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14.3.1. Water Production Report

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14.4.1. Capital Works Progress

14.5. MATTERS SUBMITTED BY THE GENERAL MANAGER

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14.5.3. North Weethalle Reservoir Site Land Acquisition

15. NEXT MEETING

17. CLOSE OF BUSINESS

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 23 April 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.

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

CORRESPONDENCE

REVIEW OF RIVERINA JOINT ORGANISATION & RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS OPERATIONS

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That the Board:

1. Provides in principle support for the way forward determined in relation to the creation of a new regional organisation under the structure of a company limited by guarantee
2. Makes a final decision on Council's participation in the new regional organisation be determined once the funding arrangements for the COVID 19 Local Government Stimulus package have be resolved.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

03 Maximising Regional Water Supply

REPORT

Correspondence from the Chairman of REROC and the Riverina JO has been received regarding a review of the two organisations. Two recommendations have been put forward for consideration in relation to a way forward.

FINANCIAL IMPACT STATEMENT:

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

ATTACHMENTS: Review of JO & REROC Operations

TABLED ITEMS: Questions & Answers & Review completed by Morrison Low



29 April 2020

Cr Dennis Palmer
Chairman
Goldenfields Water County Council
PO Box 220
TEMORA NSW 2666

Dear Dennis

Review of the Riverina Joint Organisation and Riverina Eastern Regional Organisation of Councils Operations

I am writing to you in my dual capacities as Chairman of the Riverina Joint Organisation (RivJO) and Chairman of the Riverina Eastern Regional Organisation of Councils (REROC) in relation to the outcome of the above Review.

As you are aware, when the REROC Member Councils resolved to join the RivJO the decision was made on the basis that the operations of both organisations would be reviewed after 12 months of operation. Member Councils recognised that operating the two organisations side-by-side was not ideal but committed to the approach because the Members believed that it would facilitate a decision in relation to what the best way forward should be to achieve effective collaboration for our Region.

It was further agreed that the Review should be undertaken by an independent consultant. The RivJO commenced operating in October 2018, in late December 2019 the Boards of both organisations appointed Morrison Low to undertake the independent review. The firm commenced work in January 2020, the Terms of Reference for the Review were as follows:

1. Identify the strengths and weaknesses of REROC and the RivJO;
2. Measure and assess the compliance costs associated with the operation of both Organisations:
 - a. Identify the compliance regimes that apply to each
 - b. Determine costs associated with compliance including staff time and resources
 - c. Identify benefits of the compliance regime for each organisation;

3. Determine the minimum operating costs for both Organisations;
4. Measure and assess the cost of duplication associated with running both Organisations side-by-side;
5. Determine the most effective level of staff and resourcing for both Organisations;
6. Determine the opportunity cost of retaining both Organisations or losing one of them, including the implications for the Member Councils and the communities they represent; and
7. Make recommendations on the most efficient and effective way to represent the constituent councils and their communities to deliver the outcomes of in the areas of strategic planning and advocacy, as well as operational activities that benefit the Member Councils and by extension their communities.
8. Make recommendations for future operations including structures and budgets including identifying any constraints to implementing the recommendations.

A single sub-committee representing both Boards was created and tasked with responsibility of overseeing the Review. The sub-committee members were Cr Rick Firman, Cr John Seymour, Cr Abb McAlister, Cr Rodger Schirmer, Cr Neil Smith, Tony Donoghue, Ray Smith, Steve Pinnuck. I was tasked with responsibility for the day-to-day interactions with the consultants.

Morrison Low completed their Review in April, their Review Report (**Attachment One**) was initially considered by the sub-committee with a view to making a recommendation on the preferred way forward. The sub-committee met on April 17 to discuss the Review Report and to make recommendations. The outcome of those discussions is contained in **Attachment Two: Report to the Joint Organisation Board, Review of Operations of REROC and the Riverina Joint Organisation**

The sub-committee agreed that the best way to discuss the Review Report was at a joint workshop of the Riverina JO and REROC Boards. This Workshop was held on 23 April, 2020 with Mr Greg Smith and Mr Steve Bunting from Morrison Low attending to provide advice and respond to questions. A robust discussion ensued with all Members asking questions in relation to the Review Report and the recommendation made by the sub-committee.

At the conclusion of the Workshop it was agreed that sub-committee's recommendation would be taken to the meetings of both Boards for discussion and resolution. Subsequently, each Board considered the recommendation and both resolved as follows:

That as a result of the Review Process that the preferred way forward is the creation of a new Regional Organisation structured as a Company Limited by Guarantee.

The resolution will result in the creation of a single, regional organisation of councils under the governance of the Australian Securities and Investment Commission (ASIC). The vote to create the new organisation was not unanimous, but was passed 7 votes to one.

In resolving to take this pathway forward the Boards of both organisations acknowledge that there have been some significant successes with the operation of the Joint Organisation however, as is the case with many of the JOs in the rest of the State, the RivJO Board recognises that the JO structure is not financially sustainable. The current structure requires that either the State Government makes a significant on-going financial contribution to a JO's core operations or that Members increase their contributions significantly. The latter course of action is not desirable and the former, at least at this stage given current indications, seems unlikely.

The Boards acknowledge that the process of establishing a new organisation as a company limited by guarantee will require time and resources. However, the Boards of both organisations believe that the creation of the new organisation provides a compromise between the low level governance required by the incorporated association structure that dictates REROC's operations and the governance structure that applies to all JOs which mirrors those imposed on councils.

The new structure recognises the limits and resourcing of both REROC and the RivJO and provides members with a viable and we believe affordable way forward.

In making this recommendation the Boards of both organisations recognise that the proposed structure can only be put into place with the agreement of the Minister for Local Government. We propose making a request to the Minister to form the new regional organisation, if the majority of the current members of the RivJO and REROC resolve to take this direction. If the majority of the Member Councils of both organisations do not support the proposal then the Boards of both organisations will revisit the Morrison Low Report with a view to recommending a different pathway.

Further, I note that with the release of the COVID-19 Local Government Stimulus Package on 27 April 2020 circumstances have materially changed in relation to the operation of the JOs since the JO and REROC Boards met on 23 April. Information released by the OLG in relation to the Stimulus Package on 28 April states that "*councils that are members of a JO will need to work with member councils to continue to fund their JO for a period of two years as a condition of funding.*"

At this stage this requirement appears to mean that councils who want to access the Stimulus Package funding must commit to funding their Joint Organisations for a period of two years. I have contacted our local State Members of Parliament and the LGNSW President to seek clarification about this funding condition which only affects councils that are members of a Joint Organisation.

The goal in this process is to deliver the best possible outcome for our member councils where they are represented by a sustainable, workable regional organisation. It is clear that councils will not be able to make a decision on the best way forward until the issues associated with access to the Stimulus Package are resolved. However we are hoping that councils will still be in a position to at least consider the recommendation and participate in discussions which will then provide us with guidance in relation to our next steps.

We are recommending that each council considers the following resolutions in relation to the proposed way forward:

- 1. Council provides in-principle support for the way forward determined in relation to the creation of a new regional organisation under the structure of a company limited by guarantee.**
- 2. A final decision on Council's participation in the new regional organisation be determined once the funding arrangements for the COVID-19 Local Government Stimulus package have been resolved.**

A number of questions have been raised in relation to the proposed way forward and we anticipate that councillors considering the recommendation will have similar questions. Therefore, we have included an Appendix to this letter that highlights questions and provides answers. We trust that this will assist in the decision-making.

I look forward to working with Members to action this resolution and to continue the high level local government collaborations that the eastern Riverina Region excels in. If you would like to discuss anything contained in this correspondence please do not hesitate to contact me on mobile 0429 204 060.

Thank you for your on-going support.

Yours sincerely



Cr Rick Firman *OAM*
Chairman

PO Box 646
Wagga Wagga, NSW 2650

MATTERS OF URGENCY

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

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

NOTICES OF MOTION/RESCISSION MOTIONS

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

CHAIRPERSONS MINUTE

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

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.

PROPERTY PURCHASE

*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 – JUNE 2020

COUNCIL INVESTMENTS

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the report detailing Council Investments as at 31st May 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 decreased by \$1,500,000 from \$54,250,000 as at 31st March 2020 to \$52,750,000 as at 31st May 2020. The decrease is attributable to standard expenditure being paid since the March 2020 investment report and the third quarter accounts not yet being receivable until their due date of 30th June 2020.

Investment Portfolio

Type	Rating	SP Rating	Issuer	Frequency	Purchase	Maturity	Days	Rate	Benchmark*	Principal
FRTD	BBB	A2	Newcastle Permanent	Quarterly	8/06/2017	9/06/2020	1097	3.21	0.27	\$2,000,000
TD	BBB	A2	Auswide Bank	At Maturity	20/06/2018	22/06/2020	733	3.00	0.80	\$1,000,000
TD	AA-	A1+	Westpac	Annual	12/07/2017	13/07/2020	1097	3.01	0.80	\$2,000,000
TD	A	A1	ING Direct	Annual	20/12/2019	5/08/2020	229	1.60	0.57	\$3,000,000
TD	A-	A1	Macquarie Bank	At Maturity	27/02/2020	10/09/2020	196	1.60	0.57	\$2,000,000
TD	AA-	A1+	Westpac	Quarterly	25/09/2017	28/09/2020	1099	3.06	0.80	\$1,000,000
TD	A-	A1	Macquarie Bank	At Maturity	7/04/2020	21/10/2020	197	1.70	0.57	\$2,000,000
TD	BBB+	A2	BOQ	Annual	7/11/2017	9/11/2020	1098	3.00	0.80	\$3,000,000
TD	BBB+	A2	Rural Bank	Annual	6/12/2017	7/12/2020	1097	2.95	0.80	\$3,000,000
TD	A-	A1	Macquarie Bank	At Maturity	17/03/2020	16/12/2020	274	1.60	0.57	\$4,000,000
TD	BBB+	A2	Rural Bank	Annual	9/01/2018	11/01/2021	1098	3.10	0.80	\$3,000,000
TD	AA-	A1+	National Australia Bank	At Maturity	14/02/2020	16/02/2021	368	1.50	0.80	\$3,000,000
TD	NR	NR	Police Credit Union SA	Annual	21/03/2018	22/03/2021	1097	3.15	0.80	\$2,000,000
TD	BBB+	A2	AMP Bank	At Maturity	19/03/2020	25/03/2021	371	1.80	0.80	\$2,000,000
TD	NR	NR	Australian Military Bank	Annual	29/03/2018	29/03/2021	1096	3.20	0.80	\$1,000,000
TD	AA-	A1+	Westpac	Quarterly	24/04/2018	27/04/2021	1099	3.13	0.80	\$3,000,000
TD	BBB	A2	P&N Bank	Annual	27/06/2018	28/06/2021	1097	3.15	0.80	\$3,000,000
TD	BBB+	A2	BOQ	Annual	12/07/2017	12/07/2021	1461	3.45	0.80	\$2,000,000
TD	BBB+	A2	BOQ	Annual	29/10/2018	29/10/2021	1096	3.00	0.80	\$3,000,000
TD	BBB+	A2	AMP Bank	Annual	15/05/2020	17/11/2021	551	1.55	0.80	\$3,000,000
TD	BBB+	A2	BOQ	Annual	12/07/2018	12/07/2022	1461	3.50	0.80	\$1,000,000
CASH	BBB	A2	ME	Monthly				0.85	0.25	\$2,000,000
CASH	AA-	A1+	CBA	Monthly				0.20	0.25	\$1,750,000

TOTAL:

\$52,750,000

*Benchmarks

On Call - RBA Cash

Floating Rate Deposit - 3m BBSW

Term Deposit - 3m BBSW average

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

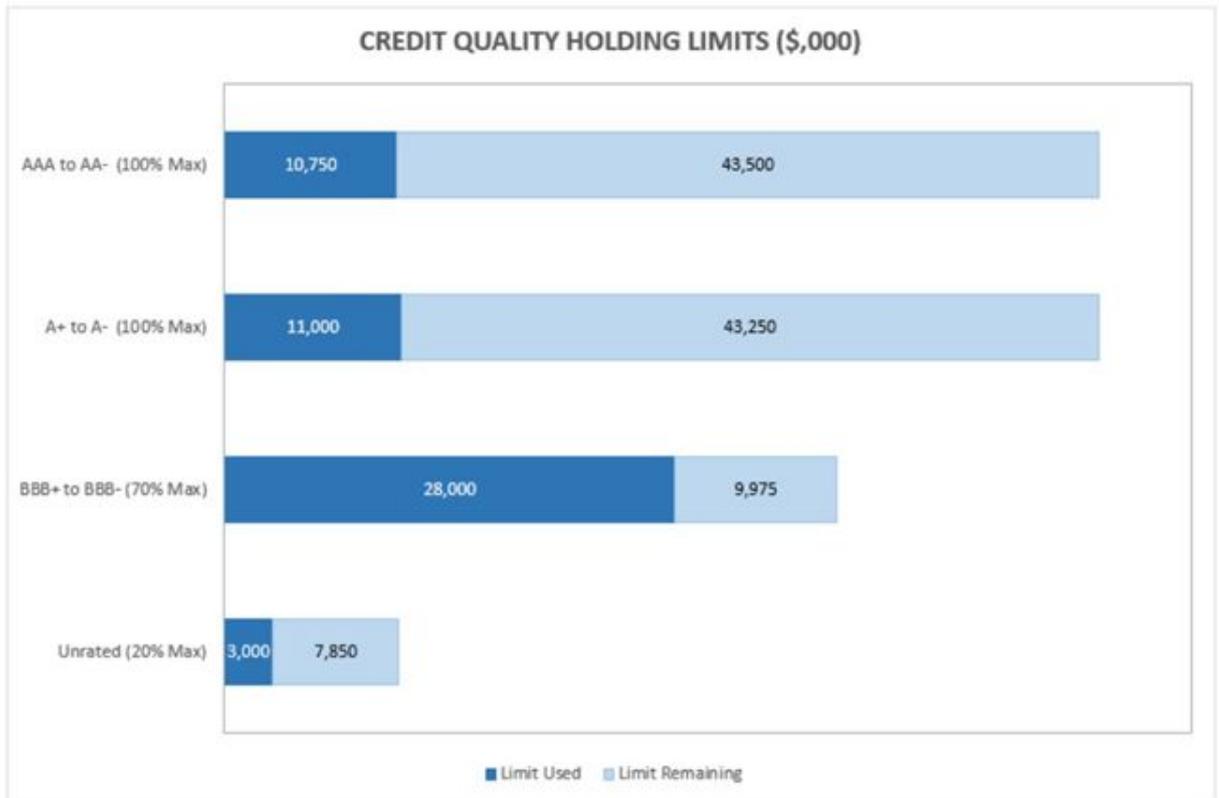
Performance

Goldenfields Water County Council’s investment portfolio outperformed the relevant BBSW Index benchmark by 255%. The average weighted yield for May was 2.25%, over an average weighted term of 239 days, with a benchmark of 0.63%. This strong performance continues to be driven by those deposits still yielding above 3% p.a.

Total Cost 52,750,000	Total Accrued Interest 924,895	Weighted Average Term 239 Days
Total Value 52,750,000	Monthly Accrued Interest 101,590	Weighted Average Yield 2.25%

Credit Quality Compliance

Council’s investment portfolio was compliant with policy in terms of S&P long term rating credit quality limits, as displayed below.

