removing the need to report meter reads +15%, as has been recently reported).

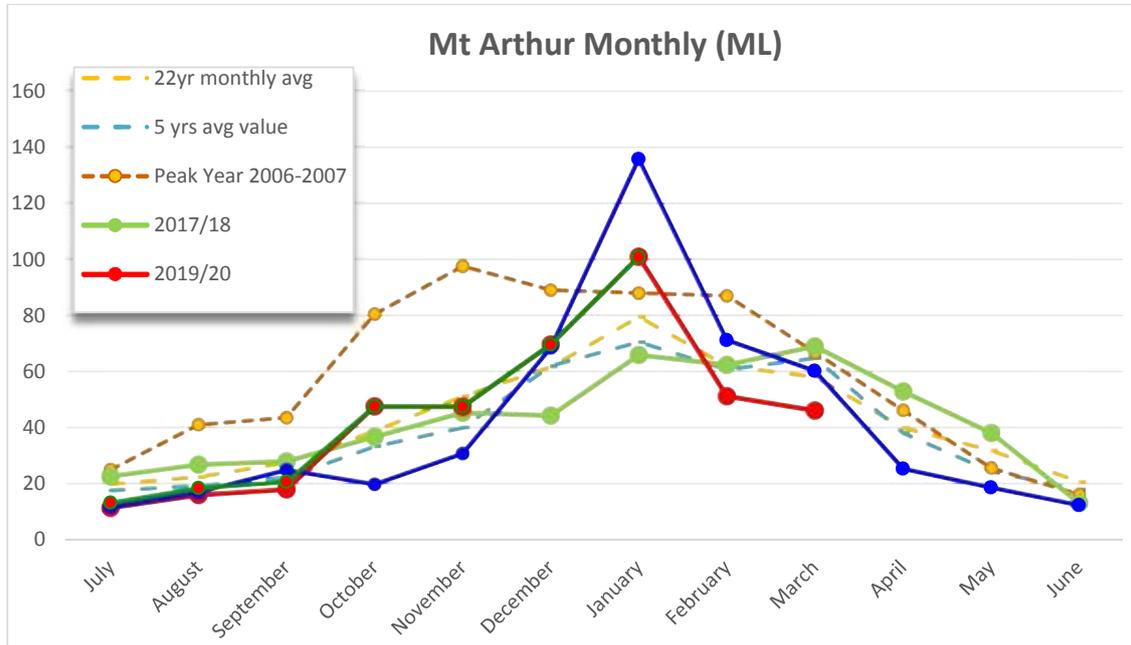
For the period to the end of March 2020, 408ML of water has been extracted from the Mt Arthur Bores this is higher than for the same period to the end of March 2019 (382ML). An increase of 26ML. As can be seen trending in a similar fashion to previous years.



GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

As the new Mag Flow meter has been operational at Mt Arthur, the necessity to report with a 15% variation is no longer required. 2019/20 data is now being reported as indicated.

Mount Arthur monthly water production for February was 51.21ML and March 2020 was 46.02ML. Similarly, Mt. Arthur monthly production is trending downwards this is due mainly to increased rainfall and unseasonal cooler weather towards the end of summer and early stages of Autumn.



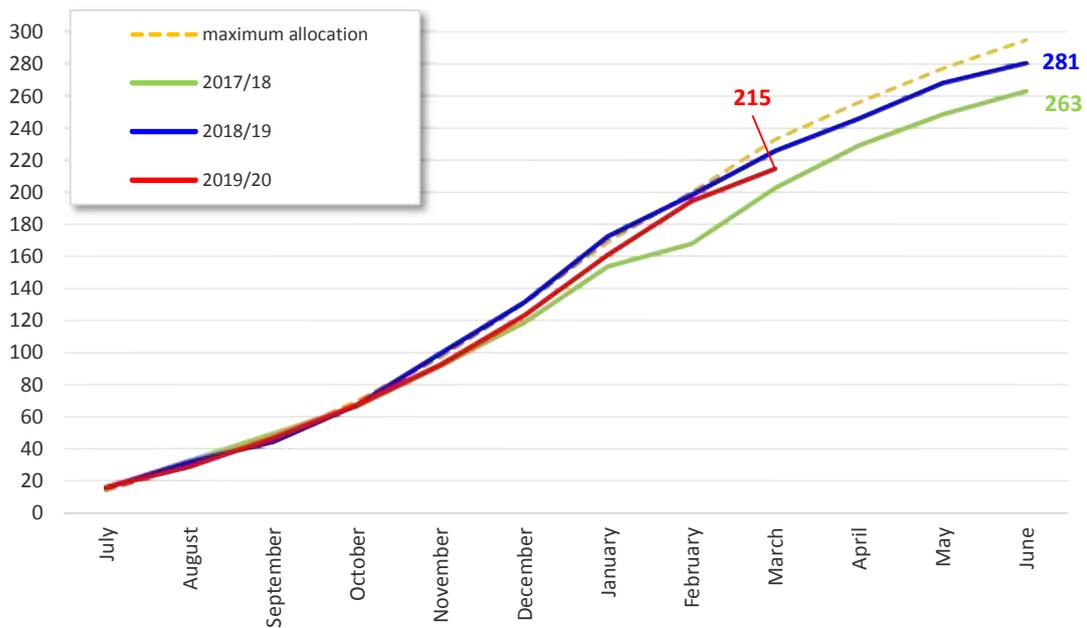
GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

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

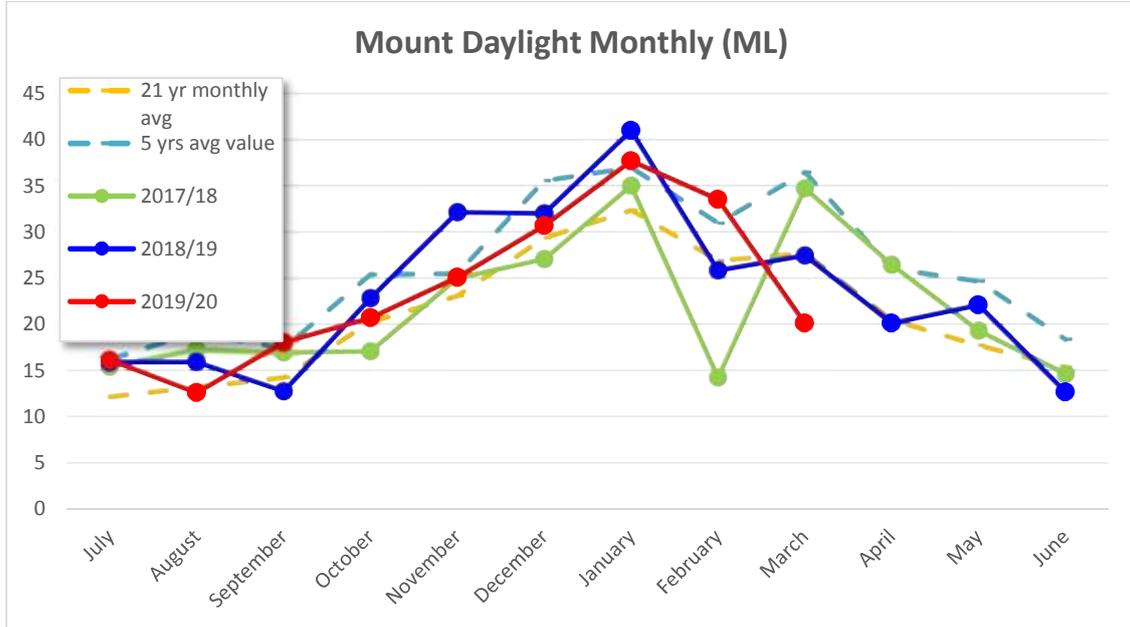
For the period to the end of March 2020, 215ML of water has been extracted from the Mt Daylight Bores. This is lower than the same period to the end of March 2019 (226 ML). Indicating a decrease of 11ML for the same period in 2018/19.

Daylight Annual Volume (megalitres)



GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

Mount Daylight monthly water production for February 2020 was 33.52 ML and for March 2020 was 20.11ML. Water production from the Mt Daylight Bores is trending downwards this is due mainly to increased rainfall and unseasonal cooler weather towards the end of summer and early stages of Autumn.

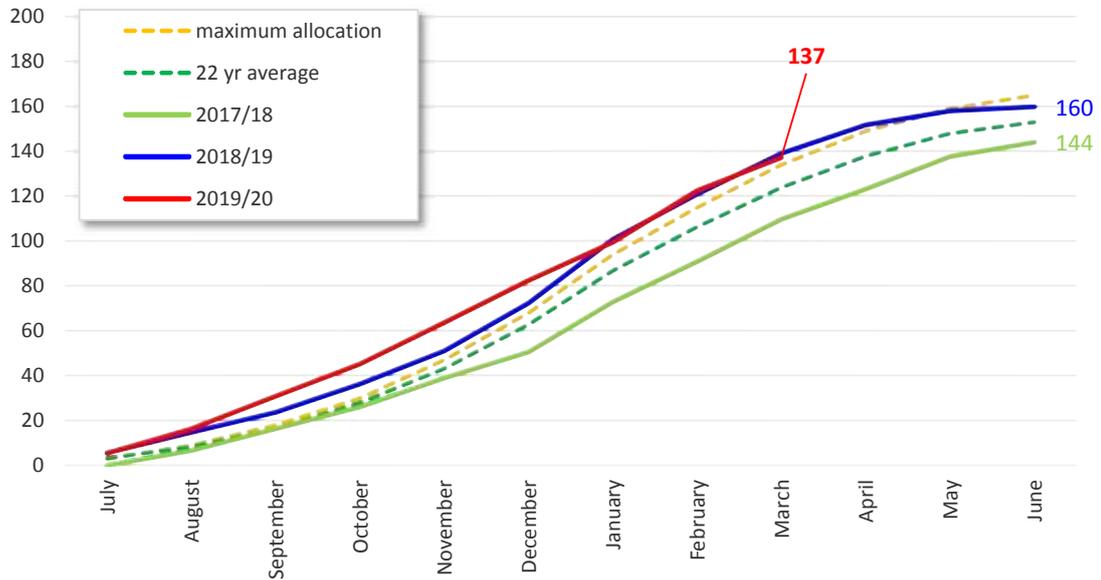


GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

Hylands Bridge - Non Potable

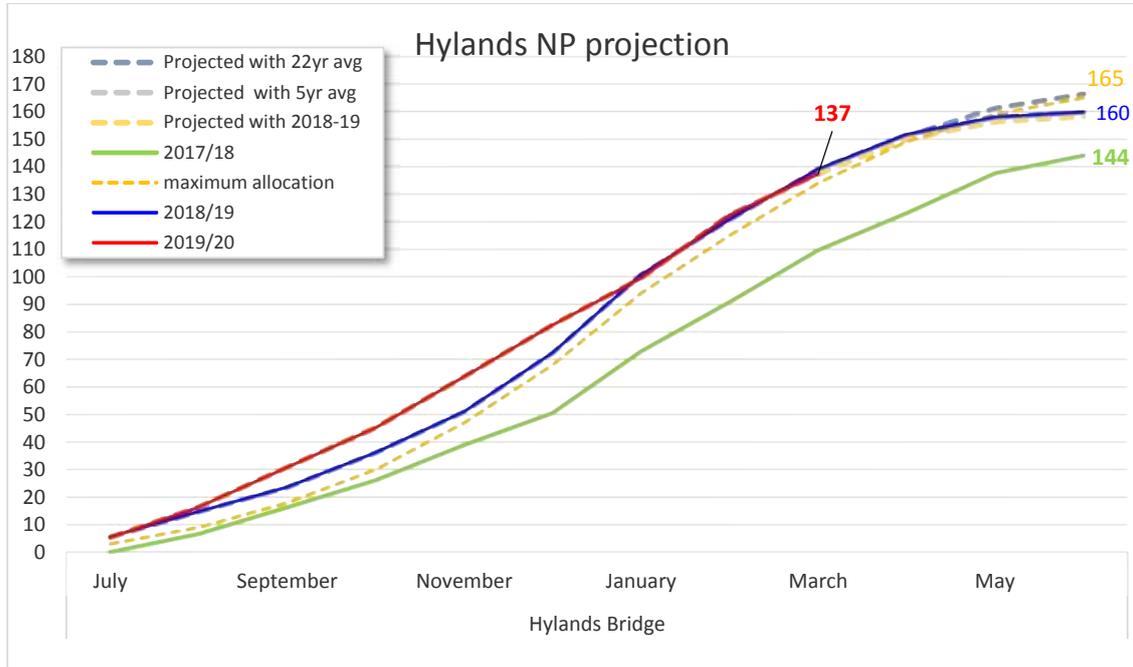
Hylands Bridge supplies Non Potable water to Barellan and Binya. For the period to the end of March 2020, 137ML of water has been extracted from Hylands Bridge scheme, this is a decrease for the same period to the end of March 2019 (139ML). A decrease in production of 2ML compared to the same period last year.

Hylands Bridge Annual Volume (megalitres)



GOLDENFIELDS WATER COUNTY COUNCIL – April 2020

Hylands Bridge Projections are as per the graph below. For the period to the end of March 2020, water production from the Hylands Bridge scheme is 137ML this is 2ML less than for the same period last year.



FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

WORK HEALTH AND SAFETY POLICY

Report prepared by WHS Coordinator

COUNCIL OFFICER RECOMMENDATION

That the Board adopts the revised PP013 Work Health and Safety Policy.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Council adopted PP013 Work Health and Safety Policy in February 2018. The policy has been reviewed in accordance with the policies timeframe.

REPORT

PP013 Work Health and Safety Policy has been reviewed to provide more prescriptive guidelines. As such, the responsibilities of managers, supervisors and workers have been updated to allow for improved reliability.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: PP013 Work Health and Safety Policy

TABLED ITEMS: Nil



Policy No. PP013

Work Health and Safety Policy

Work Health and Safety Policy

1 INFORMATION ABOUT THIS POLICY

POLICY INFORMATION

Date Adopted by Board	Resolution No.
Policy Responsibility General Manager	
Review Timeframe Four Yearly	
Last Review 18 February 2020	Next Scheduled Review 18 February 2024

DOCUMENT HISTORY

DOCUMENT NO.	DATE AMENDED	SUMMARY OF CHANGES
v0.1	05/02/2018	Update to related legislation and policies, change GWCC to Goldenfields Water
v1.0	22/02/2018	Adopted by Council, resolution 18/017
v1.1	06/02/2020	Update to responsibilities to better reflect requirements. Adopted by MANEX 18 February 2020.

FURTHER DOCUMENT INFORMATION AND RELATIONSHIPS

Related Legislation	Work Health and Safety Act 2011 NSW Work Health and Safety Regulations 2017 Local Government Act 1993 Goldenfields Water County Council Award 2014
Related Policies	PP022 Risk Management Policy
Related Procedures, Protocols, Statements and Documents	Work Health and Safety Management System Safe Work Method Statements Work Health and Safety Procedures



Work Health and Safety Policy

2 TABLE OF CONTENTS

1	INFORMATION ABOUT THIS POLICY.....	2
2	TABLE OF CONTENTS.....	3
3	PURPOSE.....	4
4	SCOPE.....	4
5	DEFINITIONS.....	4
6	POLICY.....	5
7	RESPONSIBILITIES.....	6
7.1	Managers.....	6
7.2	Supervisors.....	6
7.3	Workers.....	6

DRAFT

3 PURPOSE

Goldenfields Water is responsible for providing a safe workplace for all workers and other persons. This policy outlines Goldenfields Water's commitment to workplace health and safety.

4 SCOPE

This policy applies to all Goldenfields Water workers and others undertaking work (e.g. contractors and volunteers), students and visitors while in Goldenfields Water workplaces or participating in authorised activities.

5 DEFINITIONS

PCBU – Person conducting a business or undertaking. This is a person or duty holder such as a company or partnership that operates the business.

Officer – A nominated person who makes decisions, or participates in making decisions, that affect the whole or a substantial part of a business.

Work – Activity involving mental or physical effort done in order to achieve a result.

Worker – Anyone who carries out assigned duties in any capacity for Goldenfields Water, including employees, contractors or sub-contractors, labour hire employees, apprentices or trainees, students and volunteers.

Workplace – Is a place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work.

Others – Is taken to mean others at a worksite, including but not limited to visitors, customers, and members of the public.

6 POLICY

Goldenfields Water recognises its legal and moral obligations as a PCBU under the WHS Act 2011 and that it has a primary duty of care to manage WHS at Council. Workers have the right to expect that Goldenfields Water will keep them safe so that they can return home as they left each day, therefore Goldenfields Water commits to decisions made, with the highest priority on achieving workplace safety. This will be enabled by ensuring:

- compliance with relevant legislation, including the WHS Act 2011 and supporting regulations; and
- the implementation of the WHS Management System, and the plans, policies, procedures and programs necessary to support and implement this policy.

Goldenfields Water accepts responsibility for implementing and maintaining the WHS policy and WHS Management System. Therefore, so far as is reasonably practicable, Goldenfields Water will make every effort to ensure:

- there are established measurable safety performance objectives and targets and that they are reviewed to continually improve WHS performance. This shall include regular workplace inspections and prompt control of identified hazards;
- workers are trained on all health and safety matters relevant to their duties;
- workers are fully aware of the hazards associated with their duties, and implement appropriate hazard control measures;
- adequate resources are provided to enable full implementation of WHS policy and WHS Management System; and
- effective consultation and two way communication with workers and contractors on health and safety matters including relevant information, toolbox meetings, reporting and feedback mechanisms.

Goldenfields Water is committed to providing a safe and healthy workplace for everyone with a focus on developing effective:

- safety leadership at all levels;
- consultation and communication mechanisms;
- risk management processes;
- promotion of a safety culture;
- health and wellbeing initiatives; and
- injury management and return to work programs.

Work Health and Safety Policy

All workers are required to comply with this WHS policy and the WHS Management System at all times. Workers must cooperate with Goldenfields Water regarding WHS actions taken to maintain health and safety. In addition, workers shall take reasonable care of their own safety and not adversely affect the safety of others at the workplace.

7 RESPONSIBILITIES

In support of Goldenfields Water's commitment to health and safety, the General Manger, on behalf of Council, is responsible for the implementation of the WHS management system and associated programs where the provision of adequate resourcing to establish and maintain health and safety standards and requirements will be provided.

7.1 Managers

Managers have overall responsibility for the safety of workers in their respective departments. This is achieved by:

- timely and effective communication and consultation of WHS policy and procedures with workers (including contractors and visitors);
- ensuring a consultative and systematic approach to work and resourcing aligning to WHS policy and procedures;
- consulting with supervisors; providing support and training in effective oversight of health and safety matters;
- providing and maintaining suitable and safe places of work and environments for workers; and
- analysis and elimination or control of risks.