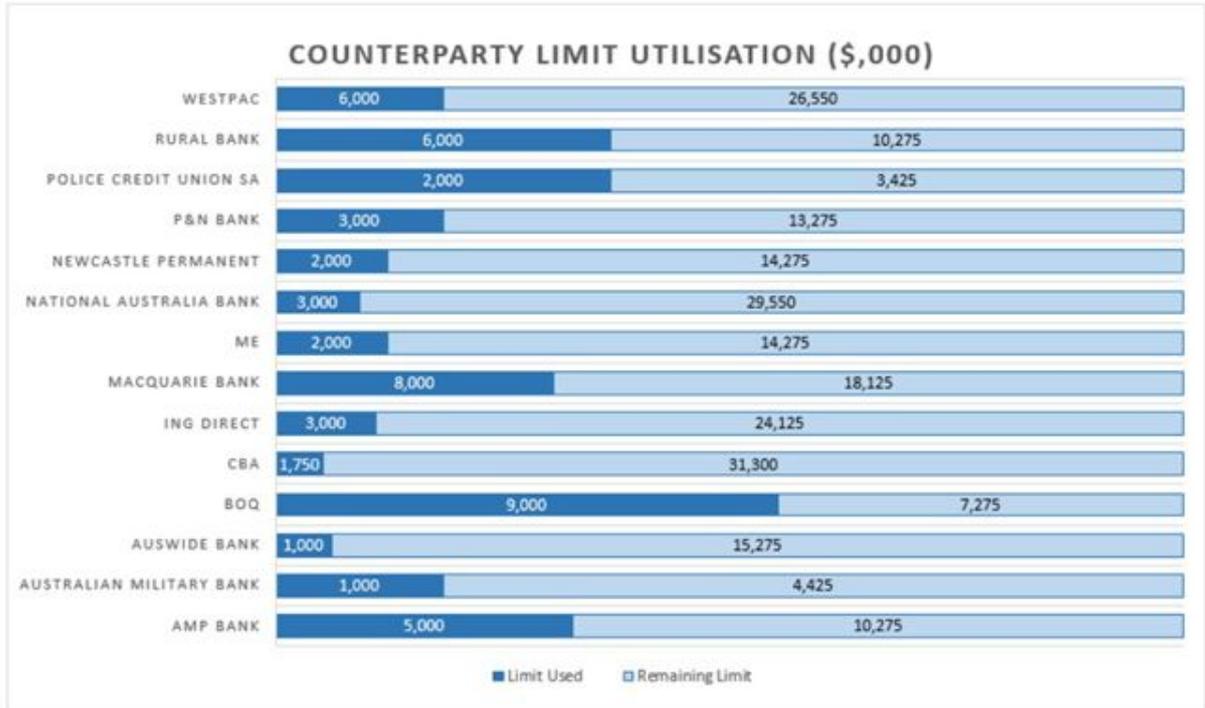


GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

Counter Party Compliance

As at the end of May, Council was compliant with policy in terms of individual financial institution capacity limits. It is worth noting that capacity limits are affected by changes in the on call account balance compared to the total portfolio balance.

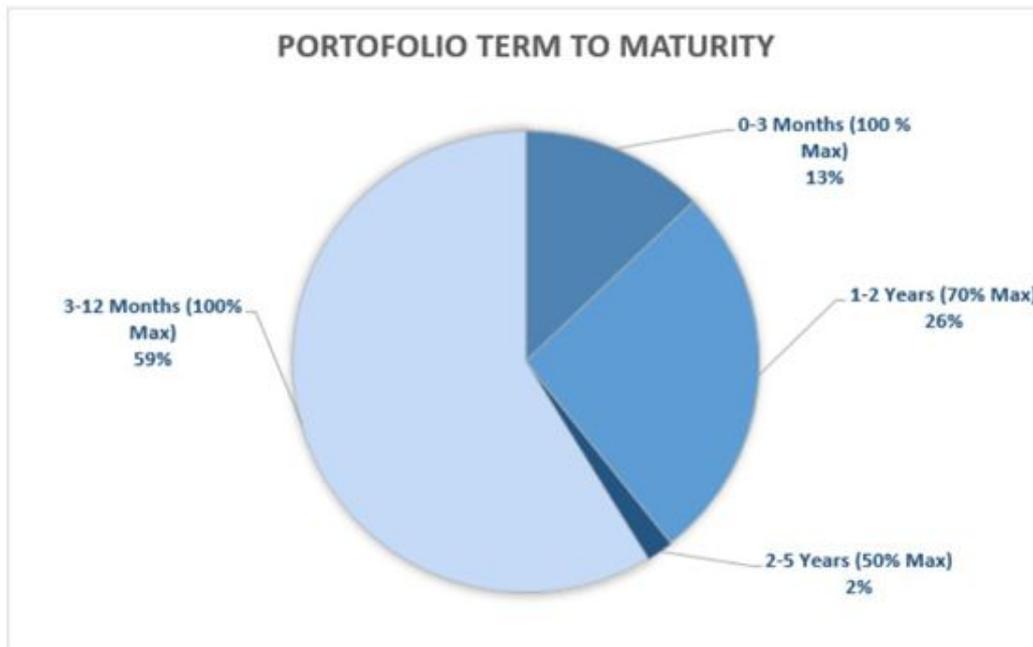
Overall, the portfolio is diversified across a variety of credit ratings, including some exposure to unrated ADIs.



GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

Term to Maturity

Council’s investment portfolio maturities shown graphically below were also compliant with policy requirements.



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:	11,491,000
TOTAL	52,750,000

FINANCIAL IMPACT STATEMENT

Council’s investment portfolio decreased by \$1,500,000 from \$54,250,000 as at 31st March 2020 to \$52,750,000 as at 31st May 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.

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

Signed



Michele Curran
Responsible Accounting Officer

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 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 May 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 May 2020.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Capital Works Progress Report as at 31 May 2020.

TABLED ITEMS: Nil.

Goldenfields Water County Council CAPITAL WORKS PROGRESS AS AT 31st MAY 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)	(572,281)	-	(572,281)		
Total Capital Income:	(473,700)	-	-	-	(213,500)	(687,200)	(572,281)	-	(572,281)	83%	
CAPITAL EXPENDITURE											
NEW SYSTEM ASSETS:											
Plant & Equipment New	243,000	-	40,000	25,000	33,000	341,000	335,445	32,179	367,624	108%	
IT Equipment	100,000	-	-	-	(65,000)	35,000	473	34,335	34,807	99%	
Intangibles	100,000	-	-	-	(100,000)	-	-	-	-	0%	
Land & Buildings	150,000	-	-	(100,000)	-	50,000	25,283	12,993	38,276	77%	
Developer Paid Mains	40,000	-	-	-	80,000	120,000	110,870	1,260	112,130	93%	
Mains	1,850,000	-	-	140,000	(403,000)	1,587,000	1,646,399	49,047	1,695,446	107%	
Backflow Devices	750,000	-	-	(250,000)	(70,000)	430,000	195,759	16,364	212,123	49%	
Pump Stations	-	-	-	-	136,000	136,000	115,201	1,845	117,046	86%	
Reservoirs	-	-	-	-	17,000	17,000	11,104	7,049	18,153	107%	
SCADA	-	-	550,000	150,000	-	700,000	822,757	296,882	1,119,639	160%	
TOTAL NEW SYSTEM ASSETS:	3,233,000	-	590,000	(35,000)	(372,000)	3,416,000	3,263,291	451,954	3,715,245	109%	
RENEWALS:											
Future Capital Project Investigations	250,000	-	(10,000)	-	100,000	340,000	164,894	179,670	344,564	101%	
Plant & Equipment Replacement	888,000	-	10,000	-	245,000	1,143,000	1,059,855	89,925	1,149,781	101%	
IT Equipment	50,000	-	-	-	11,000	61,000	28,724	-	28,724	47%	
Office Equipment	10,000	-	-	-	-	10,000	-	-	10,000	0%	
Intangibles	50,000	-	-	-	(50,000)	-	-	-	-	0%	
Land & Buildings	150,000	-	-	-	-	150,000	41,582	30,914	72,496	48%	
Mains - Renewal & Replacement	3,200,000	-	-	-	(1,830,000)	1,370,000	711,328	294,037	1,005,364	73%	
Meter and Taggle Renewal	170,000	-	-	-	(130,000)	40,000	31,892	-	31,892	80%	
Service Renewals	45,000	-	-	35,000	-	80,000	97,127	1,636	98,763	123%	
Water Treatment Plant	1,000,000	-	-	-	(250,000)	750,000	341,884	390,649	732,533	98%	
Pump Stations	1,725,000	-	-	-	(630,000)	1,095,000	904,715	234,364	1,139,079	104%	
Reservoirs	365,000	-	-	-	(22,000)	343,000	110,166	9,283	119,449	35%	
Bores	400,000	-	-	-	-	400,000	90,233	333,431	423,664	106%	
Water Quality	50,000	-	-	-	(20,000)	30,000	24,350	-	24,350	81%	

Goldenfields Water County Council CAPITAL WORKS PROGRESS AS AT 31st MAY 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	169,239	82,366	251,605	298,395	46%
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	3,775,989	1,646,275	5,422,265	1,139,735	83%
TOTAL CAPITAL EXPENDITURE:	12,886,000	-	40,000	-	(2,948,000)	9,978,000	7,039,281	2,098,229	9,137,510	840,490	92%

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

AUDIT RISK AND IMPROVEMENT COMMITTEE

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

1. That the Board receives and notes the minutes of the Audit, Risk & Improvement Committee meeting held on 7 May 2020;
2. That the Board extends current terms of the Audit, Risk & Improvement Committee members to the next Council elections in 2021.

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 7 May 2020. Minutes of the meeting are attached for the information of the Board.

Committee members were appointed in August 2017 for a period of two years. At the October 2019 Council meeting, the Board extended Committee member terms until the 2020 elections. To ensure consistency until the next Council term, it is recommended to further extend member appointments until deferred Council elections in 2021.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Minutes of ARIC Meeting 7-5-20.

TABLED ITEMS: Nil.



ARIC Meeting Minutes

Meeting Ref. ARIC		Minute Taker: Michele Curran
Date: 7 May 2020	Time: 10am	Location: Zoom Online Meeting
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 10.05am

2. Declarations of Pecuniary and Non-Pecuniary Interests

No pecuniary or non-pecuniary interests were declared.

3. Confirmation of Previous Minutes

RECOMMENDATION on the motion of Geoff Twomey and Cr D McCann that the minutes of the meeting held 2 March 2020 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.

- ICAC Report – Managing corrupt conduct during the COVID-19 outbreak – April 2020
- Importance of mental health of staff during isolation

6. General Manager Report

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

- COVID-19 update
- Jamie Gordon passing
- Delay of Rosehill tender – fresh tenders invited
- Customer assistance – 3rd quarter account extension and interest free period
- Draft Operational Plan 2020/21 0% price increase
- Potential chemical supply issues due to overseas production

7. COVID-19 Response Update

RECOMMENDATION on the motion of Cr D McCann and Geoff Twomey that the Committee receive and note the report on Goldenfields Water's response to the COVID-19 pandemic.



8. 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 Small Plant and Equipment.

9. Interim Management Letter

RECOMMENDATION on the motion of Geoff Twomey and Cr D McCann that the Committee receive and note the 2020 Audit Office Interim Management Letter issued 20 April 2020.

10. Internal Audit Strategic Plan

RECOMMENDATION on the motion of Geoff Twomey and Cr D McCann that the Committee:

- a) Receive and endorse the Draft Strategic Internal Audit Plan; and
- b) Confirm the internal audits that will be included in the 2020/21 Annual Work Program.

11. Review of Action Items Progress Report

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

NEXT MEETING: 10am Thursday 6 August 2020

There being no further matters requiring the attention of the Committee the meeting was declared closed at 11.20am

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

COUNCILLORS AND CHAIRPERSON FEES FOR 2020/2021

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That:

1. Councillors and Chairpersons Fees remain unchanged for the 2020/2021 financial year as per the Local Government Remuneration Tribunal Determination dated 22 June 2020.
2. The annual remuneration for 2020/2021 is: Councillor \$9,891.25 and Chairperson \$16,246.25.

BACKGROUND.

Section 241 of the Local Government Act 1993 states that annual fees are to be paid to councillors and chairpersons in accordance with categories determined by the Local Government Remuneration Tribunal (the Tribunal), while the setting of the fees is contained within sections 248 and 249 of the Local Government Act 1993.

REPORT

The Local Government Remuneration Tribunal Annual Report and Determination dated 22 June 2020 determined that there will be no increase in mayoral and councillor fees for the 2020/2021 financial year.

Please note that the maximum fees as per Table 4: County Councils – Water are: Councillor \$10,140 and Chairperson \$16,660. It is at the Board's discretion to increase annual remuneration to these maximum amounts for 2020/2021.

For **Table 4: County Councils - Water** the fees are as follows:

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

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

ENTERPRISE RISK MANAGEMENT FRAMEWORK

Report prepared by Corporate Services Manager

COUNCIL OFFICER RECOMMENDATION

That the Board receives and notes the Enterprise Risk Management Framework.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

Goldenfields Water first adopted an Enterprise Risk Management Framework in October 2018.

The Risk Management Framework was most recently endorsed by the Goldenfields Water Audit, Risk and Improvement Committee on 2 March 2020.

At the 23 April 2020 Council meeting, the Board requested that the Risk Management Framework be presented to the June 2020 Council meeting.

REPORT

Council's Risk Management Policy (PP002) states that Council is committed to managing risk and will undertake a range of activities to promote risk management practices. This includes managing risk based on AS ISO 31000:2018 Risk Management, and implementing the policy objectives through Council's Risk Management Framework.

Following NSW Audit Office and internal audit recommendations, improvements have been made to the framework, including updating the framework to align with AS ISO 31000, standardising the risk matrix and categories, documenting corporate risk registers and developing a legislative compliance framework.

The Enterprise Risk Management Framework provides information on the roles, responsibilities, processes as well as procedures, standards, tools and documentation to be used for managing risk.

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Enterprise Risk Management Framework.

TABLED ITEMS: Nil.



Enterprise Risk Management Framework



Risk Management Framework

1 INFORMATION ABOUT THIS FRAMEWORK

POLICY INFORMATION

Date Adopted by General Manager	General Manager Approval Date 25/10/2018
Policy Responsibility General Manager	
Review Timeframe 4 yearly	
Last Review 02/03/2020	Next Scheduled Review 02/03/2024

DOCUMENT HISTORY

DOCUMENT NO.	DATE AMENDED	SUMMARY OF CHANGES
	04/02/2020	Update references to risk register and references to Risk Management Guidelines
	02/03/2020	Update minimal risk appetite wording, frequency of risk owner review, training.
	DD/MM/YYYY	

FURTHER DOCUMENT INFORMATION AND RELATIONSHIPS

Related Legislation	Local Government Act 1993 Local Government (General) Regulation 2005
Related Policies	Code of Conduct
Related Procedures, Protocols, Statements and Documents	Risk Register Legislative Compliance Register



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Enterprise Risk Management Framework

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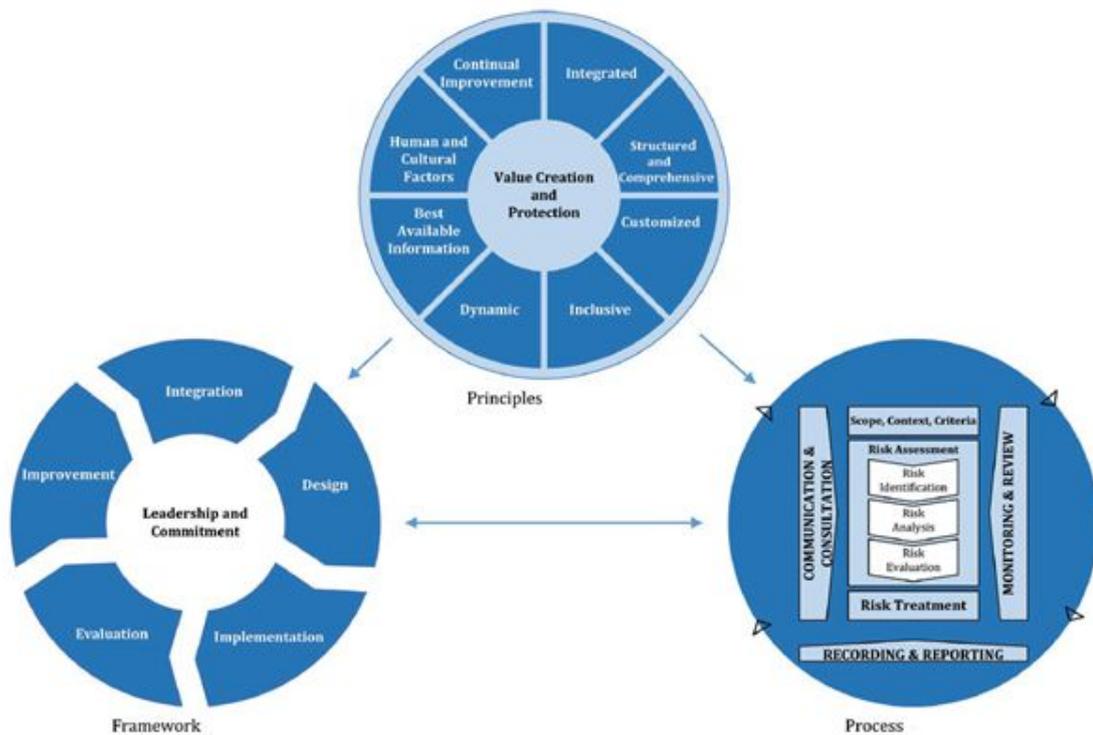
2 INTRODUCTION

2.1 Purpose

The Goldenfields Water Enterprise Risk Management Framework provides information on the roles, responsibilities, processes as well as procedures, standards, tools and documentation to be used for managing risk.

Utilisation of the risk management framework will ensure that Goldenfields Water strengthens management practices, decisions and resource allocation to protect the public’s interest, provide value for money and ensure ‘best practice’ service to the customers.

Goldenfields Water has chosen to align to the Australian ISO 31000:2018 Risk Management Guidelines. Figure 1.0 Overview of ISO 31000:2018



2.2 What is a risk?

Risk is the effect of uncertainty being that positive or negative on an outcome.

Risk is measured through a defined risk process which looks at the likelihood of the risk and the associated consequences that come with the risk.

2.3 What is risk management?

Risk management is a process of designing systems and procedures that will help control and manage risks that allows Goldenfields Water to manage both negative consequences and future potential opportunities.

2.4 Benefits of risk management

The benefits of Goldenfields Water having a risk management framework are:

- Smarter decision making protecting the public interest
- Agile and adaptive to risk changes
- Informed decisions allowing for effective management of both negative and positive consequences
- Ability to focus resources to significant risks to reduce or gain impact
- Allow for individual accountability of risk identification and treatment

2.5 Goals of the framework

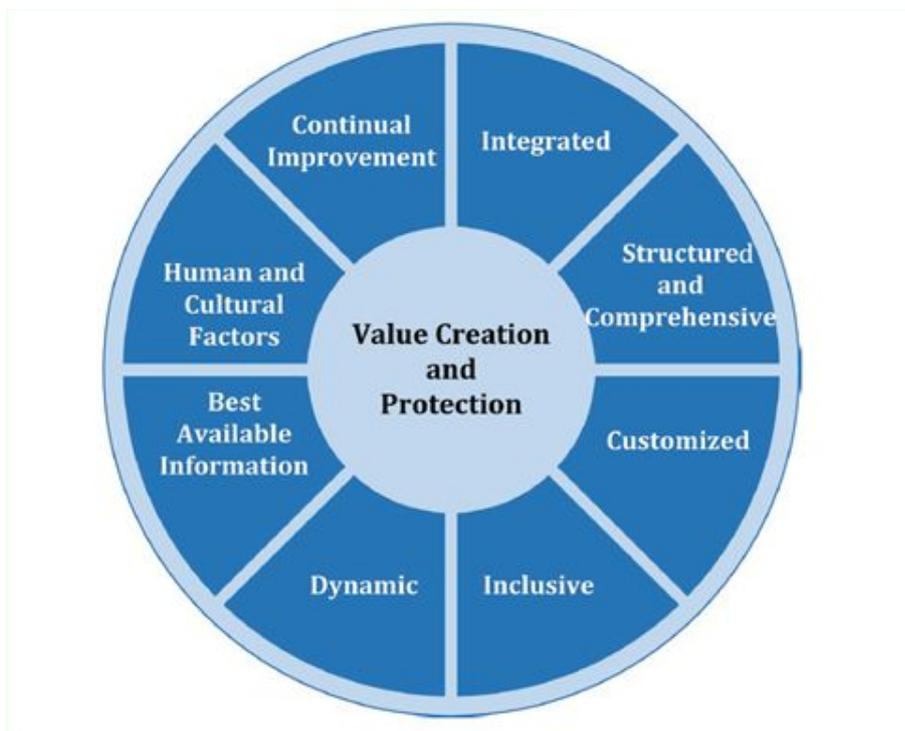
Goldenfields Water is focused on identifying risks in order to make conscious decisions to accept, transfer or mitigate these risks in order to achieve Goldenfields Water's strategic goals and objectives. By designing and implementing a framework the objective is to achieve the following:

- Communicate the benefit of risk management practices
- Provide an integrated risk management system that services all aspects of strategic and operational business decision making
- Establish the roles and responsibilities for individual accountability
- Provide a framework that allows consistency, standardisation and replication
- Provide a simplistic and easy risk process for every Goldenfields Water employee to use
- Demonstrate periodic review and continuous improvement of the framework
- Ensure on-going sustainability of Goldenfields Water as an organisation
- Engage a risk based day-to-day thinking organisation
- Fit for purpose solutions
- Provide value for money

2.6 Risk management principles

The purpose of risk management is the creation and protection of value. It improves performance, encourages innovation and supports the achievement of objectives.

The principles outlined in the figure below provide guidance on the characteristics of effective and efficient risk management, communicating its value and explaining its intention and purpose. The principles are the foundation for managing risk and should be considered when establishing the organisation's risk management framework and processes. These principles should enable an organisation to manage the effects of uncertainty on its objectives.



Risk principle	Risk principle definition
Integrated	Risk management is an integral part of all organizational activities.
Structured and comprehensive	A structured and comprehensive approach to risk management contributes to consistent and comparable results
Customised	The risk management framework and process are customized and proportionate to the organization's external and internal context related to its objectives.
Inclusive	Appropriate and timely involvement of stakeholders enables their knowledge, views and perceptions to be considered. This results in improved awareness and informed risk management.
Dynamic	Risks can emerge, change or disappear as an organization's external and internal context changes. Risk management anticipate s, detects, acknowledges and responds to those changes and events in an appropriate and timely manner.
Best available information	The inputs to risk management are based on historical and current information, as well as on future expectations. Risk management explicitly takes into account any limitations and uncertainties associated with such information and expectations. Information should be timely, clear and available to relevant stakeholders.
Human and cultural factors	Human behaviour and culture significantly influence all aspects of risk management at each level and stage.
Continual improvement	Risk management is continually improved through learning and experience.



2.7 Scopes and limitations

The scope of this document is extended to all potential risk categories to Goldenfields Water in accordance with the risk matrix in Appendix B and are summarised below:

Risk Category	Areas of risk within this category
Environment	<ul style="list-style-type: none"> • Incidents with water • Failure to observe Environmental legislation in asset planning • Environmental adverse impacts on living organisms through the organisations waste, contamination, pollution causing activities • Planning of future design • Projects and environmental impact from change • Climate variability • Land management • Cultural heritage • Degradation of community amenity/recreation
Health and Safety	<ul style="list-style-type: none"> • Injury or accident • Death of employee or multiple employees • Water supply • Death or injury to contractor/member of public • Employee wellbeing
Financial	<ul style="list-style-type: none"> • Financial damages or loss through incorrect processes • Inaccurate/inadequate budget forecasting • Over-expenditure on project delivery • Operational inefficiencies • Inadequate cost recovery • Long term affordability of services
Service Delivery (Service Interruption)	<ul style="list-style-type: none"> • Unable to supply water functionality to Goldenfields Water constituents • Unable to maintain assets functionality to meet required service levels • IT security risks effecting supply of data and information sources • Inadequate forecasting of variation to service demands based on population increase, climate variability, customer behaviour, legislative requirements.
Reputation	<ul style="list-style-type: none"> • Major and/or recurrent failure leading to significant media publications • Social media • Impact upon social/community values • Major and/or recurrent failures leading to the discredit of the organisation with regulators/suppliers/contractors etc. • Uncontrolled and unmonitored social media • Pricing increases • Gap between delivery of services and community expectation • Failure in leadership – issues that will reduce community belief that we have a clear vision for the future and are well organised • Major occurrence of any of the following, leading to significant media coverage and loss of community trust: <ul style="list-style-type: none"> • failure of service • breach of environmental responsibilities • breach of health and safety compliance • breach of regulatory/statutory compliance • Financial mismanagement



Risk Category	Areas of risk within this category
Compliance and Legal	<ul style="list-style-type: none"> • Failure to comply to legislation and acts • Failure to comply to licencing conditions • Failure to meeting reporting deadlines • Inadequate adherence to conveyancing processes • Absence of appropriate land/property tenure • Inconsistent application of internal policies
Projects	<ul style="list-style-type: none"> • Delay in completion date of project • Project requirements not satisfied • Project quality compromised • Project budget exceeded
Fraud	<ul style="list-style-type: none"> • Misappropriation of assets • Conflicts of interest • Theft or misuse of confidential information
Information Technology	<ul style="list-style-type: none"> • Cyber Security/Data breach • Business Continuity • Critical infrastructure

2.8 Definitions

For a comprehensive glossary refer to Appendix 1.

Table One: Key risk definitions

Definition	Meaning
Risk	Effect of uncertainty on objectives
Risk Management	Coordinated activities to direct and control an organisation with regard to risk ²
Risk Management Framework	Set of components that provide the foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation
Risk Management Policy	Statement of the overall intentions and direction of an organisation related to risk management
Risk Attitude	Organisations approach to assess and eventually pursue, retain, take or turn away from risk.
Risk Management Plan	Scheme within the risk management framework specifying the approach, the management components and resources to be applied to the management of risk
Risk Management Process	Systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.

² ISO Guide 73:2009

2.9 Risk appetite and risk tolerance

Risk Appetite

Risk appetite is the amount of risk, on a broad level, that Council is willing to accept in pursuit of value, and should reflect:

- Capacity to take on risk;
- Council strategic and operational objectives; and
- Evolving industry and market conditions.

Council has minimal to no appetite for risks that:

- Compromise the health, safety and wellbeing of staff, contractors and members of the community;
- Significantly disrupts essential services;
- Have a significant negative impact on its long term financial sustainability and assets;
- Constitute a serious non-compliance with its legal obligations;
- Results in significant or irreparable damage to the environment; and/or
- Results in widespread and sustained damage to its reputation.

Risk Tolerance

Risk tolerance provides more detail about Council's risk appetite. Risk tolerance defines the absolute limits (expressed as metrics for specific performance indicators) that Council will not exceed. Risk tolerance implies that Council cannot effectively deal with risks beyond these limits.

Council generally considers "high" and "extreme" risks as not being tolerable and requires action to reduce either the likelihood of the risk occurring and or the consequences should the risk occur. In regard to "moderate" and "low" risks, reasonable and practical actions will be taken along with ongoing monitoring to ensure Council's risk exposure does not increase.

3 RISK MANAGEMENT STRUCTURE

This section is to highlight the accountability and roles of all Goldenfields Water employees in the risk management framework, it focuses on:

- Risk management roles
- Linking the severity of a risk and the appropriate treatment method of that risk
- Highlights the appropriate categories of risk

3.1 Roles, and responsibilities

Risk is the responsibility of all employees. Risk responsibility will be defined to ensure that the level of risk being evaluated will be directed to the right level for sign off.

Table Two: Roles and Responsibilities Table

Roles	Responsibilities
Board	Board members are responsible in oversight of the following: <ul style="list-style-type: none"> • Alignment to the strategic risk management policies and processes • Critical decisions aligned to the strategic risk appetite
General Manager	The General Manager is responsible in oversight of the following: <ul style="list-style-type: none"> • Adherence to the risk management policy • Alignment to the strategic risk management policies and processes • Alignment to the Goldenfields Water risk management policies and processes • Critical decision making aligned to Goldenfields Waters risk appetite • Championing a risk management culture and supporting the enhancement of risk management practices across the organisation • Guiding executive managers on the appropriate risk appetite in alignment with the Enterprise Risk management framework • Embedding risk thinking into all strategic, and operational decisions • Participation in any strategic risk analysis workshop for the business
Managers	Managers are responsible for: <ul style="list-style-type: none"> • Championing a risk management culture and supporting the enhancement of risk management practices across the organisation • Adherence to the risk management policy • Provide leadership and governance to support all group managers in the deployment of risk management • Guiding group managers on the appropriate risk appetite in alignment with the Enterprise Risk management framework • Embedding risk thinking into all strategic, corporate and operational decisions • Providing oversight of all group managers in their department in regards to their risk registers and the risk treatment assigned • Participation in any enterprise risk analysis workshop
Coordinators	Coordinators are responsible for: <ul style="list-style-type: none"> • Ensuring their staff are aware of the risk management procedures outlined in this risk management framework • Participating in workplace risk identification • Participating in treatment and risk control measures • Assisting in identification of risks within their area or any cross-functional processes <ul style="list-style-type: none"> ○ Notification of risks that are outside of their control to their appropriate section leader or group manager ○ Utilisation of the correct risk processes and risk matrix
All Staff	All Goldenfields Water employees are responsible for: <ul style="list-style-type: none"> • Alignment to this risk management framework Identification of risks within standard operating procedures • Participation in risk processes including identification, analysis, evaluation and treatment • Notification of risks that are outside of their control to their appropriate section leader or group manager • Utilisation of the correct risk processes and risk matrix
Sub-contractors	Sub-contractors are responsible for: <ul style="list-style-type: none"> • Alignment to this risk management framework



Roles	Responsibilities
	<ul style="list-style-type: none"> • Completing the correct site induction, and providing all relevant documentation required • Reporting of any risk identification to the appropriate contract manager responsible
<p>Audit, Risk and Improvement Committee</p>	<p>The Audit, Risk and Improvement Committee is responsible for:</p> <ul style="list-style-type: none"> • Provide advice on the adequacy of Council’s current risk management framework and associated procedures for effective identification and management of financial and business risks, including fraud • Review the impact of the risk management framework on its control environment and insurance arrangements • Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings • Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically

3.2 Escalations

All Goldenfields Water have the responsibility to identify and escalate risks to their managers where they are unable to find a suitable treatment. Any stakeholder in Goldenfields Water has the right to raise a risk, analyse it and identify appropriate treatment.

Identification of the severity of a risk will be done through use of the Risk Assessment Table.

Delegation of risk will be identified in the Goldenfields Water risk matrix, highlighting accountability and responsibility if specified, where not specified it is up to the individual to treat the risk or escalate it where required as described in the relevant risk response procedures.

4 MANDATE AND COMMITMENT

4.1 Our commitment

Goldenfields Water recognises that risk management is an integral part of good management practice. We are committed to establishing an organisational culture that ensures a consistent and systematic application to risk management, one that is embedded in all of our activities and business processes.

It is aligned to this risk management framework, and enables the correct procedures and plans to be created

Goldenfields Water aims to evaluate potential benefits alongside identified risks as part of our strategic planning process in order to achieve positive outcomes and a consistent approach across the whole of the business.

Our risk management policy covers the implementation, objectives and responsibilities of risk management within Goldenfields Water. Our key objectives are to enable:

- Informed business decisions based on risk assessment
- Identification, prioritisation and management of risks in a consistent and transparent manner
- Strategic planning processes to be improved as a result of a structured consideration of all risks
- Reduction of risks through continuous improvement
- Residual risks to be clearly identified and managed



Enterprise Risk Management Framework

- Compliance with relevant legislation and improved internal governance
- Goldenfields water resources to be safeguarded

It is the responsibility of General Manager to endorse and support the risk management process. Managing risk is every employee's responsibility at Goldenfields Water.