7.2 Supervisors

Supervisors are responsible for the day to day supervision of workers (including contractors and visitors) and compliance with WHS policy and procedural documentation in their respective teams. This includes:

- active consultation with workers to ensure all work activities are conducted in a safe manner in accordance with WHS policy and procedures;
- conducting risk assessments, identifying risks and applying effective control measures to make workplaces and areas safe;
- ensuring the public's safety during work activities; and
- monitoring safety in the workplace.

7.3 Workers

All workers (including contractors and visitors) are responsible for their own acts or omissions, including cooperation and compliance with WHS policy and procedures. They must:

- take reasonable care for the health and safety of themselves and others;
- allow for safety to be first priority when undertaking activities;
- follow and comply with all WHS policy and procedures and other safety information;

Work Health and Safety Policy

- conduct risk assessments, identifying risks and applying effective control measures to make workplaces and areas safe and report known hazards;
- report incidents (including damage, near miss and injuries) as soon as practicable; and
- actively participate in consultation activities for the ongoing development and improvement of WHS practices.

DRAFT

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

GOLDENFIELDS WATER ENTERPRISE AWARD 2020

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Goldenfields Water Enterprise Award 2020 be received and noted.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

08 Highly Skilled and Energetic Workforce

BACKGROUND

The Goldenfields Enterprise Award 2017 is due to expire 30 June 2020.

REPORT

Goldenfields' Award negotiation team comprising Human Resources, myself and a representative from LGNSW have been in discussions, together with unions and union representatives for several months regarding the draft Goldenfields Water Enterprise Award 2020.

This was an amicable process and consensus was reached in mid-February.

The application for the 2020 Enterprise Award was listed before the Industrial Relations Commission on 11 March 2020 and subsequently ratified.

The Goldenfields Water Enterprise Award 2020 will take effect as of the first full pay period on/after July 2020.

FINANCIAL IMPACT STATEMENT

The annual Award increases to remuneration have been factored into Goldenfields financial planning.

ATTACHMENTS: Nil

TABLED ITEMS: Goldenfields Water Enterprise Award 2020

GOLDENFIELDS WATER COUNTY COUNCIL – APRIL 2020

DRAFT OPERATIONAL PLAN 2020/2021

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That Council endorses the draft Operational Plan 2020/2021 incorporating the 2020/2021 budget and annual fees and charges to be placed on public display for a period of 28 days.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

The 2017-2021 Delivery Program was adopted by Council in June 2017 in accordance with Section 404 of the Local Government Act 1993.

Section 405 of the Local Government Act 1993 requires an Operational Plan including an annual budget and annual fees and charges to be adopted before the beginning of each financial year and for the draft documents to be placed on public exhibition for a period of 28 days.

The 2020/2021 Operational Plan is the last annual subset of the 2017-2021 Delivery Program.

REPORT

In accordance with legislative requirements the 2020/2021 Operational Plan incorporating the 2020/2021 budget and annual fees and charges are now presented in draft for Council's consideration, prior to being placed on public exhibition.

The 2020/2021 Operational Plan estimates a net operating result of \$247,000.

The 2017-2021 Delivery Program planned for Fees and Charges increasing by 3% per annum for the term of the program, 2020/2021 being the final year of that plan. Given the current circumstances, it is proposed that annual and usage charges not increase for 2020/2021. It is also proposed that fees involving some form of cost recovery for staff time and materials still increase by the 3% to cover increased costs incurred by Council.

Water sales have been estimated using average prior year usages, less a 5% margin. This is to allow for wet weather, given that a wet year could potentially reduce water sales by 30%, as occurred in 2010/2011.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Draft 2020/2021 Operational Plan

TABLED ITEMS: Nil



OPERATIONAL PLAN

2020-2021



Contents

MESSAGE FROM THE CHAIRPERSON.....3

MESSAGE FROM THE GENERAL MANAGER4

SECTION 1:

INTRODUCTION

Profile5

Mission, Vision and Values6

Strategic Priorities7

Operational Plan Explained.....8

SECTION 2:

OPERATIONAL PLAN

Activities.....9

Financials

Statement of Revenue Policy.....37

Projected Yield39

Appendix A - Estimates of Income and Expenditure40

Appendix B - Fees and Charges49



Message from the Chairperson

On behalf of the Board of Goldenfields Water County Council, I am pleased to present our Operational Plan for 2020-2021 - the final sub set of the Delivery Program for 2017-2021 adopted in June 2017.

In order to put the Board's commitment to its customers into context, it is important to understand the application of the Integrated Planning and Reporting Guidelines mandated under the Local Government Act 1993.

The Integrated Planning and Reporting framework is comprehensively explained later in this document.

The provision of a safe, secure and affordable water supply network to the communities in the Riverina and South West Slopes regions is at the center of these commitments.

Building on this centrepiece are a number of key business activities including:

1. Excellence in service provision
2. Maximizing regional water supply
3. Strategic water management
4. Best practice pricing
5. Proactive customer relations
6. Environmental protection and sustainability
7. Efficient operations

8. Highly skilled and energetic workforce
9. Financially sustainable

In order to make these business activities happen, Goldenfields Water have adopted a mission statement, vision and values which empower its staff to drive and deliver these promises to the community in a transparent and objective manner.

By demonstrating our commitment to our core values when delivering services to the community, customers become more engaged and trust in the Goldenfields Water brand.

My fellow Board members and I urge you to read these documents and provide us with positive feedback as we continue the long term journey of delivering the best possible water supply to you.

Dennis Palmer
Chairperson



Message from the General Manager

Following on from the Chairperson's message and on behalf of the staff of Goldenfields Water, we encourage you to read and analyse these documents.

Goldenfields Water have adopted a ten (10) year Business Activity Strategic Plan for the period 2013-2023. This document is a high level overview of the journey that we are committed to, and it contains all of the individual road maps and required resources to ensure we arrive at the agreed destination in 2023.

The 2020-2021 Operational Plan has a number of components, being;

- A commitment to business as usual with an underlying focus on continuous improvement
- A continued investment in the key assets required to deliver top-quality water that meets or exceeds the Australian Drinking Water Guidelines
- Attention to growing our water supply system to meet the changing needs of our communities
- Ensuring that these components are affordable and can be supported in a financially sustainable manner

Working closely alongside the Goldenfields Water staff and under the strategic stewardship of the Board, we look forward to the journey ahead of us in 2020-2021.

Aaron Drenovski
General Manager



Profile

Goldenfields Water is a single-purpose county council that has been responsible for providing water supply services to many communities in the South West Slopes and Riverina regions of NSW since 1997.

Goldenfields Water's supply system covers 22,500 square kilometres between the Lachlan and Murrumbidgee rivers. It services over 46,000 people and includes more than 2,400 kilometres of water mains (the longest in NSW).

Water is sourced from protected natural catchments at Jugiong, Oura, Mt Arthur, Mt Daylight and Hylands Bridge before undergoing a world-class treatment process at either of Goldenfields Water's two water treatment plants.

As a county council, Goldenfields Water is a unique organisation given it is made up of seven constituent councils that each depend on it to deliver essential drinking water for their communities.

Goldenfields Water's seven constituent councils are:

- Bland Shire Council
- Coolamon Shire Council
- Junee Shire Council
- Temora Shire Council
- Cootamundra-Gundagai Regional Council
- Narrandera Shire Council
- Hilltops Council

Currently, Goldenfields Water supplies all drinking water directly to the almost 11,000 rural, residential, commercial and other properties in the local government areas of Bland, Coolamon, Junee, Temora, and parts of Cootamundra-Gundagai and Narrandera.

Goldenfields Water supplies water in bulk to Cootamundra-Gundagai and Hilltops councils, which then distribute water directly to their residents (except those already supplied directly by Goldenfields Water in parts of Cootamundra-Gundagai).

It also provides water in bulk to Riverina Water County Council, as well as non-potable water (untreated water for non-drinking purposes) directly to 250 properties.



Mission Statement

To provide regional economic opportunity and lifestyle choices through provision of a quality water supply by innovative leadership, showing environmental responsibility in cooperation with the community, constituent councils and governments.

Vision

To be innovative leaders in the supply and distribution of water through regional efficiency, technical excellence and customer service.

Values

Integrity

All staff act in the best interest of the communities that we serve, demonstrating and promoting moral and ethical principles in all that we do.

Trust

Built on from the value of Integrity, mutual trust is established between teams and staff at all levels. Open communication lines and transparency in our operations reflects and further builds on this trust.

Respect

All staff treat other with courtesy, politeness and kindness. Differences in viewpoints and beliefs are recognised and considered, with all people being treated fairly and equally.

Teamwork

All staff work together collaboratively and support one another in achieving the operational objectives of GWCC. Our staff understand the importance of working with each other to achieve our objectives.

Continuous Improvement

Staff feel confident and comfortable to offer ideas and suggestions to ensure that GWCC is continually working to deliver better services to our community and finding more efficient ways of undertaking business.



Strategic Priorities

This progress report is categorised in-line with the nine strategic priorities established by Goldenfields Water's long-term Business Activity Strategic Plan and the strategic objectives and strategies outlined in its 2017–2021 Delivery Program to achieve those priorities.

Strategic Priority 01: Excellence in Service Provision

Objective: Provision of excellence in delivery of water supply and customer service to all stakeholders.

Strategic Priority 02: Maximising Regional Water Supply

Objective: Planning of water supply for regional development through network analysis and partnerships with constituent councils.

Strategic Priority 03: Strategic Water Management

Objective: Demand management and efficiency improvements through customer awareness and selective asset enhancement.

Strategic Priority 04: Best Practice Pricing

Objective: Generation of income through transparent, equitable and solution driven pricing structures.

Strategic Priority 05: Proactive Customer Relations

Objective: Promotion of customer relations through communication, customer orientation of staff and targeted information delivery.