4.2 Authorities for compliance

Goldenfields Water works under the Local Government Act 1993. Best Practice Management guidelines have been developed for NSW Local Water Utilities governed by the ACT. These guidelines stipulate the requirements for risk management and accountability across 6 key criteria. All Goldenfields Water risks must be managed in accordance with these requirements. Goldenfields Water works in compliance with their internal Governance frameworks, which stipulate the requirements of actions and behaviours to ensure we align to all relevant legislations and best practices that we are required to comply to within our industry.

Goldenfields Water also works in alignment with the Australian ISO 31000:2018 Risk Management Principles and Guidelines (AS ISO 31000).

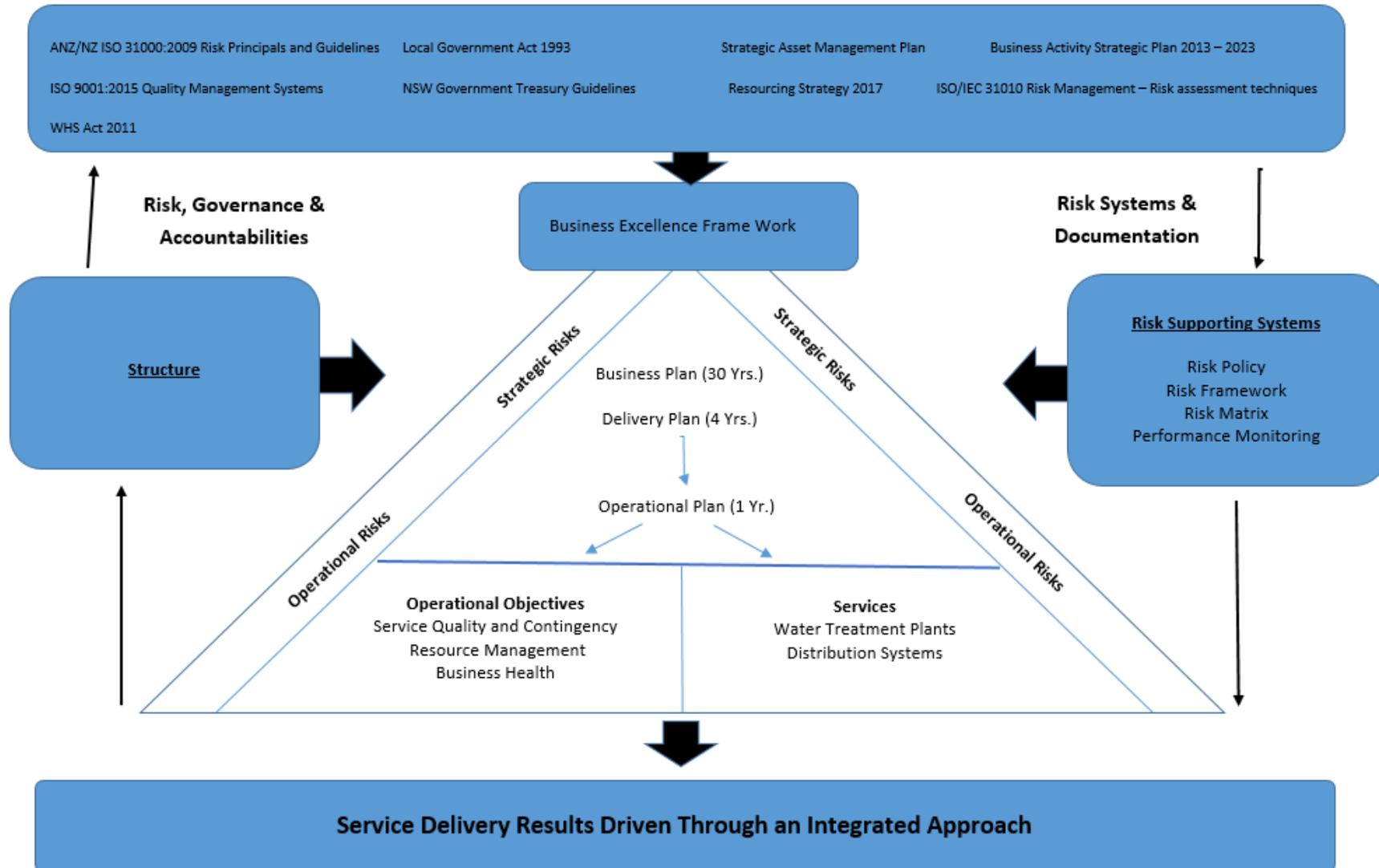
4.3 Governance through procedures

Goldenfields Water is committed to governance through plans, systems and programs that align with this risk management framework and the Goldenfields Water risk management policy.



5 RISK MANAGEMENT FRAMEWORK

The figure below demonstrates the relationships between strategic and operational plans and the risk framework at Goldenfields Water.



5.1 Risk hierarchy

Risks should be associated with each cascading plan that is aligned to our overall strategic vision (25 year plan). The strategic plan will be evaluated against the strategic risk matrix to ensure that all external risk categories are considered in future planning. The Operational Plan will link to this risk management framework.

Plans	Hierarchy of Risk	Accountability
Strategic Business Activity Plan	Strategic Risks <ul style="list-style-type: none"> • Risks that have a positive or negative effect on achieving the departments strategic purpose or objectives • Risks at this levels that impact resource allocation to achieve objectives • Risk of external Government risk that impact or change the strategic alignment 	Board and General Manager
Delivery Program (based on Council Term) (Aligned with Asset Management Plan)	Delivery Risks <ul style="list-style-type: none"> • Risk in regards to lack of alignment to the strategic plan • Risk in regards to service quality and continuity • Risk in regards to sustainable resource management • Risk in regards to business health • Risk in regards to community leadership • Risk in regards to readiness for change 	Four year council board
Work Health and Safety Plan	WHS Risks <ul style="list-style-type: none"> • Risk in regards to failing to comply with legislation • Risk in regards to workers compensation claims • Risk in regards to insurance premiums 	General Manager & Managers
Resourcing Strategy Plan	Resourcing Risks <ul style="list-style-type: none"> • Risk in lack of resource to support deliverables within the delivery plan which is cascaded to the operational and group business plans • Risk of human capital • Risk of financial equity • Risk of capacity within assets 	Human Resources
Operational Plan (Annually)	Operational Risks <ul style="list-style-type: none"> • Risk in alignment to the delivery plan • Risk of over committing resources • Risk in lack or review against objectives during the annum • Risk of external context adjusting business objectives 	Managers
Asset Management Plan	Asset Management Risks <ul style="list-style-type: none"> • Risk in lack of asset management planning • Risk in lack of understanding asset life cycle management 	Managers
Business Contingency Management Plan & Emergency Incident Response Plan	Business Contingency Risks <ul style="list-style-type: none"> • Risk in not capturing critical tasks to remain in supply to public • Risk in not having planned scenarios to ensure execution captures all critical tasks • Risk in not having Incident response protocol and command hierarchy 	General Manager & Managers
Project Management Plans	Project Risks <ul style="list-style-type: none"> • Risk in lack of identification of critical risks that will impact supply • Risk in not accounting for correct legislation, codes and regulatory requirements 	Project Managers



5.2 Risk management frameworks

Our default risk management table for effective risk management is the GWCC risk assessment tables (Appendix B). This risk assessment table will be the key tool to refer to for effective risk assessment, aiming to always reduce the risk to the lowest possible form.

Risk will be managed through different risk scenarios or levels of risk that could occur at Goldenfields Water.

Risk	When to use this	User
Goldenfields Water Risk Assessment Tables	Goldenfields Water risk matrix is used to assess all external and internal risks that could have the potential threat to Goldenfields Water. The associated risk tables are to be used by all levels of staff at Goldenfields Water.	All

Goldenfields Water has external regulators, where in circumstances we may need to reference their prescribed risk assessment tables instead of our own, in this scenario approval of use is to be given by the owner of user listed below:

Australian Drinking Water Guidelines Risk Assessment Tables	Australian Drinking Water Guidelines has its own prescriptive requirements for treating risk, when the risk is associated with drinking water quality please refer to their risk assessment tables - Chapter 3: Framework for Management of Drinking Water Quality	Production and Services Manager
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5.3 Risk registers

Risk registers are required to ensure all external and internal threats and opportunities have been captured, this allows for effective risk evaluation, analysis and treatment.

Council will maintain a centralised online Risk Register (Pulse) which provides an accurate and complete record of risk assessment and management activities. The Risk Register is maintained by the Risk Owners and administered by the Corporate Services Manager.

The Risk Register includes the following core information:

Data Field	Date Field Explanation
Risk ID	Unique identifier which identifies the risk (system generated)
Risk Code	Only to be used for the classification of WHS & DWMS risks
Risk Owner	Risk owner by position title (only one risk owner for each risk)
Risk Area	The section of Council responsible for the risk
Risk Category	Relevant to the risk, using the risk categories listed in the Risk Matrix, each risk is to be categorised
Risk Description	A description of the risk, possible causes and impacts
Inherent Risk	Inherent risk before controls or mitigating action; risk rating as per Risk Matrix
Mitigation Strategy	Existing controls that are in place
Residual Risk	Risk rating after the application of controls
Future Actions	Identify and capture any future actions that need to be carried out to further reduce risk in order to manage the risk to an acceptable level.
Due Date	Stipulate when actions are due to be completed
Target Risk	Proposed risk rating after the implementation of mitigating actions
IP&R Link	Council's IP&R objective that the risk impacts

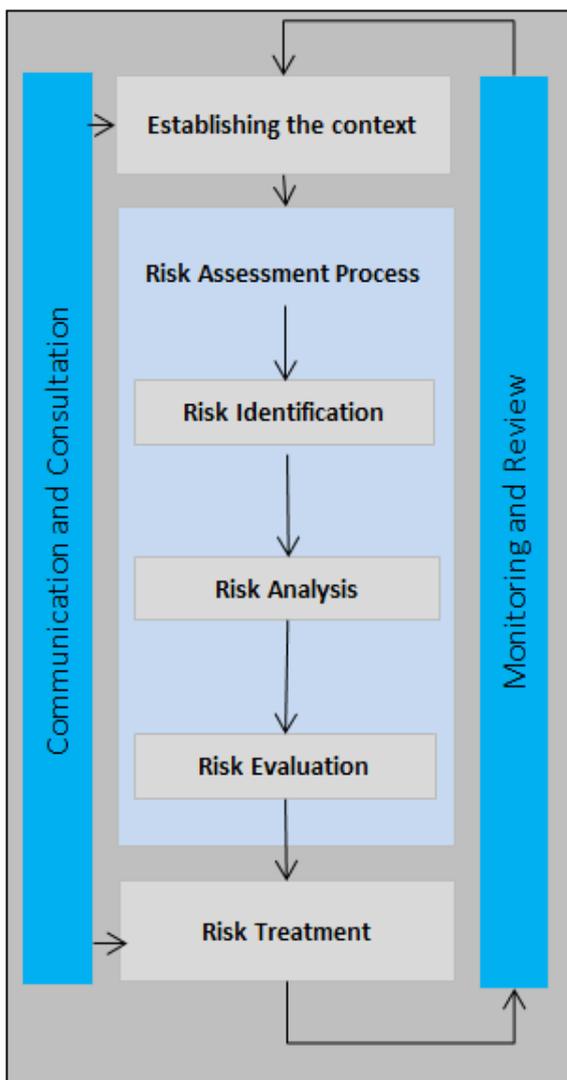
Risk Owners will be responsible for reviewing and moderating risks within their area of responsibility and accountability ever six months, to ensure that the assessment and actions taken are acceptable.

5.4 Risk management process

The risk management process is defined by the ISO Australian 31000:2018 Risk Management Guidelines highlights the key steps in the risk management process:



Enterprise Risk Management Framework



Risk Assessment Process Summarised

Step 1: Establishing the Context

- Identify the strategic context
- Identify the organisational context
- Identify the risk management context

Risk Assessment Process

- Assessing the risks

Step 2: Risk Identification

- What can happen?
- How can it happen?

Step 3: Risk Analysis

- Identify existing treatment controls
- Assess and determine the consequences
- Assess and determine the likelihood
- Identify the risk level

Step 4: Evaluate Risks

- Review the consequences and likelihood against the set criteria
- Identify the risk priorities

Step 5: Treat Risks

- Identify treatment options
- Evaluate treatment options
- Select treatment options
- Prepare treatment plan
- Implement plan

At all stages of the process communication and consultation must be present, to ensure that the information has been gathered and taken into account.

Risk Management involves adopting and applying a systematic process to identify, analyse, assess, control and monitor these hazards so that the risks those hazards present to the business and its employees is reduced and maintained within an acceptable level – a level referred to as ‘As low as reasonably practicable’.

Risk management is, and needs to be, a proactive process. For the Risk Management Process to be truly effective it requires constant participation and analysis by all persons performing works or planning works within Goldenfields Water.



Enterprise Risk Management Framework

Establishing the Context - it's important to consider all external and internal environments when establishing the context, major external influences should be via your stakeholder requirements and input:

- Goldenfields Water Strategic Business Plan
- Goldenfields Water Delivery Program
- Goldenfields Water Annual Operational Plan

Goldenfields Waters Risk Management Policy should consider all external and internal environmental impacts that have been identified and stipulate these requirements. This policy should identify:

Understanding the external context which are external risks that are exposures that result from environmental conditions that Goldenfields Water are not able to control or influence, while internal context is internal risks that are focused around the internal environment and the objectives the organisation is wanting to achieve

External Context

- Review strengths, weaknesses, opportunities and threats (SWOT Analysis)
- Look at relationships, perceptions and values of external stakeholders

Internal Context

- Objectives and strategies that are in place
- Governance and structure
- Roles and accountability
- Human resources, systems and processes
- Changes to processes and compliance
- Risk appetite of the organisation

Risk management process has three stages to the Risk Process:

1. Identify the Risks/Hazards
2. Assess the Risks both raw and residual
3. Put in place control measures to remove or minimise the risks prior to starting or use business as usual procedures



Goldenfields Water Risk Management Process					
Communication & Consultation	<p>Establishing The Context</p> <p>It's important to consider all external and internal environments when establishing the context, major external influences should be via your stakeholder requirements and input</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%; background-color: #D9EAD3;">External Context</th> <th style="width: 50%; background-color: #D9EAD3;">Internal Context</th> </tr> <tr> <td>External risks are exposures that result from environmental conditions that Goldenfields Water are not able to control or influence</td> <td>Internal risks are focused around the internal environment and the objectives that the organisation is wanting to achieve</td> </tr> </table> <p>Risk Identification</p> <p>Risk identification is about identifying risk within the risk categories or any other sources or risk, areas of impacts, potential event and identifies the causes and potential consequences. Risk Identification can be done through any of the following forums:</p> <ul style="list-style-type: none"> Strategic Planning Day to Day Organisational activities Review against standards and guidelines Incident or Complaints Investigation Processes <p>Identify a list of threats and opportunities from these areas, and identify what could enhance, prevent, degrade, accelerate or delay the achievement of success in these processes or objectives.</p> <p>Risk Analysis (Raw Risk)</p> <p>Risk Analysis looks at what, where, when and how the risk can arise, using the risk matrix the risk is assessed against criteria to get a risk score of low, moderate, high or very high. When reviewing the risk you also review the existing controls that are already in place and how effective those controls are. Risk Analysis allows you to evaluate the risk exposure through a likelihood and consequences table. GWCC risk assessment tables which are used for all Goldenfields Water operations</p> <p>Risk Evaluation (Treated Risk)</p> <p>After risk analysis you would have identified a risk score, review the risk and its current controls and determine if the risk level is acceptable or if you require more controls in place. If multiple risks have been identified, prioritise the order that these should be treated.</p> <p>Risk Treatment</p> <p>Risk treatment plans may involve redesign of existing controls, introduction of new controls or monitoring of existing controls. Depending on the risk score; certain risks can be managed using business as usual procedures and processes however some risks require treatments options that will require a lot of resource, time and energy to manage. Risk in the pursuit of opportunity also needs to be considered, if the opportunity is worth more than the risk a decision can be made to continue without treatment with the appropriate consultation. Goldenfields Water depending on the Risk Score will either avoid, transfer, mitigate or accept the risk, refer to the GWCC risk assessment tables Don't only consider the risk treated but consider if risks have been introduced because of the treatment you have put in place</p>	External Context	Internal Context	External risks are exposures that result from environmental conditions that Goldenfields Water are not able to control or influence	Internal risks are focused around the internal environment and the objectives that the organisation is wanting to achieve
	External Context	Internal Context			
	External risks are exposures that result from environmental conditions that Goldenfields Water are not able to control or influence	Internal risks are focused around the internal environment and the objectives that the organisation is wanting to achieve			
	<p>Monitoring the risk</p> <p>To ensure effectiveness of the risk treatment, dependent on the level of treatment, monitoring of the risk it is essential to ensure that the treatment continues to reduce the risk to the correct level. Use our risk register to monitor risks effectively TREATED RISKS ARE ONLY AS GOOD AS THERE CONTROLS ARE MANAGED</p>				

Monitor and Review



6 MONITOR AND REVIEW

Monitoring and review of the risk processes should be managed in alignment with our procedures and processes that Goldenfields Water has in place.