Strategic Priority 06: Environmental Protection and Sustainability

Objective: Environmental stewardship in carrying out of construction and operational activities.

Strategic Priority 07: Efficient Operations

Objective: Efficiency driven by use of technology, monitoring and performance analysis.

Strategic Priority 08: Highly Skilled and Energetic Workforce

Objective: Highly skilled and driven workforce encouraged by challenging positions and reward for effort and innovation.

Strategic Priority 09: Financially Sustainable

Objective: Financial planning based upon delivery of efficiencies and recovery of costs with growth built upon customer focused solutions.



Operational Plan Explained

The Operational Plan forms part of a group of plans which supports Goldenfields Water’s strategic direction.

The Operational Plan 2020-2021 completes the planning documents and details the activities to be undertaken and the financial requirements to deliver the commitments of the Strategic Business Plan and Delivery Program.

This three tiered process ensures that there are clear links between the long term goals of the community and the activities of Goldenfields Water.

The diagram demonstrates the linkage:



Goldenfields Water will continue to meet its statutory reporting requirements, delivering an accurate and meaningful report on the progress and results each year of its operational plan.

In achieving this, management will be responsible for providing quarterly reports to the Goldenfields Water Board on the activities and financial statements relating to the Operational Plan.

The Operational Plan has two parts:

Part One – The Activities – detailing how Goldenfields Water will deliver outcomes during this financial/operating year.

Part Two – The Financials – including Fees and Charges detailing the budget and associated financial data for this financial/operating year.

OPERATIONAL PLAN 2020-2021



1: Excellence in service provision

1.2: Provide a reliable and quality drinking water supply

1.2.1: Water quality meets or exceeds the Australian Drinking Water Guidelines

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.1.1	Implement a water quality management plan	Maintain and Review the Drinking Water Management System	Complete DWMS Annual Report	Production & Services Manager		X		

1.2.2: Assets are managed strategically, across whole of life to improve delivery of services and financial management

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.2.1	Develop an understanding of asset performance to improve decision-making	Capture asset burst data. Undertake 1 pump station audit each quarter.	Burst data is captured and reported on. One pump station audit has been undertaken each quarter.	Engineering Manager	X	X	X	X



Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.2.3	Deliver capital works program	Construct and deliver Mandamah Pipeline Stage 2 as per program - approximately 30km. Deliver the Capital Works as per schedule.	Achieve greater than 85% of program	Operations Manager				X

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.2.4	Operate, maintain water infrastructure to meet defined levels of service	Continue with the Valve maintenance/replacement program utilising established resources. Reservoir cleaning/maintenance and inspections are ongoing, both planned and re-active. Reports/findings are actioned to the Engineering department.	Achieve greater than 85% of program	Operations Manager				X



1.2.3: Contamination resulting from backflow is minimised

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.3.1	Develop and implement a backflow prevention program	Undertake audit of existing backflows. Continue Backflow installation program.	Audit completed by end of financial year and reported on. Backflow installed in Barellan.	Engineering Manager				X
1.2.3.2	Identify strategic locations across the region and install fixed standpipes	Four bulk filling stations have been installed. No further action currently required.	Four bulk filling stations have been installed. No further action currently required.	Engineering Manager				

1.2.4: Water mains are systematically renewed and extended, based on asset performance data

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.4.1	Develop and implement a water main renewal program	Utilise issues register and burst data to determine renewals program.	Achieve 90% of mains renewals budget	Engineering Manager				X
1.2.4.2	Develop and implement a water main extension program	Continue with Mandamah water main extension program	Achieve greater than 85% of 30km of mains installation.	Engineering Manager				X



1.2.5: Water Pumping Stations are systematically renewed based on asset performance data

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.5.1	Develop and implement a water pumping station renewal program	One pump station audit undertaken each quarter.	One pump station audit undertaken each quarter.	Production & Services Manager				X

1.2.6: Trunk mains are systematically renewed based on asset performance data

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.6.1	Develop and implement a trunk main renewal program	Utilise issues register and burst data to determine renewals program	Achieve 90% of mains renewals budget	Engineering Manager				X

1.2.7: Reservoir relining is planned and programmed based on asset performance data

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.7.1	Develop and implement a reservoir relining program	Asset relining not identified for this FY.	Asset relining not identified for this FY.	Engineering Manager				



1.2.8: Telemetry system is systematically renewed and extended, based on asset performance data

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.8.1	Develop and implement a Telemetry renewal program	Progressively replace all SCADA across to ClearSCADA	Switch Board Replacements for Oura Bore 6, 3 and 4. Matong Bore 2.	Production & Services Manager				X
1.2.8.2	Develop and implement a Telemetry expansion program	Where identified, expand the SCADA system to cover new localities and instrumentation	Bulk Customer offtakes to be included with water quality analysers, flow meters and connected to SCADA. New installations are planned for Galong, Harden and Young Terminal	Production & Services Manager				X

1.2.9: Flow meters are systematically renewed and extended, based on asset performance data

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.9.1	Develop and implement a flow meter renewal program	Develop and implement a bulk meter audit and renewal program.	Develop a 5 year program. Validate or renew a minimum of 2 bulk meters.	Engineering Manager				X
1.2.9.2	Develop and implement a flow meter expansion program	Not required this FY	Not required this FY	Engineering Manager				



1.2.10: System valves are systematically renewed and extended, based on asset performance data

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.10.1	Develop and implement an air valve, scour, reflux renewal program	Undertake renewals as per program.	Achieve 85% of program	Engineering Manager				X
1.2.10.2	Develop and implement a PRV and surge tank renewal program	Undertake renewals as per program	Achieve 85% of the program	Engineering Manager				X
1.2.10.3	Develop and implement a PRV expansion program	Not required this FY.	Not required this FY.	Engineering Manager				
1.2.10.4	Develop and implement a control valve renewal program	Undertake renewals as per program.	Achieve 85% of program	Engineering Manager				X
1.2.10.5	Develop and implement a control valve expansion program	Not required this FY	Not required this FY.	Engineering Manager				
1.2.10.6	Develop and implement a stop valve renewal program	Undertake renewals as per program	Achieve 85% of program	Engineering Manager				X



1.2.11: Hydrants are systematically renewed based on asset performance data

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.11.1	Develop and implement a hydrant renewal program	Undertake renewals as per program	Achieve 85% of program	Engineering Manager				X

1.2.12: Instrumentation installations are systematically renewed and extended, based on asset performance data

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.12.1	Develop and implement a instrumentation renewal program	Replace aged water quality instrumentation where required.	Prunevale analyser has been replaced.	Production & Services Manager				X
1.2.12.2	Develop and implement a instrumentation expansion program	Expand the installation of water quality instrumentation across the schemes in key locations.	Bulk Customer offtakes to be included with water quality analysers, flow meters and connected to SCADA. New installations are planned for Galong, Harden and Young Terminal.	Production & Services Manager				X



1.2.13: We inform and involve our community about projects, programs and other activities

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.13.1	Maintain and publish information on Council website	Regularly update and publish information on Goldenfields website relating to major projects, water outages, meeting minutes, billing, recent announcements and staffing updates.	Our website is regularly updated with relevant and timely information.	General Manager	X	X	X	X
1.2.13.2	Proactively provide project specific information to relevant stakeholders as required	Proactively provide project specific information to relevant stakeholders as required and respond to any stakeholder requests in a timely manner.	Accurate and relevant information is provided to stakeholders in a timely manner.	General Manager	X	X	X	X
1.2.13.3	Report financial information internally	Distribute monthly management reports to responsible officers.	Distribute monthly reports within 5 days of month end.	Corporate Services Manager	X	X	X	X
1.2.13.4	Report financial performance to regulators and the community	Prepare statutory financial reports within required timeframes - including Quarterly Budget Reviews, Annual Financial Statements.	Quarterly Budget Reviews presented at the Council meeting following quarter end. Annual Financial Statements submitted to Office of Local Government by statutory due date.	Corporate Services Manager		X	X	X



Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
1.2.13.5	Report compliance information to regulators	Notify any non-conformance as required. Complete annual reporting to NSW Public Health, DPIE, and EPA.	Complete DWMS Annual Report, EPA Annual Return and the Annual Benchmark Report. Notify any non-conformances to the relevant Authority as required.	Production & Services Manager				X

2: Maximising regional water supply

2.1: Plan for the region's future water supply

2.1.1: Future water supply options are proactively identified and evaluated

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
2.1.1.2	Develop a future water strategy	Complete Integrated Water Cycle Management Strategy	Complete the IWCM	Production & Services Manager				X



2.2: Plan for the region's future growth

2.2.1: Our water supply network is able to respond to community growth and development

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
2.2.1.1	Liaise closely with constituent councils regarding growth and development.	Liaise closely with constituent councils regarding growth and development	Engage with Constituent Councils regularly	General Manager	X	X	X	X

2.2.2: Water supply system constraints are identified

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
2.2.2.1	Enhance the system-wide hydraulic model	Engineering staff are to undertake hydraulic modelling training.	Engineering staff have undertaken hydraulic modelling training.	Engineering Manager				X



3: Strategic water management

3.1: Become an industry leader in the water sector

3.1.1: We are open to emerging technology and water cycle management methods

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
3.1.1.1	Develop systems and processes to monitor and report on emerging technology and methods related to water cycle management	Continue to source and research new technologies that may assist Council in gaining efficiencies of operations, storage and access to data or automated control of operations.	Continue to develop Wateroutlook. Source and review new technologies when and where appropriate.	Production & Services Manager				X

3.1.2: We have the capacity to influence water industry direction

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
3.1.2.1	Explore opportunities to influence water industry policy and direction through participation in industry groups and bodies	Council to maintain a committee member role on the NSW Water Directorate. Undertake submissions to State and Federal Governments when and where required.	Production & Services Manager to maintain position as an executive committee member on the NSW Water Directorate	Production & Services Manager			X	



4: Best practice pricing

4.1: Ensure water metering is accurate

4.1.1: There is a high level of confidence in accuracy of water metering internally and amongst stakeholders

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
4.1.1.1	Develop and implement a water meter replacement program	Develop a water meter replacement program.	A program for future meter replacements has been developed.	Operations Manager				X

4.2: Levy and collect water charges

4.2.1: Water meters are read accurately and water account notices issued correctly

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
4.2.1.1	Read water meters by using the AMR network	Read at least 97% of meters by automated meter reading network.	Minimum of 97% meters read through AMR network.	Corporate Services Manager	X	X	X	X
4.2.1.2	Issue water account notices within agreed timeframes	Water accounts issued within 3 weeks of quarter end.	Water accounts issued within 3 weeks of quarter end.	Corporate Services Manager	X	X	X	X



4.3: Deliver a consistent price path

4.3.1: We have a published price path to ensure financial sustainability

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
4.3.1.1	Establish a multi-year price path	Determine scheduled fees and charges consistent with the long term financial plan.	Review LTFP to determine fees and charges schedule for inclusion in operational plan - maintaining financial sustainability (surplus operating results and cash reserves throughout 10 year plan).	Corporate Services Manager				X

5: Proactive customer relations

5.1: Improve customer and community engagement

5.1.1: Feedback from customers is regularly captured and used in decision-making

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.1.1.1	Undertake customer survey	Goldenfields 4 yearly customer survey will be conducted in the 2020/21 Financial Year as outlined in the 2017 - 2021 Community Engagement Strategy.	Customer survey is undertaken	General Manager		X		



Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.1.1.2	Review and action customer survey feedback	Goldenfields 4 yearly customer survey will be conducted in the 2020/21 Financial Year as outlined in the 2017 - 2021 Community Engagement Strategy. Insights from this survey will be utilised to improve our engagement with customers and the community.	Insights from the survey are considered when formulating the 2021-25 Community Engagement Strategy.	General Manager				X

5.1.2: Our community understands what we do and has regular opportunities to be involved with us

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.1.2.1	Develop and implement a Customer Engagement Strategy	Goldenfields 4 year community engagement strategy is developed utilising information gathered from the community including the customer survey.	Goldenfields Water 2021-2025 Community Engagement Strategy is developed.	General Manager				X



5.1.3: Our customer service goals are contained within a published Customer Service Charter, and we are accountable to them

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.1.3.2	Communicate service levels to the community in plain English	Levels of service identified within the IWCM are communicated to our customers.	Our customers are made aware of the levels of service identified within the Integrated Water Cycle Management Plan.	General Manager				X

5.1.4: We participate in improving understanding of water management and sustainable water practices in our community

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.1.4.1	Provide relevant information to the community through a variety of channels	Information regarding water management and sustainable water practices is delivered to our community through a variety of advertising mediums.	Our community is provided information on water management and sustainable water practices.	General Manager	X	X	X	X



Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.1.4.2	Public education information about water management and sustainable water practice is developed and published within our community	Goldenfields Water will host 'Depth Days' at the Jugiong Water Treatment Plant for schools within our supply area. During Water Week, Goldenfields will work with local schools and pre-schools to provide interactive sustainable water themed resources.	Goldenfields hosts 'Depth Days' and engages with local schools and preschools during Water Week to provide sustainable water themed resources.	General Manager			X	

5.2: Develop and maintain strong links with stakeholders

5.2.1: We have close relationships with the Riverina Eastern Regional Organisation of Councils (REROC)

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.2.1.1	Participate in opportunities for resource, expertise and knowledge sharing with REROC	Participate in opportunities for resource, expertise and knowledge sharing with REROC	Goldenfields actively attends REROC meetings	General Manager	X	X	X	X



Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.2.1.2	Work closely with REROC to improve service efficiency and effectiveness and promote matters of common interest	Work closely with REROC to improve service efficiency and effectiveness and promote matters of common interest	Goldenfields participates in projects with a joint interest.	General Manager	X	X	X	X

5.2.2: We have close relationships with our constituent councils

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.2.2.1	Communicate and engage with constituent councils regularly	Engage with our Constituent Councils regularly, including annual meetings or as necessary.	We have regularly engaged with our Constituent Councils	General Manager			X	
5.2.2.2	Identify where we can partner with constituent councils to attract growth and new business to the region	Assist Constituent Councils where possible to attract growth and new business to the region	Joint projects undertaken where viable	General Manager		X		



5.2.3: We have a positive corporate reputation within our community and wider industry

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
5.2.3.1	Keep the community, media and internal and other stakeholders informed with relevant and timely information via the most appropriate channels	Information regarding Goldenfields' current works, major upcoming works, educational programs and general updates are provided through our bi-annual Customer Newsletter. Goldenfields stakeholders will consistently be updated with information through a variety of traditional and modern media platforms.	Goldenfields Customer Newsletter is circulated in April and October and information is regularly provided through various media platforms.	General Manager		X		X



6: Environmental protection and sustainability

6.1: Develop social responsibility for the water cycle

6.1.1: We provide a water supply that provides the best value for money considering social, environmental and economic considerations

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
6.1.1.1	Develop and implement an Integrated Water Cycle Management Plan using established community expectations and asset management information	Complete Integrated Water Cycle Management Strategy	Host the Project Reference Group workshop and review and finalise the Draft IWCM Issues Paper. Commence strategy development	Production & Services Manager				X



6.2: Ensure natural resources are used efficiently

6.2.1: We regularly review energy use to proactively identify and implement usage reduction activities to lower costs and reduce carbon footprint

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
6.2.1.2	Educate operators responsible for sites with highest energy consumption	Provide access to information to operators of large energy usage sites.	Review control operations of all large energy usage sites and educate operators in managing time of use recommendations.	Production & Services Manager				X
6.2.1.3	Renewable energy sources are utilised where viable	Investigate and review any renewable projects where viable.	Review Solar options for small sites and investigate alternative renewable energy projects for reducing Councils long term costs of energy.	Production & Services Manager				X
6.2.1.4	Carbon Footprint is monitored and regularly reported	Maintain an energy usage and cost data base.	Maintain the population of Azility cloud base systems to actively monitor our energy usage and costs.	Production & Services Manager				X



6.2.2: Water use efficiency is increased across the network

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
6.2.2.2	Provide customer interface to monitor water usage	Customers are encouraged to sign up to the Goldenfields Water App. The Goldenfields Water App is utilised to provide customers with updates.	Customer registration to the Goldenfields App has increased	General Manager			X	

6.3: Manage the water supply's sustainability and security

6.3.1: Risks to the water supply's sustainability and security are identified and monitored

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
6.3.1.1	Continue to monitor the water resource environment	Actively monitor our raw water source via both hydrological and water quality parameters	Undertake monthly sampling and testing of raw water quality samples. Monitor Council's access entitlements to source water and ensure restrictions are utilised when and where required.	Production & Services Manager				X
6.3.1.2	Educate and provide water efficiency information	Council staff are informed and educated of the risks to water supply sustainability, and policies and practices are reviewed in line with this information.	Goldenfields policies and practices are aligned with water supply sustainability.	General Manager			X	



7: Efficient operations

7.1: Improve business efficiency

7.1.1: We have an efficient corporate structure

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
7.1.1.1	Review corporate structure and align with service levels	Goldenfields Corporate structure is reviewed within 12 months of the ordinary election of council to best meet the organisation's requirements.	Goldenfields Corporate structure is efficiently aligned to meet organisational requirements, having been reviewed within 12 months of the ordinary election of council.	General Manager				X

7.1.2: Information management is integrated across the organisation

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
7.1.2.2	Continually update and improve the Geographic Information System	Continually update and improve the Geographic Information System	GIS enhancements are implemented	Engineering Manager				X



7.1.3: Corporate systems are implemented to support improvements in business efficiency

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
7.1.3.4	Implement an electronic works management system	Contract management module added to Authority suite	Contract management module added to Authority suite	Engineering Manager				X

7.1.5: Fleet management is optimised

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
7.1.5.1	Review fleet requirements annually	Prepare annual fleet replacement budget and review quarterly.	Prepare annual fleet budget for inclusion in Capital Works Program. Review progress quarterly during Quarterly Budget Reviews.	Corporate Services Manager		X	X	X
7.1.5.2	Implement a fleet management system	To be considered when the Corporate structure is reviewed.	Considered as part of the Corporate structure review.	General Manager				X



7.3: Reduce exposure to business risks

7.3.2: Environmental management practices are in place to reduce exposure to environmental risk

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
7.3.2.1	Develop and implement an environmental management system	Consideration is to be given to the development of an environmental management system during 2020/21.	Consideration has been given to the development of an environmental management system.	Production & Services Manager				X

7.3.3: Integrated risk management is part of asset management processes

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
7.3.3.1	Embed risk management into asset renewal process	Asset renewals are prioritised based on investment prioritisation model.	Prioritisation reported to MANEX	Engineering Manager				X



7.4: Improve the efficiency of operations in the field

7.4.1: We have an efficient, mobile workforce

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
7.4.1.2	Implement mobile platform for works management	The current Customer Service Calls application is to be further utilised to streamline operations in the field.	The utilisation of the Customer Service Call application has been expanded to streamline operations in the field.	Corporate Services Manager				X