Specifically for risk treatment management, the risk register will be used for monitoring the treatment of risks.

Annually our performance targets for risk should reflect our organisational objectives and align with our risk appetite.

7 COMMUNICATION AND CONSULTATION

Where there are changes in processes or treatment requirements of risk through monitoring, review or continuous improvement it is important that the correct training, education and communication is maintained so that all employees are aligned to the new changes.

All training will be done in alignment with the procedures from the Resourcing Strategy.

8 CONTINUOUS IMPROVEMENT OF RISK TREATMENTS

Risk treatment once identified does not mean that the risk treatment isn't reviewed again; as processes change or evolve risk treatment should be reviewed. Risk treatment should be reviewed through the Plan, Do, Check, Act Cycle to ensure that the treatment is still effective, or if a better treatment option can be applied.

Take into account when the risk treatment was applied, was it treated to the best level, or were there constraints due to financial, time or other factors that are now not in place.

Risks should have a review date set to review them in the risk register, however if external or internal changes occur prior to this date, the risk treatment will need to be re-evaluated using the risk assessment process.

Once risk treatments are reviewed, if these risks can be lowered this will work towards our overall organisation risk score with an aim to minimise risks overall as an organisation.

9 IMPLEMENTATION OF THE RISK MANAGEMENT FRAMEWORK

To ensure that this enterprise risk management framework is effective, implementation and sustainability of it is essential, in theory this is ensuring that risk based approach thinking is part of how Goldenfields Water operates as an organisation.

For effective implementation all groups must support and align to the implementation of the Risk management Framework.



10 TRAINING

10.1 Risk workshops to support implementation

Goldenfields Water will hold risk workshops to enable groups to identify their key risks and use the risk assessment tables and risk process to effectively analysis, evaluate, treat and monitor risks.

10.2 Risk training

Goldenfields Water will put together documentation to support new employees in how to effectively manage risk in their daily roles and will be divided into:

- Field crew training (rolled out by WHS)
- Office based training
- Leadership training

The risk training will be supported with information on the Goldenfields Water intranet system, allowing the opportunity for staff to continue to access frameworks, tools and supporting aids to continue to embed risk thinking into their daily practices.

Additional training requirements may also be developed as a result of any “lessons learned”. For example, workplace health and safety incident reviews, complaints and other areas for improvement that are identified.

11 TOOLS REFERENCE

11.1 Risk tools – quick links

The following tools will be made available

Tool	Definition for Use	Link
Operational Risk Assessment Tables	Use to evaluate risk for all business risks including WHS risks.	GWCC Risk Assessment Tables
Risk Assessment Process	Aids in how to evaluate a risk and apply the correct treatment, ideally being elimination of the risk	Risk Assessment Process
Plan, Do, Check, Act (PDCA) Cycle	Aids in ensuring that risk is not only evaluated, but also treated and monitored, whilst continually improving the risk	PDCA Cycle
Risk Implementation Plan	A guide to implementing risk into a group or department, with check lists and audit tools	Risk Implementation Plan
Risk Register	Where risks that have been identified, and treated a captured and monitored	Risk Register Database how to use it successfully
SWOT Analysis	Tool to support assessment of current risks and opportunity presented	SWOT Analysis Overview
Project Risk Handover check sheet	Transferring risks associated with projects into the Risk Database	Project Risk Handover Checklist



12 REFERENCES

- AS ISO 31000:2018 Risk Management Guidelines
- AZ/NZS 31000:2009 Risk Management – *Principles and Guidelines*
- ISO Guideline 73:2009 Risk Management Vocabulary
- AS/NS 4360 Risk Management
- IEC/ISO 31010 Risk Management – *Risk Management*
- IFC/ISO 31010 Risk Management – *Risk Management Techniques*
- Local Government Act 1993

13 APPENDIX

13.1 Appendix A - ISO Guide 73:2009, Definitions

(Extracted from the AS/NZS 31000:20109 Risk Management – Principles and Guidelines)

Definition	Meaning
Communication and Consultation	Continual and iterative processes that an organisation conducts to provide, share or obtain information and to engage in dialogue with stakeholders regarding the management of risk
Consequences	Outcome of an event affecting objectives, expressed qualitatively, quantitatively or semi-qualitatively
Control	Measure that is modifying risk; an existing process, policy, device, practice or other action that acts to minimise negative risk or enhance positive opportunities
Establishing the Context	Defining the external and internal parameters to be taken into account when managing risk, and setting the scope and risk criteria for the risk management policy
Event	Occurrence or change of a particular set of circumstances
External Context	<p>External environment in which the organisation seeks to achieve its objectives.</p> <p>This can include cultural, social, political, legal, regulatory, financial technological, economic, natural and competitive environment, whether international, national, regional or local.</p> <ul style="list-style-type: none"> • Key drivers and trends having impact on the objectives of the organisation



Enterprise Risk Management Framework

Definition	Meaning
	<ul style="list-style-type: none"> It also looks at the relationships with, perceptions and values of external stakeholders
Internal Context	<p>Internal environment in which the organisation seeks to achieve its objectives.</p> <ul style="list-style-type: none"> Governance, organisational structure, roles and accountabilities Policies, objectives and strategies that are in place to achieve them. The capabilities, understood in terms of resources and knowledge Information systems, information flows and decision-making processes Relationships with, and perceptions and values of internal stakeholders The organisations culture Standards, guidelines, and models adopted by the organisation Form and extern of contractual relationships
Levels of Risk	Magnitude of a risk or combination of risks, expressed in terms of the combination of consequences and their likelihood
Likelihood	Chance of something happening
Monitoring	Continual checking, supervising, critically observing or determining the status in order to identify change from the performance level required or expected
Residual Risk	Risk remaining after risk treatment
Review	Activity undertaken to determine the suitability, adequacy and effectiveness of the subject matter to achieve established objectives
Risk	Effect of uncertainty on objectives ²
Risk Analysis	Process to comprehend the nature of risk and to determine the level of risk



Enterprise Risk Management Framework

Definition	Meaning
Risk Assessment	Overall process of risk identification, risk analysis and risk evaluation
Risk Attitude	Organisations approach to assess and eventually pursue, retain, take or turn away from risk.
Risk Criteria	Terms of reference against which the significance of a risk is evaluated
Risk Evaluation	Process of comparing the results or risk analysis with risk criteria to determine whether the risk and /or its magnitude is acceptable or tolerable
Risk Identification	Process of finding, recognising and describing risks
Risk Management	Coordinated activities to direct and control an organisation with regard to risk ²
Risk Management Framework	<p>A structured and disciplined approach to aligning strategy, people, processes, technology and knowledge for the purpose of evaluating and managing the uncertainties that we could face while creating value. It is applicable to all aspects of Goldenfields Water</p> <p>Set of components that provide the foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation</p>
Risk Management Plan	Scheme within the risk management framework specifying the approach, the management components and resources to be applied to the management of risk
Risk Management Policy	Statement of the overall intentions and direction of an organisation related to risk management
Risk Management Process	Systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.
Risk Owner	Person or entity with the accountability and authority to manage a risk
Risk Profile	Description of any set of risks



Enterprise Risk Management Framework

Definition	Meaning
Risk Rating	Qualitative expression of the combined consequence and likelihood of the occurrence of a specified event. Either Low, Medium, High or Very High are the levels or rating Goldenfields Water hold.
Risk Source	Element which alone or in combination has the intrinsic potential to give rise to risk
Risk Treatment	Process to modify risk
Stakeholder	Person or organisation that can affect, be affected by, or perceive themselves to be affected by a decision or activity
Strategic Risk	Risk that occurs within the Goldenfields Water strategic business plan, mission, purpose, key directions and cascading objectives that will have a significant impact on the business in the longer term or substantial impacts.

13.2 Appendix B - Risk Matrix and Consequence Table

The Risk Matrix and Consequences Table is contained within Pulse.



Risk Matrix

Likelihood	Consequence					
		Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain		MEDIUM	HIGH	HIGH	EXTREME	EXTREME
Likely		MEDIUM	MEDIUM	HIGH	HIGH	EXTREME
Possible		LOW	MEDIUM	HIGH	HIGH	HIGH
Unlikely		LOW	LOW	MEDIUM	MEDIUM	HIGH
Rare		LOW	LOW	MEDIUM	MEDIUM	HIGH

Risk Response

Rating	Required Response
EXTREME	Do not proceed with any activities where the risk is in this category without specialist assistance to further treat/reduce risk including the development of contingency plans and / or transference strategies. This level of risk requires immediate , General Manager level attention. Solutions need to be developed and actioned immediately; action plans may require close attention by the General Manager until the risk is managed to the desired level. Only the General Manager can authorise work to be undertaken at this level of risk.
HIGH	Activities with the risk in this category require immediate attention of appropriate Manager. Do not proceed with any treatment option without clear and timely action plans identified to reduce the risk. Action plans must be approved by appropriate Manager. Only the relevant Manager can authorise work to be undertaken at this level of risk.
MEDIUM	Activities with the risk in this category require attention with a degree of priority. Remedial action should be identified and implementation commenced with appropriate priority. Only the relevant Coordinator / Engineer can authorise work to be undertaken at this level of risk.
LOW	While control issues may exist at this level, their impact is deemed low. All staff are expected to review the assessment and controls; and, where controls are not satisfactory remedial action should be identified and implemented where practical.

Likelihood Descriptors

Probability Factor	Descriptor	Probability of occurrence
Almost Certain	There is a >90% chance that the event will occur once in the next 12 months. Frequent past history.	Within 6 months
Likely	There is a 65% - 90% chance that the event will occur once in the next 12 months. Some past history.	Within 6 months to 2 years
Possible	There is a 35% - 65% change that the event will occur once in the next 12 months. Some past warning signs or previous event.	Within 3 - 5 years
Unlikely	There is a 10% - 35% chance that the event will occur in the next 12 months. No past history or event recorded.	Within 10 - 20 years
Rare	There is a <10% chance that the event will occur once in the next 12 months. No known past history or event.	More than 20 years



Enterprise Risk Management Framework

CONSEQUENCE					
Risk Category	Insignificant	Minor	Moderate	Major	Catastrophic
Environment	Environmental incident to localised area with recovery in days	Environmental incident to localised area with recovery in weeks	Serious environmental damage affecting numerous locations with recovery in months	Breach of environmental legislation resulting in legal proceedings or penalties imposed against Goldenfields Water, or Serious environmental damage of regional significance with recovery in years. EPA notifiable incident	Serious breach of environmental legislation resulting in protracted legal proceedings or significant findings / penalties against Goldenfields Water, or Long term environmental damage of regional significance with recovery in 25 years +
Health and Safety	A workplace incident resulting in injury (or potential injury), where the injured person is unable to perform normal duties for a period of less than 7 days,	A workplace incident resulting in injury (or potential injury), where the injured person is unable to perform normal duties for a period of greater than 7 days, but less than 90 days. or A lost time injury resulting in less than 5 days absence.	A workplace incident resulting in serious injury or illness, where the injured person is unable to perform normal duties for a period of greater than 90 days), or A workplace incident requiring SafeWork NSW notification.	A workplace incident resulting in a permanent injury causing significant incapacitation, or A workplace incident requiring SafeWork NSW notification of a "Non-Disturbance of the incident scene"	Serious breach of environmental legislation resulting in protracted legal proceedings or significant findings / penalties against Goldenfields Water, or Long term environmental damage of regional significance with recovery in 25 years +
Finance	Negligible financial loss; less than \$10,000; up to 10% of program/project value	Minor financial loss; \$10,000 - \$50,000; 10% - 15% of program/project value	Significant financial loss; \$50,000 - \$500,000; 15% - 25% of program/project value	Major financial loss; \$500,000 - \$1m; 25% - 50% of program/project value	Extensive financial loss; in excess of \$1m; >50% of program/project value
Service Delivery (Service Interruption)	< 4 hrs	Up to 1 day	1 day to 1 week	1 week to 1 month	More than 1 month
Reputation	Isolated, internal or minimal attention or complaint	Heightened local community concerns and criticism	Significant public criticism with our without media attention; short to mid term loss of support from community	Serious public outcry, state media attention and long term loss of support from community	Extensive public outcry; national media attention; loss of State government support with appointment of administrator



Enterprise Risk Management Framework

Risk Category	Insignificant	Minor	Moderate	Major	Catastrophic
Compliance and Legal	Isolated non compliance or breach; minimal failure of internal controls	Contained non compliance or action with short term significance; some impact on normal operations	Significant claim or breach involving statutory authority or investigation; prosecution possible	Major breach with litigation/fines and long term significance; critical failure of internal controls	Extensive litigation/fines with possible class action; indictable offences
Projects	No measurable operational impact	Minor delay	Moderate delay, impact on quality	Significant delay, project overbudget	Indefinite delay, project requirements not met, quality compromised
Fraud	Financial loss to company is less than \$1,000, no media coverage, isolated employee dissatisfaction, event does not need to be reported to authorities	Financial loss to company is between \$1,000 and \$10,000, limited local media coverage, general employee morale problems, incident is reportable to authorities, but no follow-up	Financial loss to company is between \$10,000 and \$100,000, short-term regional or national media coverage, widespread employee morale problems, incident must be reported to authorities and immediate corrective action is necessary	Financial loss to company is between \$100,000 and \$10 million, national long-term media coverage, widespread employee morale problems and turnover, incident must be reported to authorities and sanctions against company result	Financial loss to company is in excess of \$10 million, international long-term media coverage, widespread employee morale issues; multiple senior leaders leave, incident must be reported to authorities and significant sanctions and financial penalties result
Information Technology	No measurable operational impact	Minor downtime or outage in single area of the organisation; addressed with local management and resources	Significant downtime or outage in multiple areas of the organisation; substantial management required	Loss of critical functions across multiple areas of the organisation; long term outage; extensive management with external resources required	Extensive and total loss of critical and/or entire organisation; disaster management required

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 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 8997 valves have been identified within the supply area. These valves consist of:

- Scour valves - 89
- Air valves - 1071
- Stop valves - 3852
- Hydrants – 3985

To date a total of 3773 valves have been serviced and a number of which have required maintenance, refurbishment and/or replacement.

This program is on-going and due for completion October 2021

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 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 50kms of the 66kms of water mains required for the completion of stage 2.

Tyndalls Lane Beckom has slowed the construction pace due to encountering a large amount of surface and buried floater rocks. Heavy equipment was contracted in by way of a D-9 Dozer and 25t excavator.

1400 meters of the pipeline easement was ripped and approx. 500 centre meters of surface and floater rocks removed, along with 400 centre meters of bedding sand to encase the pipeline. The easement, as far as practicable, has been returned to its pre-construction state.