8: Highly skilled and energetic workforce

8.1: Improve the management of human resources

8.1.1: Our workforce is motivated, skilled and flexible

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
8.1.1.1	Develop and implement a workforce management strategy	Goldenfields Workforce Management Plan is developed to meet the organisational requirements identified within the four year Delivery Program for 2021-2025.	Goldenfields Workforce Management Plan has been developed and adopted by the Board.	General Manager				X



Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
8.1.1.2	Provide staff with professional development opportunities that meet future needs	Provide staff with professional development opportunities that meet organisational future needs	Annual staff development plans completed, training undertaken for identified gaps	General Manager				X
8.1.1.3	Undertake an annual employee survey	An annual staff survey is undertaken to identify areas that are going well, areas that could be improved and how staff are best supported to effectively perform their roles.	Annual staff survey is undertaken and results considered to enhance organisational functions.	General Manager		X		



9: Financially sustainable

9.1: Deliver responsible financial management

9.1.1: Our Organisation is financially sustainable

Key Activity Code	Key Activity	Action Name	Performance Measure	Responsible Officer Position	Q1	Q2	Q3	Q4
9.1.1.1	Develop a long-term financial management plan	Develop and undertake annual review of long term financial plan.	Review long term financial plan annually in conjunction with operational plan preparation.	Corporate Services Manager				X
9.1.1.4	Develop capital works programs in-line with the planned price path	Capital works program is developed in accordance with Council's asset management and investment frameworks and is achievable within Council's long term financial plan.	Capital works program is developed in accordance with Council's asset management and investment frameworks and is achievable within Council's long term financial plan.	Engineering Manager				X



Statement of Revenue Policy

Council obtains its income from the following sources:

Water Access and User Charges

Council has adopted a two-part water charge for each of its customer categories, consisting of an access charge based on service connection sizing and a user charge based on the water consumed.

Council levies interest on overdue charges. The interest rate is maximum allowable by the NSW Office of Local Government.

Interest on Investments

Council invests surplus funds in accordance with its Investment Policy.

Fees

Council charges appropriate fees for service. These fees are based on actual costs and ensure that those who benefit from the service pay for it.

Private works

Occasionally Council carries out private works. Any such works are undertaken at a cost to the applicant.

Grants and Subsidies

Council will receive the Pensioner Rebate Subsidy provided by the State Government in 2020-2021. This subsidy offsets 55% of the total rebate provided.

Developer Contributions

Developers are required to pay the cost of providing the assets that they require. These costs usually fall into two categories:

The reticulated pipes which a developer is required to pay in full; and

A section 64 contribution towards the provision of infrastructure (headworks e.g. contribution for treatment plants, major pipelines etc)

Loan Borrowings

New capital infrastructure projects can be funded from borrowings. Council would normally expect that such borrowing approvals to be granted.

Council has not provided for any specific borrowings for 2020-2021.

Access and Usage Charges Statement

The following is a brief explanation of how Council categorises its customer base.

Residential

Customers are categorised as residential if:

The connection is within the Council's urbanised areas serviced by a reservoir via a reticulated distribution network and the main use is for residential accommodation (but not as a hotel, motel, guest-house, boarding house, lodging house or nursing home).

It is a vacant land within this Council's urbanised areas serviced by a reservoir via a reticulated distribution network.



Non Residential Rural

Customers are categorised as non-residential rural if:

The connection is located outside this Council urbanised areas, is serviced directly from a main and the main use is for stock and domestic.

Non-residential Other

Customers are categorised as non-residential other if:

The connection is within this Council's urbanised areas serviced by a reservoir via a reticulated distribution network and the main use is for commercial, industrial, community or institutional.

Other remote and direct connections to mains outside of this Council's urbanised areas where there is no commercial rural activity.

Non-Residential High Volume Monthly

Customers are categorised as non-residential high volume monthly if:

The main use is for commercial, industrial, community or institutional and the customer uses over 50,000kl pa.

Non-Residential Bulk Councils

Hilltops Council and Cootamundra Gundagai Regional Council together with water supplied to Riverina Water consumers are categorised as non-residential Bulk Councils.

Council's Annual Access and Usage charges, Interest, Fees, Private Works, and/or Developer Contributions are levied and or charged under various sections on the NSW Local Government Act including but not limited to sections 501, 502, 552, 566 section 64 and its cross reference to water Management Act section 305-307 and NSW Local Government Act Chapter 15, Part 10 Division 3.



Projected Yield

In 2020/21 water charges are proposed under the following categories, with the total forecast yield and percentage of total projected yield to be raised from each category as follows:

Customer Categories	\$'000	% Within Category	% of Total
Residential	6,362		30.2%
Access Charges	1,462	23%	
Usage Charges	4,900	77%	
Non-Residential Rural	4,668		22.2%
Access Charges	1,457	31%	
Usage Charges	3,211	69%	
Non-Residential Other	2,299		10.9%
Access Charges	932	41%	
Usage Charges	1,367	59%	
Non-Residential High Volume Monthly	1,548		7.4%
Access Charges	45	3%	
Usage Charges	1,503	97%	
Non-Residential Bulk Council	5,946		28.2%
Access Charges	1,437	24%	
Usage Charges	4,509	76%	
Non-Residential Standpipes	227		1.1%
Access Charges	2	1%	
Usage Charges	225	99%	
TOTAL PROJECTED YIELD	21,050		100%



Appendix A – Estimates of Income and Expenditure 2020/21

Goldenfields Water County Council						
INCOME STATEMENT	Current Year	Projected Years				
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income from Continuing Operations						
Revenue:						
Rates & Annual Charges	5,335	5,165	5,294	5,453	5,617	5,785
User Charges & Fees	17,221	16,010	16,410	16,901	17,407	17,928
Interest & Investment Revenue	1,648	830	790	805	700	590
Other Revenues	141	100	102	104	106	108
Grants & Contributions provided for Operating Purposes	110	85	85	85	85	85
Grants & Contributions provided for Capital Purposes	900	1,500	1,500	1,250	1,281	1,313
Total Income from Continuing Operations	25,355	23,690	24,181	24,598	25,196	25,810
Expenses from Continuing Operations						
Employee Benefits & On-Costs	6,951	6,644	6,838	7,037	7,242	7,453
Materials & Contracts	3,331	4,060	4,162	4,266	4,372	4,482
Depreciation & Amortisation	7,414	7,521	7,671	7,825	7,981	8,141
Other Expenses	4,115	5,218	5,340	5,466	5,595	5,727
Total Expenses from Continuing Operations	21,812	23,443	24,011	24,594	25,191	25,803
Net Operating Result for the Year	3,543	247	170	4	5	7
Net Operating Result before Grants and Contributions provided for Capital Purposes	2,643	(1,253)	(1,330)	(1,246)	(1,276)	(1,306)



Goldenfields Water County Council						
BALANCE SHEET	Current Year	Projected Years				
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
ASSETS						
Current Assets						
Cash & Cash Equivalents	1,000	500	500	500	500	500
Investments	12,851	11,445	8,680	6,431	5,829	5,144
Receivables	6,387	5,957	5,955	5,985	6,123	6,261
Inventories	836	1,018	1,044	1,070	1,097	1,124
Other	94	135	138	142	145	149
Total Current Assets	21,169	19,056	16,318	14,127	13,694	13,177
Non-Current Assets						
Investments	38,554	34,336	26,041	19,292	17,488	15,431
Infrastructure, Property, Plant & Equipment	266,555	273,312	284,566	293,566	295,865	298,504
Total Non-Current Assets	305,109	307,648	310,607	312,858	313,352	313,934
TOTAL ASSETS	326,278	326,704	326,925	326,985	327,047	327,112



Goldenfields Water County Council						
BALANCE SHEET (continued)	Current Year	Projected Years				
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
LIABILITIES						
Current Liabilities						
Payables	1,337	1,556	1,594	1,633	1,673	1,714
Income received in advance	572	531	544	560	577	594
Provisions	1,840	1,840	1,840	1,840	1,840	1,840
Total Current Liabilities	3,748	3,926	3,977	4,033	4,089	4,147
Non-Current Liabilities						
Payables	2	4	4	4	4	4
Provisions	37	37	37	37	37	37
Total Non-Current Liabilities	40	41	41	42	42	42
TOTAL LIABILITIES	3,788	3,968	4,019	4,074	4,131	4,189
Net Assets	322,490	322,736	322,906	322,911	322,916	322,923
EQUITY						
Retained Earnings	97,044	97,290	97,460	97,465	97,470	97,477
Revaluation Reserves	225,446	225,446	225,446	225,446	225,446	225,446
Total Equity	322,490	322,736	322,906	322,911	322,916	322,923
Total Cash & Investments	52,406	46,282	35,222	26,222	23,817	21,074



Goldenfields Water County Council	
OPERATING BUDGET SUMMARY	
	2020/21 \$'000
REVENUE	
Annual Charges	5,250
Water Sales	15,715
Interest	830
User Charges	195
Developer Contributions	1,500
Total Revenue	23,490
EXPENDITURE	
Pump Stations	2,400
Reservoirs	250
Treatment Plants	3,225
Mains - Trunk (Town to Town)	564
Mains - Reticulation (In Town)	862
Mains - Rural (Outside Town)	292
Bores	213
Buildings	49
Management & Depreciation	15,387
Total Expenditure	23,243
OPERATING RESULT	247