The affected landholder was consulted and constantly kept informed of the rock excavation, rehabilitation works and was satisfied with the final outcome.

With these added construction costs stage 2 construction is continuing to track under budget and ahead of schedule

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – June 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.

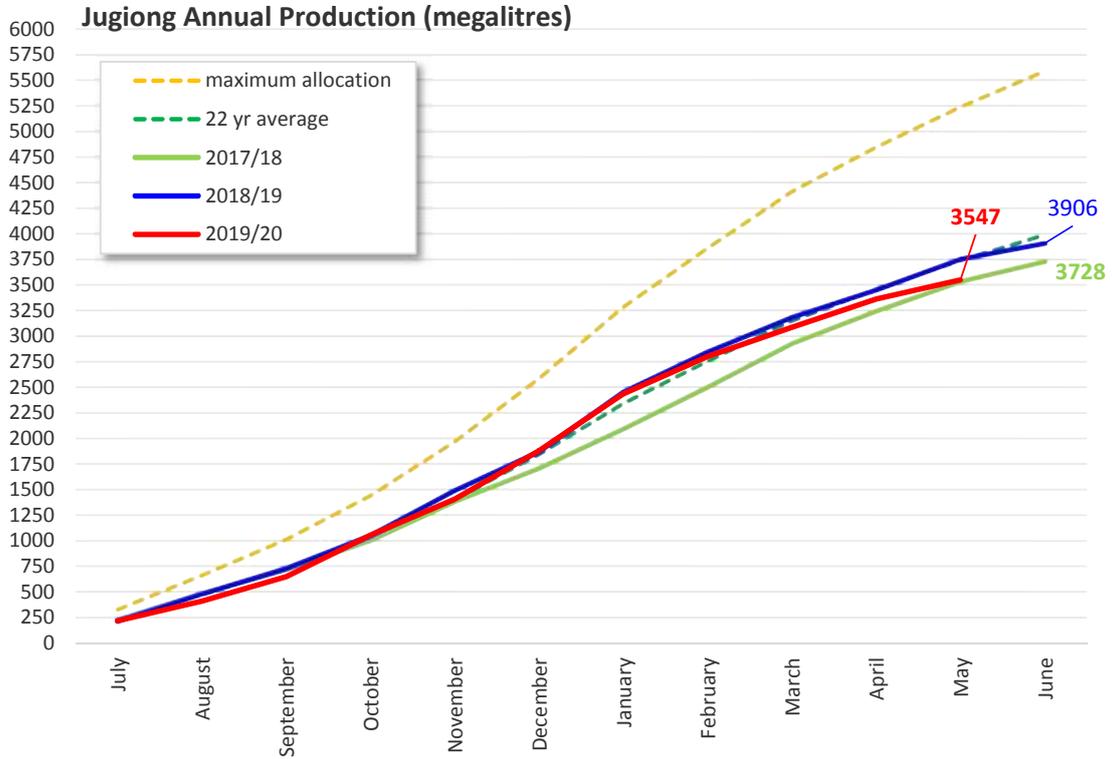
The Jugiong Scheme has 14 sets of reservoirs and 8 pumping stations. The Jugiong Scheme supplies bulk water to the Hilltops and Cootamundra-Gundagai Regional Councils for supply to the townships of Cootamundra, Harden and Young with a population of approximately 6800, 2200 and 8000 respectively.

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

GOLDENFIELDS WATER COUNTY COUNCIL – June 2020

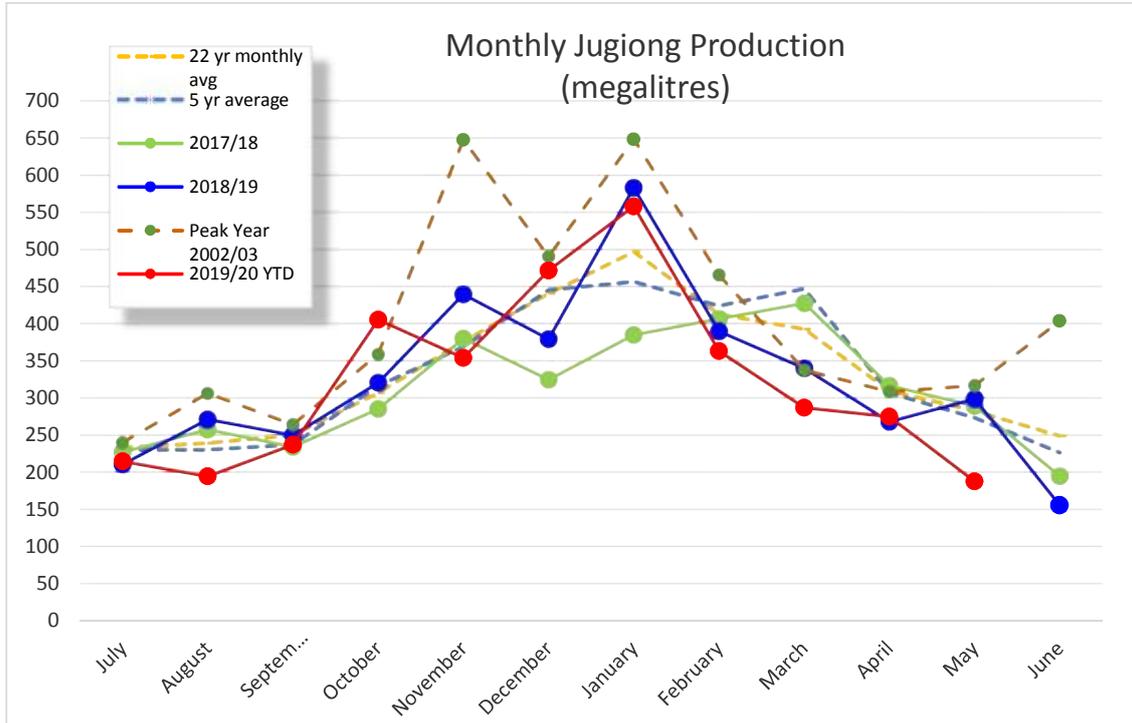
Jugiong annual water production is trending in a similar fashion to previous years.

For the period to the end of May 2020. Jugiong water production was 3547 ML, this is trending in a similar fashion to the same period last year. Water production for the period up to the end of May 2019 was 3750ML. Currently 2020 Water Production from the Jugiong WTP is 203ML lower compared to the same period of time in 2019. Approximately a 5.4% reduction.



GOLDENFIELDS WATER COUNTY COUNCIL – June 2020

Jugiong monthly water production for April 2020 was 275ML and May 2020 was 187 ML. As can be seen below the monthly water production is beginning to decrease, this is due mainly to increased rainfall and the colder early stages of winter.



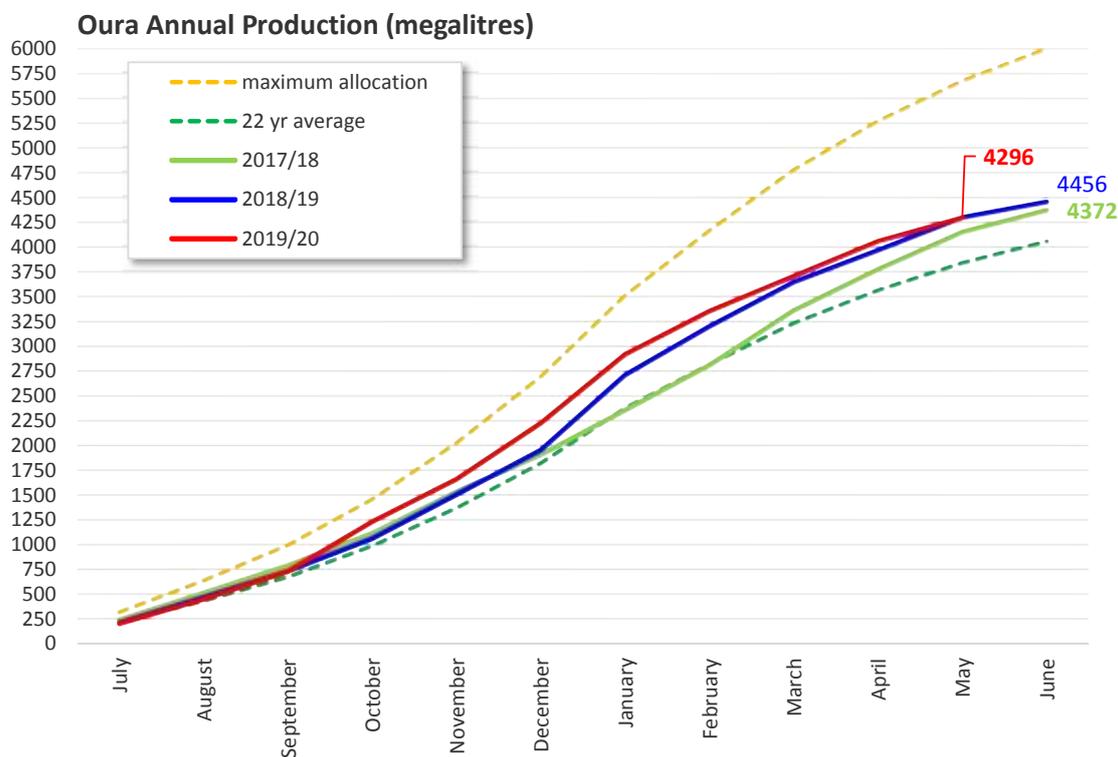
GOLDENFIELDS WATER COUNTY COUNCIL – June 2020

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.

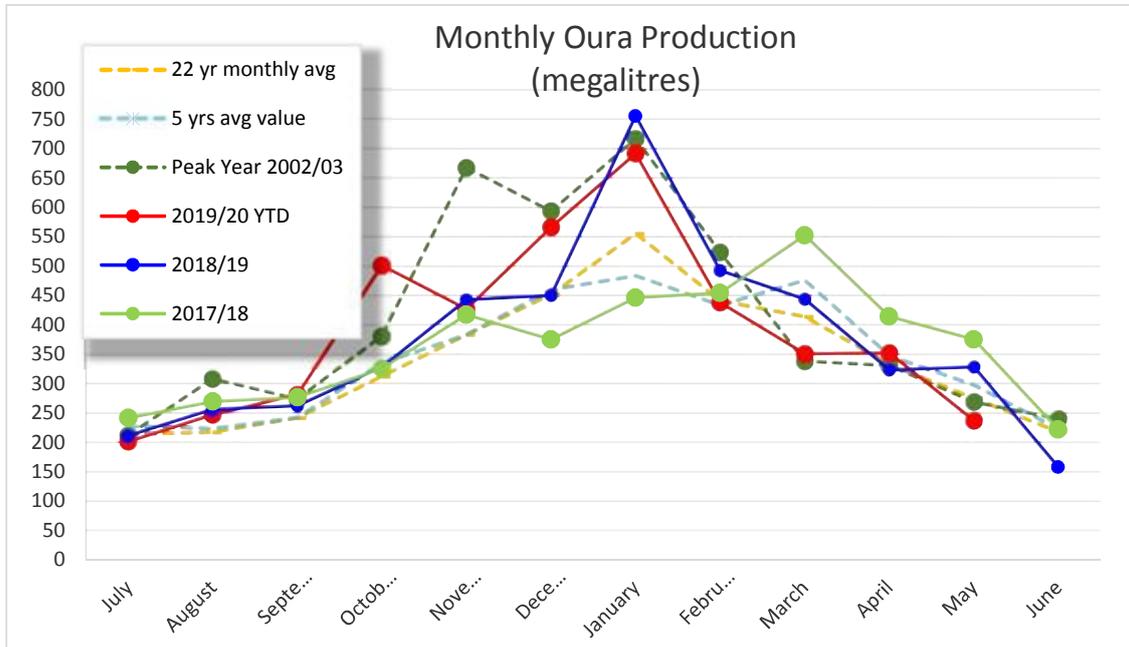
The Oura scheme has 33 sets of reservoirs and 19 pumping stations, produces drinking water for approximately 14,600 people in the Bland, Coolamon, Junee, Narrandera and Temora Shires. The Oura scheme can also supply water to the Northern side of the rural area of Wagga Wagga City when required.

For the period to the end of May 2020. Water production from the Oura bores was 4296 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 May 2019 was 4298ML. Therefore to the end of May 2020 a decrease of 2ML has been extracted from the Oura bores as compared to the same period last year. This is a 0.04% decrease on production compared to the same period last year.



GOLDENFIELDS WATER COUNTY COUNCIL – June 2020

Oura production for April 2020 was 353ML, and May 2020 was 237ML. A total of 590 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 colder weather heading into winter.



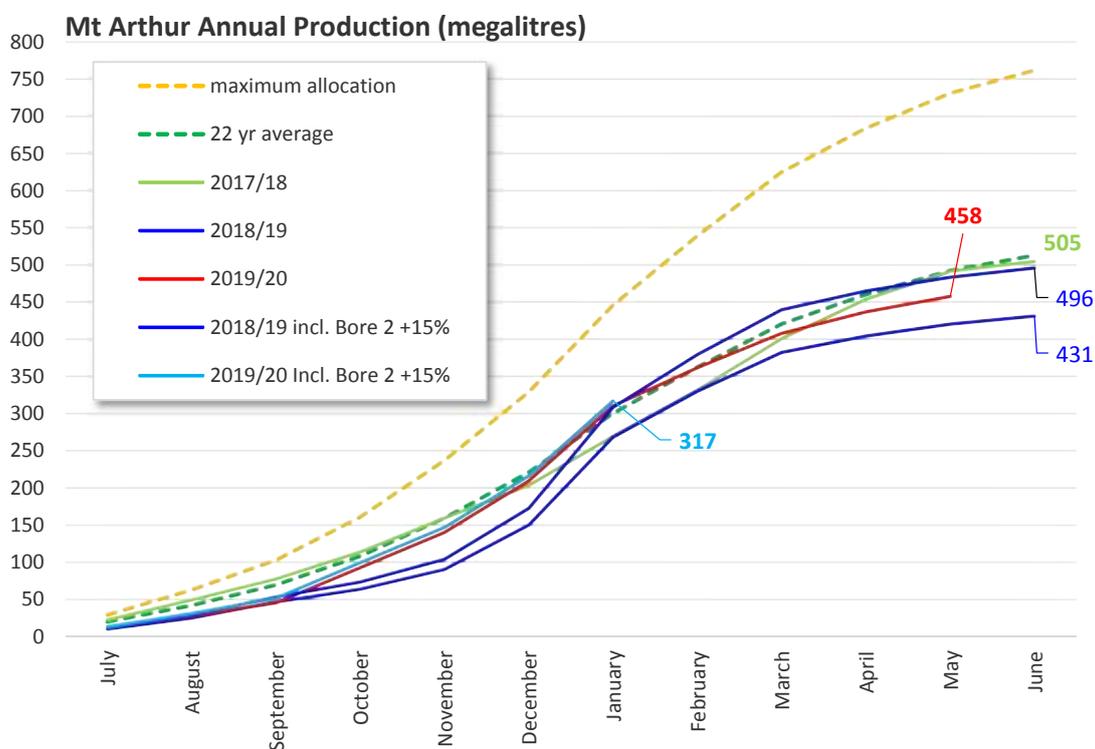
GOLDENFIELDS WATER COUNTY COUNCIL – June 2020

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).