Goldenfields Water County Council		
2020/21 BUDGETED CASH POSITION	Current Year 2019/20 \$'000	Projected 2020/21 \$'000
Reconciliation of Cash Position		
Change in net assets from continuing operations	3,543	247
Add back Non Cash Expenses		
Depreciation	7,414	7,521
Add cashflows from Financing Activities		
Proceeds from sale of Assets	687	691
Less Cashflows from Investing Activities		
Purchase of Infrastructure, Property, Plant & Equipment	(9,978)	(14,278)
Cash Surplus/ (Deficit)	1,666	(5,819)
Equity Movements		
Reserve Funds - Increase / (Decrease)	1,666	(5,819)



Goldenfields Water County Council		
2020/21 CAPITAL BUDGET SUMMARY	Current Year 2019/20 \$'000	Projected 2020/21 \$'000
Capital Budget		
Income		
Capital Funding		
Capital Grants & Contributions	900	1,500
Proceeds from sale - Infrastructure, Property Plant & Equipment	687	691
Internal Restrictions	5,748	13,340
Operating Revenue	2,643	(1,253)
Total Capital Funding	9,978	14,278
Capital Expenditure		
New Assets		
Water Supply Infrastructure	2,990	2,250
Plant & Equipment	341	-
IT / Office Equipment	35	-
Land & Buildings	50	300
Renewal Assets		
Water Supply Infrastructure	5,198	10,350
Plant & Equipment	1,143	1,265
IT / Office Equipment	71	78
Furniture & Fittings	-	5
Land & Buildings	150	30
Total Capital Expenditure	9,978	14,278



**Goldenfields Water County Council
CAPITAL WORKS BUDGET
2020/21 TO 2024/25**

	BUDGET 2020/21	BUDGET 2021/22	BUDGET 2022/23	BUDGET 2023/24	BUDGET 2024/25
CAPITAL INCOME:	\$	\$	\$	\$	\$
Asset Sales	691,000	700,000	350,000	350,000	350,000
Capital Contributions	1,300,000	1,332,500	1,365,813	1,399,958	1,434,957
TOTAL CAPITAL INCOME:	1,991,000	2,032,500	1,715,813	1,749,958	1,784,957

CAPITAL EXPENDITURE					
	\$	\$	\$	\$	\$
NEW SYSTEM ASSETS:					
Land & Buildings	300,000	-	-	-	-
Mains - Developer Paid	40,000	40,000	40,000	40,000	40,000
Mains - Trunk	180,000	-	-	-	-
Mains - Reticulation	150,000	125,000	75,000	150,000	150,000
Mains - Rural	1,800,000	1,800,000	500,000	-	-
Scada	80,000	-	-	-	-
TOTAL NEW SYSTEM ASSETS:	2,550,000	1,965,000	615,000	190,000	190,000



**Goldenfields Water County Council
CAPITAL WORKS BUDGET
2020/21 TO 2024/25**

	BUDGET 2020/21	BUDGET 2021/22	BUDGET 2022/23	BUDGET 2023/24	BUDGET 2024/25
RENEWALS:	\$	\$	\$	\$	\$
Plant & Equipment	1,265,000	1,400,000	750,000	750,000	750,000
Information Technology	78,156	80,000	80,000	80,000	80,000
Furniture and Office Equipment	5,000	5,000	5,000	10,000	10,000
Land & Buildings	30,000	50,000	50,000	50,000	50,000
Mains - Trunk	3,730,000	7,550,000	2,950,000	3,450,000	3,450,000
Mains - Reticulation	25,000	345,000	345,000	545,000	545,000
Mains - Rural	65,000	50,000	50,000	50,000	50,000
Pump Stations	1,055,000	1,800,000	6,000,000	4,700,000	4,700,000
Bores	225,000	200,000	-	-	-
Reservoir Sites	370,000	750,000	3,250,000	225,000	725,000
Treatment Plant	4,680,000	4,530,000	2,530,000	30,000	30,000
Emergency Works	200,000	200,000	200,000	200,000	200,000
TOTAL RENEWALS ASSETS:	11,728,156	16,960,000	16,210,000	10,090,000	10,590,000
TOTAL CAPITAL EXPENDITURE:	14,278,156	18,925,000	16,825,000	10,280,000	10,780,000



Appendix B – Fees and Charges

Name	Year 19/20 Fee (incl. GST)	Year 20/21 Fee (incl. GST)	Legislation	GST
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Goldenfields Water County Council

Access Charges (Annual)

Residential

20mm Connection Quarterly Charge: \$50.00	\$200.00	\$200.00	Local Government Act 1993 Section 501	N
25mm Connection Quarterly Charge: \$78.00	\$312.00	\$312.00	Local Government Act 1993 Section 501	N
32mm Connection Quarterly Charge: \$128.00	\$512.00	\$512.00	Local Government Act 1993 Section 501	N
40mm Connection Quarterly Charge: \$200.00	\$800.00	\$800.00	Local Government Act 1993 Section 501	N
50mm Connection Quarterly Charge: \$313.00	\$1,252.00	\$1,252.00	Local Government Act 1993 Section 501	N
80mm Connection Quarterly Charge: \$800.00	\$3,200.00	\$3,200.00	Local Government Act 1993 Section 501	N

Non-Residential – Rural

20mm Connection Quarterly Charge: \$160.00	\$640.00	\$640.00	Local Government Act 1993 Section 501	N
25mm Connection Quarterly Charge: \$250.00	\$1,000.00	\$1,000.00	Local Government Act 1993 Section 501	N
32mm Connection Quarterly Charge: \$410.00	\$1,640.00	\$1,640.00	Local Government Act 1993 Section 501	N

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Name	Year 19/20 Fee (incl. GST)	Year 20/21 Fee (incl. GST)	Legislation	GST
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Non-Residential – Rural [continued]

40mm Connection Quarterly Charge: \$640.00	\$2,560.00	\$2,560.00	Local Government Act 1993 Section 501	N
50mm Connection Quarterly Charge: \$1,000.00	\$4,000.00	\$4,000.00	Local Government Act 1993 Section 501	N
80mm Connection Quarterly Charge: \$2,560.00	\$10,240.00	\$10,240.00	Local Government Act 1993 Section 501	N

Non-Residential – Other

Includes: Commercial, Industrial, Institutional, Community, Direct and Remote

20mm Connection Quarterly Charge: \$88.00	\$352.00	\$352.00	Local Government Act 1993 Section 501	N
25mm Connection Quarterly Charge: \$137.00	\$548.00	\$548.00	Local Government Act 1993 Section 501	N
32mm Connection Quarterly Charge: \$225.00	\$900.00	\$900.00	Local Government Act 1993 Section 501	N
40mm Connection Quarterly Charge: \$350.00	\$1,400.00	\$1,400.00	Local Government Act 1993 Section 501	N
50mm Connection Quarterly Charge: \$550.00	\$2,200.00	\$2,200.00	Local Government Act 1993 Section 501	N
80mm Connection Quarterly Charge: \$1,410.00	\$5,640.00	\$5,640.00	Local Government Act 1993 Section 501	N
100mm Connection Quarterly Charge: \$2,200.00	\$8,800.00	\$8,800.00	Local Government Act 1993 Section 501	N

Name	Year 19/20 Fee (incl. GST)	Year 20/21 Fee (incl. GST)	Legislation	GST
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Non-Residential – High Volume (Monthly)

20mm Connection Monthly Charge: \$25.00	\$300.00	\$300.00	Local Government Act 1993 Section 501	N
25mm Connection Monthly Charge: \$39.00	\$468.00	\$468.00	Local Government Act 1993 Section 501	N
32mm Connection Monthly Charge: \$64.00	\$768.00	\$768.00	Local Government Act 1993 Section 501	N
40mm Connection Monthly Charge: \$100.00	\$1,200.00	\$1,200.00	Local Government Act 1993 Section 501	N
50mm Connection Monthly Charge: \$156.00	\$1,872.00	\$1,872.00	Local Government Act 1993 Section 501	N
80mm Connection Monthly Charge: \$400.00	\$4,800.00	\$4,800.00	Local Government Act 1993 Section 501	N
100mm Connection Monthly Charge: \$625.00	\$7,500.00	\$7,500.00	Local Government Act 1993 Section 501	N
150mm Connection Monthly Charge: \$1,406.00	\$16,872.00	\$16,872.00	Local Government Act 1993 Section 501	N

Non-Residential – Bulk Councils

Applied per equivalent no. of 20mm connections	\$136.00	\$136.00	Local Government Act 1993 Section 501	N
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Vacant Unconnected Properties

20mm Connection (applied to new subdivisions after 1/07/2011) Quarterly Charge: \$50.00	\$200.00	\$200.00	Local Government Act 1993 Section 552	N
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Name	Year 19/20 Fee (incl. GST)	Year 20/21 Fee (incl. GST)	Legislation	GST
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Consumption Charges (per kilolitre)

* Excess Charges apply when allocated volumes exceeded

Residential Charge – all consumption	\$2.45	\$2.45	Local Government Act 1993 Section 502	N
Non-Residential Rural – all consumption*	\$1.69	\$1.69	Local Government Act 1993 Section 502	N
Non-Residential Rural – Mandamah consumption*	\$2.45	\$2.45	Local Government Act 1993 Section 502 and Section 552	N
Non-Residential Other – all consumption*	\$2.04	\$2.04	Local Government Act 1993 Section 502	N
Non-Residential High Volume Monthly consumption*	\$2.21	\$2.21	Local Government Act 1993 Section 502	N
Non-Residential Bulk Council – all consumption	\$1.67	\$1.67	Local Government Act 1993 Section 502	N
*Excess Charges	\$4.50	\$3.75	Local Government Act 1993 Section 502	N

Water Filling Stations & Temporary Water Supply Charges

Water Filling Station Charges

AvData Key Deposit	\$50.00	\$50.00	Local Government Act 1993 Section 608	N
Minimum AvData when purchased at Goldenfields Water Office	\$60.00	\$60.00	Local Government Act 1993 Section 608	N