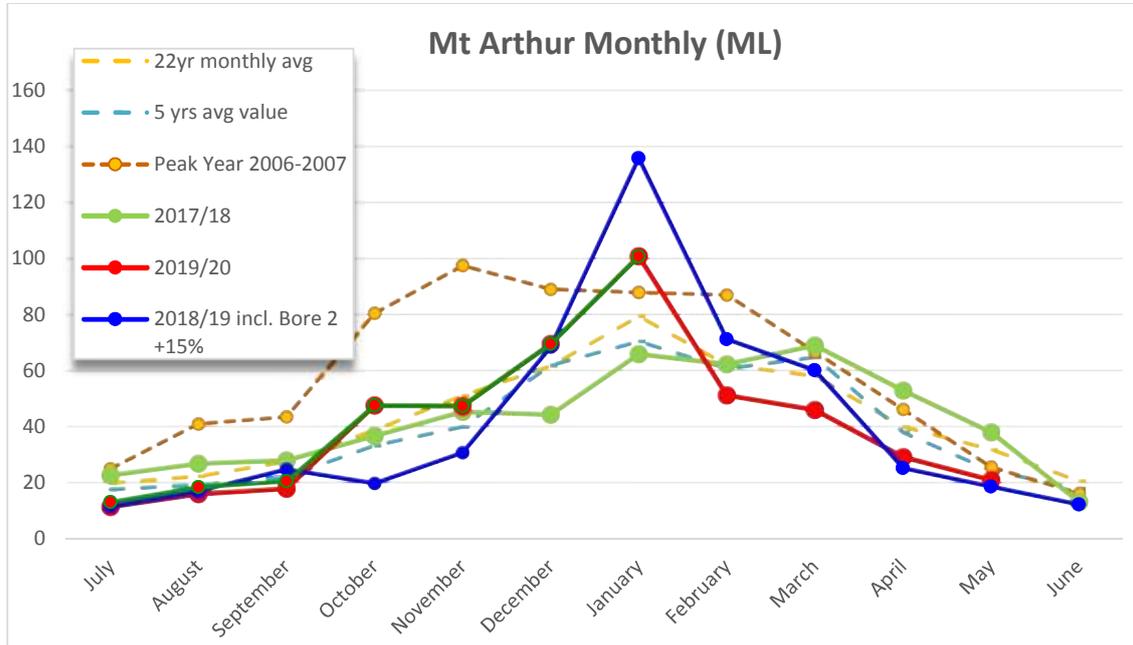
For the period to the end of May 2020, 458ML of water has been extracted from the Mt Arthur Bores this is higher than for the same period to the end of May 2019 (420ML). An increase of 38ML. As can be seen trending in a similar fashion to previous years.



GOLDENFIELDS WATER COUNTY COUNCIL – June 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 April was 29.2ML and May 2020 was 21ML. A total of 50ML for the 2 month period. Similarly, Mt. Arthur monthly production is trending downwards this is due mainly to increased rainfall and cooler weather heading into winter.



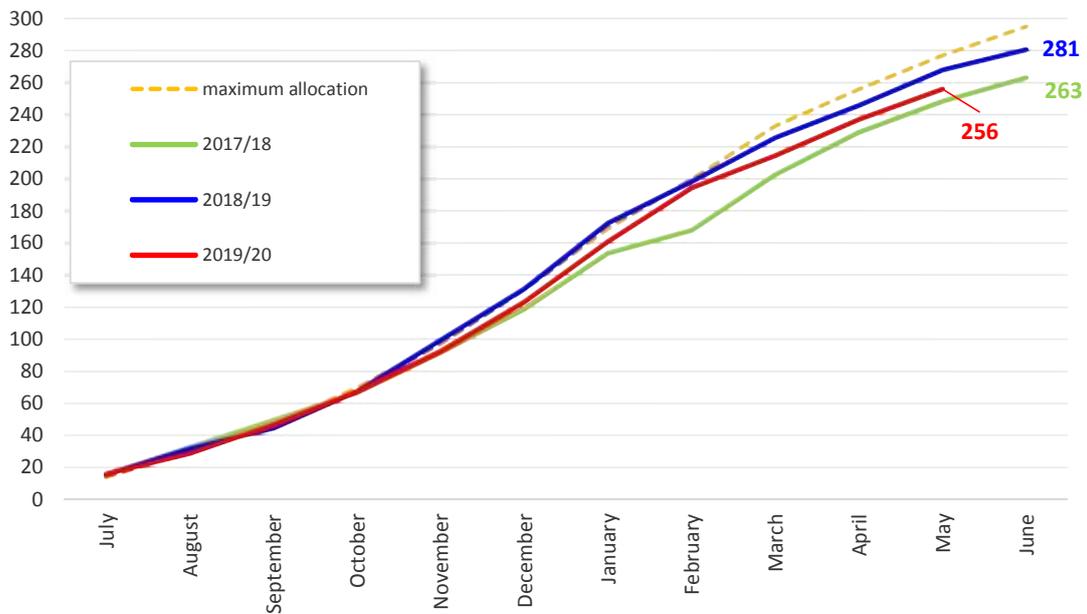
GOLDENFIELDS WATER COUNTY COUNCIL – June 2020

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

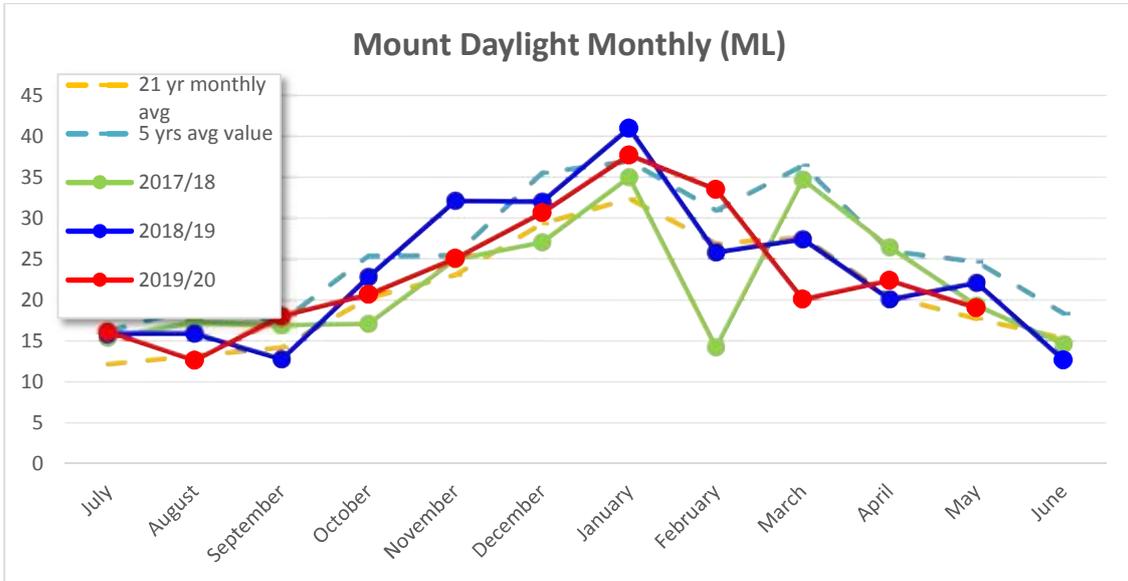
For the period to the end of May 2020, 256ML of water has been extracted from the Mt Daylight Bores. This is lower than the same period to the end of May 2019 (268ML). Indicating a decrease of 12ML for the same period in 2018/19.

Daylight Annual Volume (megalitres)



GOLDENFIELDS WATER COUNTY COUNCIL – June 2020

Mount Daylight monthly water production for April 2020 was 22.40ML and for May 2020 was 19.03ML. A total of 41.43ML. Water production from the Mt Daylight Bores is trending downwards this is due mainly to increased rainfall and Cooler weather heading into winter.

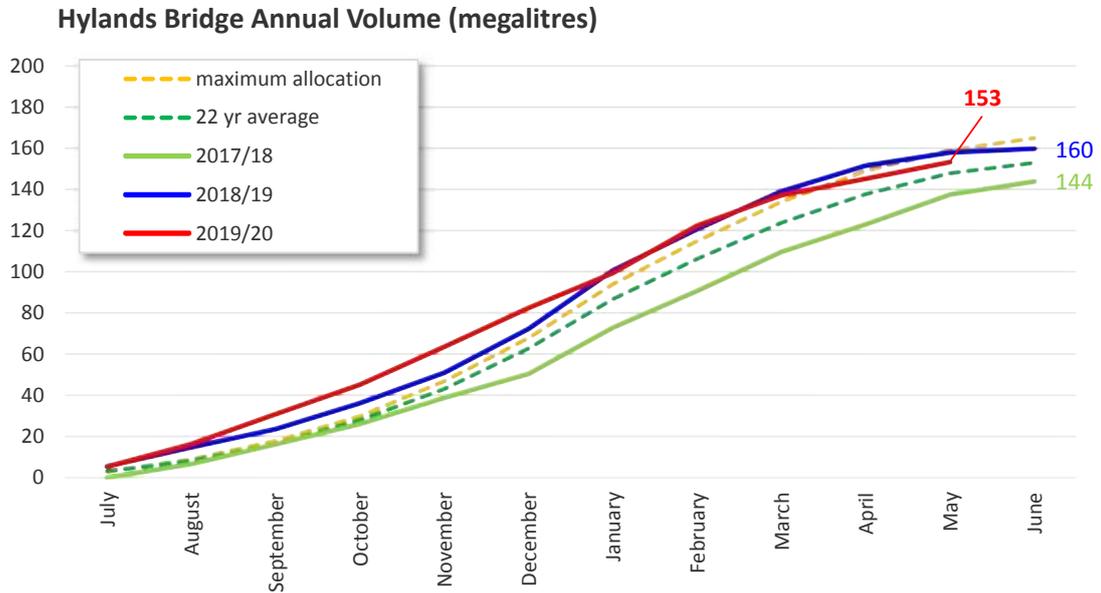


GOLDENFIELDS WATER COUNTY COUNCIL – June 2020

Hylands Bridge - Non Potable

Hylands Bridge supplies Non Potable water to Barellan and Binya.

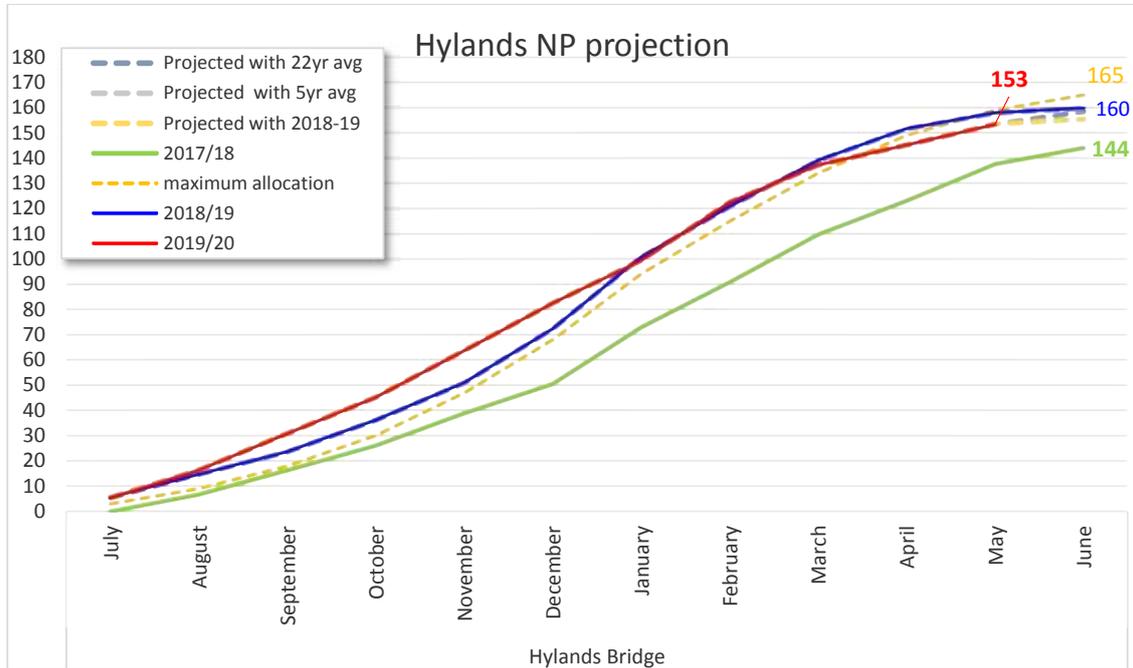
For the period to the end of May 2020, 153ML of water has been extracted from Hylands Bridge scheme, this is a decrease for the same period to the end of March 2019 (158ML). A decrease in production of 5ML compared to the same period last year.



GOLDENFIELDS WATER COUNTY COUNCIL – June 2020

Hylands Bridge Projections are as per the graph below.

For the period to the end of May 2020, water production from the Hylands Bridge scheme was 153ML this is 5ML less than for the same period last year. Allocation entitlement is 165ML therefore GWCC has 12ML left in the allocation with 1 month remaining in the period before allocation resets.



FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

CAPITAL WORKS PROGRESS

Report prepared by Engineering Manager

COUNCIL OFFICER RECOMMENDATION

That the Board note the information provided in the report

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

08 Highly Skilled and Energetic Workforce

BACKGROUND

This report is provided as an overview of the current Financial Year Capital Expenditure.

REPORT

Staff have been continuing to deliver capital works projects including:

- Changes to conditions of contract and re-tendering of the Rosehill to Harden pipeline construction project due to close on the 24 July 2020.
- Oura bore 6 has undergone cleaning, relining, new headworks and pipework installed and new pump with packer system ready to be installed. The undertaking of these works required additional planning, implementation of safety measures and collaboration of staff from engineering, construction, mechanical and electrical teams to enable works to occur during the peak of the pandemic.
- Thanowring Road detailed design is continuing to progress including initial landholder negotiations being undertaken.
- Audits for backflow installations between Ardlethan to Barellan and Barellan Township have been undertaken including the installation and review of pressure loggers. This has sparked an investigation into operational changes to maintain pressure within the trunk main and a review of our ability to increase our potable water supply to Barellan Township.
- Replacement bore for Matong bore 1 is continuing to progress with designs 90% complete and the drilling contractor expected on site mid-July.
- Oura High Voltage equipment supply tender is underway and due to close on the 15 July.
- New pumps at Ganmain number 5 and 6 have been delivered and are ready for install
- A replacement building for our Wyalong depot is currently under construction off site
- New PRV at Stockinbingal has been delivered and is ready for install to allow the elimination of the Baulloora valve pit which has ageing infrastructure, is a confined space and located in the road reserve.

FINANCIAL IMPACT STATEMENT:

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

ATTACHMENTS: Nil.

TABLED ITEMS: Nil.

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020



Wyalong depot under construction



Oura bore 6 installation



Ganmain replacement pumps



Baulloora valve pit to be removed

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

LOCAL GOVERNMENT SPLINTER AWARD (COVID-19)

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That the Board endorse the actions of the General Manager in opting into the Local Government Splinter Award.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

08 Highly Skilled and Energetic Workforce

BACKGROUND

The Local Government (COVID-19) Splinter (Interim) Award 2020 was made by the NSW Industrial Relations Commission on 14 April 2020. The Splinter Award is operational until 8 April 2021.

REPORT

The Splinter Award provides employers with greater flexibility in the event that COVID-19 disrupts the ordinary operation of Council.

The following provides a brief overview of the key inclusions:

Operational Flexibility

- Employers may direct employees to carry out suitable alternative duties
- Employers and employees may agree to varied leave arrangements
- Employees may access long service leave in advance

Close Down

- Alternative arrangements may be explored including working from home and or alternative locations performing standard and or alternative duties

No Useful Work

Employees may be stood down (or partially stood down) in the event of no useful work, under a 3 stage approach:

- Stage 1 - Paid COVID-19 Special Leave for 4 weeks at standard rate of pay
- Stage 2 – Job Retention Allowance (if Paid COVID-19 Special Leave exhausted) up to 13 weeks at Band 1 Level 2 of the LG State Award (currently \$858.20/week). Employees may supplement this with accrued leave.
- Stage 3 – Leave without pay. In the event that the employee has exhausted Paid COVID-19 Special Leave and the Job Retention Allowance, the employer may stand the employee down without pay until useful work may be provided.

Councils were offered the opportunity to 'opt in' to become a party to the Splinter Award, with the vast majority of NSW Councils choosing to do so.