Standpipe / Temporary Water Supply Charges

Deposit for Non-Local Customer	\$1,000.00	\$1,000.00	Local Government Act 1993 Section 608	N
Short Term Hire (per week or part thereof)	\$80.00	\$80.00	Local Government Act 1993 Section 608	N
Annual Hire (per annum of part thereof – nil consumption allow)	\$330.00	\$330.00	Local Government Act 1993 Section 501	N
All Portable Standpipe Water Sales – per kilolitre (Commercial, Portable & Temporary)	\$4.50	\$3.75	Local Government Act 1993 Section 502	N
Maximum Retail Charge – Standpipe Water Sales	\$6.00	\$5.00	Local Government Act 1993 Section 502	N

Name	Year 19/20 Fee (incl. GST)	Year 20/21 Fee (incl. GST)	Legislation	GST
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Connection & Developer Charges

Water Connection & Development Proposals

Assess development proposals (incl subdivision, strata & community/neighbourhood plans - per connection) incl site inspection

Single connection	\$285.00	\$295.00	Local Government Act 1993 Section 608	N
Up to 5 connections	\$230.00	\$235.00	Local Government Act 1993 Section 608	N
6 to 15 connections	\$205.00	\$210.00	Local Government Act 1993 Section 608	N
16 to 30 connections	\$175.00	\$180.00	Local Government Act 1993 Section 608	N
> 30 connections		POA	Local Government Act 1993 Section 608	N

Infrastructure Charges

Equivalent Tenement (ET) = 250 kilolitres per annum

Retail DSP areas (per ET)	\$7,800.00	\$7,800.00	Local Government Act 1993 (Water Management Act 2000) Section 64 (Section 306 WMA) / Section 608	N
Bulk Council DSP areas (per ET)	\$7,134.00	\$7,134.00	Local Government Act 1993 (Water Management Act 2000) Section 64 (Section 306 WMA) / Section 608	N

Augmentation Charges – Tapping, Service and Meter Charges

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

Augmentations: additional charges may apply where Dial Before You Dig indicates other services that require external location

20mm Connection	\$1,750.00	\$1,800.00	Local Government Act 1993 (Water Management Act 2000) Section 64 (Section 306 WMA) / Section 608	N
25mm Connection	\$1,950.00	\$2,000.00	Local Government Act 1993 (Water Management Act 2000) Section 64 (Section 306 WMA) / Section 608	N
32mm Connection	\$2,550.00	\$2,600.00	Local Government Act 1993 (Water Management Act 2000) Section 64 (Section 306 WMA) / Section 608	N

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Name	Year 19/20 Fee (incl. GST)	Year 20/21 Fee (incl. GST)	Legislation	GST
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Augmentation Charges – Tapping, Service and Meter Charges [continued]

40mm Connection	\$2,950.00	\$3,000.00	Local Government Act 1993 (Water Management Act 2000) Section 64 (Section 306 WMA) / Section 608	N
50mm Connection	\$3,450.00	\$3,550.00	Local Government Act 1993 (Water Management Act 2000) Section 64 (Section 306 WMA) / Section 608	N
> 50mm Connection		At Cost	Local Government Act 1993 (Water Management Act 2000) Section 64 (Section 306 WMA) / Section 608	N
20mm Connection where service pipe has already been laid	\$350.00	\$360.00	Local Government Act 1993 (Water Management Act 2000) Section 64 (Section 306 WMA) / Section 608	N
NR Rural – Mandamah Annual Augmentation Charge (per Entity) – Stage 1 Quarterly Charge: \$127.25	\$500.00	\$509.00	Local Government Act 1993 Section 552	N
NR Rural – Mandamah Annual Augmentation Charge (per Entity) – Stage 2 Quarterly Charge: \$125.00	\$0.00	\$500.00	Local Government Act 1993 Section 552	N

Customer Services

Bulk Customer Charges

Bulk Customer – Backflow Device Testing (per device) plus additional hourly rates may apply	\$0.00	\$335.00	Local Government Act 1993 Section 608	N
Bulk Customer – Backflow Installation	\$0.00	\$1,800.00	Local Government Act 1993 Section 608	N
Bulk Customer – Trunk Main New Connection	\$0.00	\$12,950.00	Local Government Act 1993 Section 608	N
Bulk Customer – Trunk Main Relocation During Construction Fee	\$0.00	\$5,950.00	Local Government Act 1993 Section 608	N

Backflow Prevention

*Charges apply to 20mm installation. Larger sizes charged at cost.

Installation of RPZD device (incl cost of device)*	\$950.00	\$975.00	Local Government Act 1993 Section 608	N
Inspection & Testing of Backflow Prevention Device (per device) plus additional hourly charges may apply	\$325.00	\$335.00	Local Government Act 1993 Section 608	N

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Name	Year 19/20 Fee (incl. GST)	Year 20/21 Fee (incl. GST)	Legislation	GST
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Backflow Prevention [continued]

Installation of Double Check Valve*	\$260.00	\$265.00	Local Government Act 1993 Section 608	N
Yearly Servicing of Double Check Valve	\$63.00	\$65.00	Local Government Act 1993 Section 608	N

Pipe Locations

Locate Only (min 1 Hour)	At Cost (min \$150/hr)		Local Government Act 1993 Section 608	N
	Last YR Fee At Cost (min \$145/hr)			
Locate and Expose (min 24 hours notice) (min 1 Hour)	At Cost (min \$150/hr)		Local Government Act 1993 Section 608	N
	Last YR Fee At Cost (min \$145/hr)			

Engineering Services

Site Inspections (per visit)	\$290.00	\$300.00	Local Government Act 1993 Section 608	N
Pressure Testing of New Mains	\$725.00	\$745.00	Local Government Act 1993 Section 608	N
Chlorination / Disinfection of New Mains (per service)	\$725.00	\$745.00	Local Government Act 1993 Section 608	N
Cutting in of New Mains		At Cost	Local Government Act 1993 Section 608	N
Site Survey (per day)	\$875.00	\$900.00	Local Government Act 1993 Section 608	N
Design and Drafting including Plans (per day)	\$975.00	\$990.00	Local Government Act 1993 Section 608	N

Private Works

Private Works Admin Fee	10% (Max \$500)		Local Government Act 1993 Section 608	Y
Hire rates for Labour, Plant & Equipment		POA	Local Government Act 1993 Section 608	Y
	Last YR Fee POA (at cost)			

Name	Year 19/20 Fee (incl. GST)	Year 20/21 Fee (incl. GST)	Legislation	GST
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Other Charges

Administrative Fees

Administration

S603 Certificate – Search Enquiry Certificate Fee (State Govt scheduled fee) – per property	\$85.00	\$85.00	Local Government Act 1993 Section 603	N
S603 Certificate Urgency Fee – process in less than three working days (incl Certificate)	\$170.00	\$170.00	Local Government Act 1993 Section 603 and Section 608	N
Restriction / Disconnection Attendance Fee – Permanent or Temporary (non-payment of account or at customer request)	\$145.00	\$150.00	Local Government Act 1993 Section 608	N
Reconnection Fee after Temporary Restriction / Disconnection	\$145.00	\$150.00	Local Government Act 1993 Section 608	N
Debt Recovery Attendance Fee (serving notices)	\$145.00	\$150.00	Local Government Act 1993 Section 608	N

Meter Test Deposit

Non-refundable if meter registers less than 4% more than the correct quantity

20 or 25mm meter	\$145.00	\$145.00	Local Government Act 1993 Section 608	N
32 or 40mm meter	\$220.00	\$220.00	Local Government Act 1993 Section 608	N
50 or 80mm meter	\$290.00	\$290.00	Local Government Act 1993 Section 608	N
> 80mm meter		At Cost	Local Government Act 1993 Section 608	N

Special Meter Reading

Refundable if routine reading by Council is in error

Routine service (min 48 hours notice)	\$85.00	\$87.50	Local Government Act 1993 Section 608	N
Same Day Service	\$145.00	\$150.00	Local Government Act 1993 Section 608	N
Special Enquiry/Certificate/Attendance Fee per hour (min 1 hour)	\$145.00	\$150.00	Local Government Act 1993 Section 608	N

Name	Year 19/20 Fee (incl. GST)	Year 20/21 Fee (incl. GST)	Legislation	GST
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Other

Installation of Remote Meter Reading Device	-	-	Local Government Act 1993 Section 608	N
	Last YR Fee At Cost			
Interest on Overdue Accounts	Max rate allowed	Max rate allowed	Local Government Act 1993 Section 566	N
	Last YR Fee 7.5%			
Processing of Dishonoured Cheques	\$55.00	\$55.00	Local Government Act 1993 Section 608	N
Processing of Dishonoured Direct Debit (initial \$0, each subsequent dishonour)	\$25.00	\$25.00	Local Government Act 1993 Section 608	N
Copy of Documents (per copy) when freely available from website	\$33.00	\$33.00	Local Government Act 1993 Section 608	N

Government Information (Public Access) Act 2009 Requests

Application Fee	\$30.00	\$30.00	Government Information (Public Access) Act 2009 Section 41	N
Processing Charge (/hr after first 20hrs)	\$30.00	\$30.00	Government Information (Public Access) Act 2009 Section 64	N
Internal Review	\$40.00	\$40.00	Government Information (Public Access) Act 2009 Section 85	N
Amendment of Records	No Cost		-	N

NEXT MEETING

The next ordinary meeting of Council is scheduled to be held on Thursday 25 June 2020 at 2.00pm

CLOSE OF BUSINESS

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