With the essential work undertaken by Goldenfields Water, it is unlikely that work would be disrupted to the extent that the Splinter Award would need to be enacted. However given the

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

uncertainty, Goldenfields felt it was an important opportunity to provide the entire organisation with additional certainty should COVID-19 impact operations. As such Goldenfields opted in to become a party to the Splinter Award as of 8 May 2020.

The Splinter Award operates in addition to the Goldenfields Water Enterprise Award.

FINANCIAL IMPACT STATEMENT

Should the Local Government (COVID-19) Splinter (Interim) Award 2020 be enacted there is a potential for financial impact in relation to the 4 week Paid COVID-19 Special Leave.

ATTACHMENTS: Local Government (COVID-19) Splinter (Interim) Award 2020

TABLED ITEMS: Nil

Local Government (COVID-19) Splinter (Interim) Award 2020

Local Government (COVID-19) Splinter (Interim) Award 2020

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Local Government (COVID-19) Splinter (Interim) Award 2020

Part 1— Application and Operation

1. Title

- 1.1 This Award shall be known as the *Local Government (COVID-19) Splinter (Interim) Award 2020* (“Award”).

2. Commencement and Duration

- 2.1 This Award commences operation on and from 8 April 2020 and shall remain in force until 7 April 2021 (12 months).
- 2.2 This Award ceases to operate on 8 April 2021.

3. Coverage

- 3.1 This Award shall apply to all employers named in Schedule A and to all their employees, except for employees whose positions are identified as senior staff positions pursuant to sections 332 and 334 of the *Local Government Act 1993* (NSW).

4. Industrial Parties

- 4.1 The industrial parties to this Award are:
- (a) Local Government NSW (“LGNSW”);
 - (b) Aged and Community Services Australia (“ACSA”);
 - (c) New South Wales Local Government, Clerical, Administrative, Energy, Airlines and Utilities Union (“USU”);
 - (d) Local Government Engineers’ Association of New South Wales (“LGEA”);
 - (e) Development and Environmental Professionals’ Association (“depa”);
 - (f) Nurses’ and Midwives Association of New South Wales (“NSW Nurses”);
 - (g) Electrical Trades Union of Australia, New South Wales Branch (“ETU”); and

Local Government (COVID-19) Splinter (Interim) Award 2020

- (i) Health Services Union (“HSU”).

5. Definitions and Interpretation

5.1 In this Award, unless the context requires otherwise:

Award means the *Local Government (COVID-19) Splinter Award 2020*.

COVID-19 means the coronavirus named “COVID-19” by the World Health Organisation (previously known as “2019 novel coronavirus”) and the disease it causes.

Job Retention Allowance means the Job Retention Allowance referred to in clause 13 of this Award and which is based on the Band 1 / Level 2 rate of pay under the *LG (State) Award*. The allowance may be a weekly amount or an hourly amount depending on the context. The hourly amount is either 1/35th or 1/38th of the weekly amount depending on the ordinary hours of work for the relevant work function at clause 18A of the *LG (State) Award* for the employee’s substantive position.

LG (State) Award means:

- (i) the *Broken Hill City Council Consent Award 2018* as varied from time to time, and any award that succeeds the *Broken Hill City Council Consent Award 2018*;
- (ii) the *Entertainment and Broadcasting Industry – Live Theatre and Concert (State) Award* as varied from time to time, and any award that succeeds the *Entertainment and Broadcasting Industry – Live Theatre and Concert (State) Award*;
- (iii) the *Goldenfields Water County Council Enterprise Award 2017* as varied from time to time, and any award that succeeds the *Goldenfields Water County Council Enterprise Award 2017*;
- (iv) the *Local Government (State) Award 2017*, as varied from time to time, and any award that succeeds the *Local Government (State) Award 2017*;
- (v) the *Local Government (Electricians) Award*, as varied from time to time, and any award that succeeds the *Local Government (Electricians) Award*;

Local Government (COVID-19) Splinter (Interim) Award 2020

- (vi) the *Local Government, Aged, Disability and Home Care (State) Award*, as varied from time to time, and any award that succeeds the *Local Government, Aged, Disability and Home Care (State) Award*;
- (vii) the *Nursing Home &c Nurses (State) Award*, as varied from time to time, and any award that succeeds the *Nursing Home &c Nurses (State) Award*;
- (viii) the *Riverina Water Council Enterprise Award 2019* as varied from time to time, and any award that succeeds the *Riverina Water Council Enterprise Award 2019*;
- (ix) the *South Sydney City Council Salaried Officers Award 2017* as varied from time to time, and any award that succeeds the *South Sydney City Council Salaries Officers Award 2017*;
- (x) the *South Sydney City Council Wages Staff Award 2017* as varied from time to time, and any award that succeeds the *South Sydney City Council Wages Staff Award 2017*;
- (xi) *the City of Sydney Wages/Salary Award 2017* as varied from time to time, and any award that succeeds *The City of Sydney Wages/Salary Award 2017*;
- (xii) any enterprise agreement or council agreement made in relation to the abovementioned awards; and/or
- (xiii) the *Wollongong City Council Enterprise Agreement 2018 – 2021*.

Local Government (State) Award 2017 means the *Local Government (State) Award 2017*, as varied from time to time, and any award that succeeds the *Local Government (State) Award 2017*.

Ordinary pay has the same meaning as under the *LG (State) Award*.

Salary system rate of pay means the rate of pay an employee is entitled to receive under their employer's salary system in recognition of the skills the employee is required to apply on the job.

Senior staff has the same meaning as under the *Local Government Act 1993* (NSW) and includes the general manager of the Council and the holder of all other positions identified in the employer's organisation structure as senior staff positions.

Local Government (COVID-19) Splinter (Interim) Award 2020

Suitable alternative duties include:

- duties that are within the limits of an employee's skill, competence and training; and/or
- duties, whether the same or different, that have a different span of ordinary hours, different spread of ordinary hours, or different commencement and/or finishing times that are reasonable and which take into consideration carers or family responsibilities, provided that employees make genuine efforts to make themselves available; and/or
- duties that involve working a different number of hours per day or week; and/or
- training, including training in areas unrelated to an employee's substantive role.

Union means any one or more of the following organisations:

- New South Wales Local Government, Clerical, Administrative, Energy, Airlines and Utilities Union ("USU");
- Local Government Engineers' Association of New South Wales ("LGEA");
- Development and Environmental Professionals' Association ("depa");
- Nurses' and Midwives Association of New South Wales ("NSW Nurses");
- Electrical Trades Union of Australia, New South Wales Branch ("ETU"); and
- Health Services Union ("HSU").

6. Relationship with the LG (State) Award

- 6.1 This Award is to be read and interpreted in conjunction with the *LG (State) Award*.
- 6.2 Where there is any inconsistency between this Award and the *LG (State) Award*, this Award shall prevail to the extent of the inconsistency.
- 6.3 Where this Award is silent, the *LG (State) Award* shall apply (where applicable).

Part 2— Statement of Intent

7. Intention

- 7.1 This Award puts in place special interim arrangements in response to the COVID-19 pandemic.

Local Government (COVID-19) Splinter (Interim) Award 2020

- 7.2 Where this Award provides an employer with additional rights which, if exercised by the employer, would result in employees being worse off under this Award than they would be under the *LG (State) Award* or another applicable industrial instrument(s), those rights may only be exercised as a result of an Order from the State or Commonwealth Government related to COVID-19 responses and for no other reason.
- 7.3 Nothing in this Award prevents changes to working arrangements provided elsewhere under the *LG (State) Award* (in accordance with the relevant award provisions), including but not limited to the following clauses which are currently identified in the *Local Government (State) Award 2017* as subclause 15(x) [Travelling Allowance]; clause 18D [Facilitative Provisions]; clause 22 [Flexibility for Work and Family Responsibilities]; clause 23 [Phased Retirement]; and clause 27 [Job Share Employment].
- 7.4 This Award shall not set any precedent in relation to award entitlements after its expiry.

Part 3— Dispute Resolution Procedure

8. Grievance and Dispute Procedure

- 8.1 Clause 35 [Grievance and Dispute Procedures] of the *Local Government (State) Award 2017* shall apply.

Part 4— Anti-Discrimination

9. Anti-Discrimination

- 9.1 Clause 3 [Anti-Discrimination] of the *Local Government (State) Award 2017* shall apply.

Part 5— Conditions of Employment (General)

10. Operational Flexibility

- 10.1 The employer may, due to COVID-19, direct an employee to carry out suitable alternative duties, provided that such a direction shall not be unreasonable having regard to the employee’s personal circumstances including any family and carer responsibilities.
- 10.2 Where, due to COVID-19, an employee is directed to perform suitable alternative duties, the employee, when performing the suitable alternative duties:
 - (a) shall be paid the salary system rate of pay that recognises the skills the employee is required to apply to those duties, provided that the employee shall not suffer a reduction in the salary system rate of pay for their substantive position;

Local Government (COVID-19) Splinter (Interim) Award 2020

- (b) shall be entitled to allowances, weekend penalties and shift penalties under the *LG (State) Award* which are applicable to the suitable alternative duties; and
 - (c) is not entitled to allowances, weekend penalties and shift penalties under the *LG (State) Award* which are not applicable to the suitable alternative duties.
- 10.3 An employer and an employee may agree to the employee taking their accrued annual leave at half pay through a combination of paid annual leave and leave without pay. Agreement to a combination of paid annual leave and leave without pay shall not be unreasonably refused.
- 10.4 An employee (other than a casual) with less than five (5) years' service may, with the consent of the employer, take long service leave in advance.

11. Employees Working from Home

Spread of Ordinary Hours

- 11.1 Where working from home under this Award, an employee shall not be entitled to shift or weekend penalties, unless directed to work outside their ordinary spread or span of hours.
- 11.2 Ordinary hours of work shall not exceed twelve (12) hours in any one day exclusive of unpaid meal breaks.

Home Internet and Home Computer Related Expenses

- 11.3 Employees working from home (due to COVID-19) shall not be entitled to a reimbursement of home internet and/or home computer related expenses, provided that an employer shall not unreasonably refuse to reimburse an employee for such expenses where exceptional circumstances exist and the employee obtains the employer's prior approval before incurring the expense.
- 11.4 Claims for other out-of-pocket expenses (e.g. stationary) shall be processed in accordance with subclause 15(viii) [Expenses] of the *LG (State) Award* and applicable policies of the employer.
- 11.5 The employer may require proof to justify payments under this clause.

Part 6— Close Down

12. Duty to Explore Suitable Alternative Duties

- 12.1 Where, due to COVID-19, employees are unable to perform their normal duties at their normal place of work, the employer shall:
- (a) explore opportunities for the affected employees to work from home or from another location; and/or

Local Government (COVID-19) Splinter (Interim) Award 2020

- (b) provide the employees with suitable alternative duties where available; and
 - (c) regularly review these arrangements.
- 12.2 Where an employee can perform their work duties from home or from another location and/or suitable alternative duties are available, and the employee unreasonably refuses to perform such duties, the employee shall not be entitled to the paid COVID-19 special leave and Job Retention Allowance provided at clause 13 of this Award. For this subclause to apply, the employee must have received prior written notice of the consequences of unreasonably refusing to perform their work duties from home or from another location and/or from performing suitable alternative duties.

13. No Useful Work

- 13.1 This clause applies to permanent full-time employees and permanent part-time employees only.
- 13.2 Where, due to COVID-19, the employer has no useful work for employees, the employer may temporarily stand down (or partially stand down) the employees, subject to the following:

Stage 1 – Paid COVID-19 Special Leave, up to four (4) weeks

- 13.3 Subject to subclause 13.4, an employee who is stood down (or partially stood down) under subclause 13.2 shall be entitled to paid COVID-19 special leave at their salary system rate of pay for four (4) weeks or until the employer is able to provide the employee with useful work, whichever occurs first.
- 13.4 Effective from the operative date applying to the employer as indicated in Schedule A of the Award, the amount of paid COVID-19 special leave that an employee is entitled to receive under subclause 13.3 may be absorbed by up to two (2) weeks of paid special leave already received by the employee from the employer in relation to COVID-19.

Example 1:

Susan is a swimming school instructor.

Arising from *Public Health (COVID-19 Restrictions on Gathering and Movement) Order 2020*, the pool where Susan works was required to close. As a result, Susan's employer was unable to provide her with useful work and provided her with two (2) weeks paid special leave.

No suitable alternative duties are available, and the employer has now decided to temporarily stand Susan down.

As Susan has already received two (2) weeks paid special leave in relation to

Local Government (COVID-19) Splinter (Interim) Award 2020

COVID-19, she is entitled to two (2) weeks paid COVID-19 special leave (instead of four (4) weeks paid COVID-19 special leave).

- 13.5 Paid COVID-19 special leave under subclauses 13.3 and 13.4 may be taken:
 - (a) in one continuous period; or
 - (b) two or more separate periods.
- 13.6 Where an employee is only partially stood down (i.e. working reduced hours or reduced days) paid COVID-19 special leave shall be calculated on a pro-rata basis and is only payable on the hours that the employee is stood down from work.
- 13.7 Employees may be recalled back to work by the employer during paid COVID-19 special leave by the giving 24 hours' notice or such shorter period of notice as may be agreed.
- 13.8 Part-time employees shall be entitled to paid COVID-19 special leave on a pro-rata basis according to the regular number of hours worked.
- 13.9 Paid COVID-19 special leave shall be regarded as service for the purposes of computing entitlements under the *LG (State) Award*. Paid COVID-19 special leave shall also be regarded as ordinary time earnings (OTE) for the purposes of superannuation guarantee contributions.

Stage 2 – Job Retention Allowance, up to 13 weeks (3 months)

- 13.10 An employee who remains stood down (or partially stood down) under subclause 13.2 and who has exhausted their entitlement to paid COVID-19 special leave under subclauses 13.3 or 13.4 shall be paid a Job Retention Allowance at the Band 1 / Level 2 rate of pay under the *Local Government (State) Award 2017* for thirteen (13) weeks or until the employer is able to provide the employee with useful work, whichever occurs first. Provided that where a Junior, Trainee or Apprentice employee's regular ordinary rate of pay is less than the Band 1 / Level 2 rate of pay under the *Local Government (State) Award 2017*, the amount to be paid as the Job Retention Allowance shall be the employee's ordinary rate of pay instead of the Band 1 / Level 2 rate of pay under the *Local Government (State) Award 2017*.
- 13.11 The Job Retention Allowance under subclause 13.10 may be taken:
 - (a) in one continuous period; or
 - (b) two or more periods that together are not more than thirteen (13) weeks in the aggregate.
- 13.12 Employees may supplement payment of the Job Retention Allowance under this Award by applying to take accrued annual leave or long service leave (including long service leave under 10.4 with the consent of the employer) at the same time.

Example:

Local Government (COVID-19) Splinter (Interim) Award 2020

Anthony earns approximately \$2,000/week (\$400/day).

Anthony is entitled to the Job Retention Allowance (\$858.20/week as at 8 April 2020) and has accrued annual and long service leave available for use.

In addition to receiving the Job Retention Allowance (\$858.20/week as at 8 April 2020), Anthony can apply to take 3 days accrued leave per week, which would bring his weekly earnings to approximately \$2,058.20/week.

- 13.13 Where an employee is only partially stood down (i.e. working reduced hours or reduced days) the Job Retention Allowance shall be calculated on a pro-rata basis and is only payable on the hours that the employee is stood down from work.
- 13.14 (a) Employees may be recalled back to work by the employer during the period that they are receiving the Job Retention Allowance by the giving of 24 hours' notice or such shorter period of notice as may be agreed.
- (b) An employee that is temporarily recalled back to work under this subclause to perform their *normal duties* shall be paid in accordance with the *LG (State) Award* for the time so recalled.
- (c) An employee that is temporarily recalled back to work under this subclause to perform *suitable alternative duties* shall be paid in accordance with subclause 10.2 of this Award for the time so recalled.
- 13.15 Part-time employees shall receive the Job Retention Allowance on a pro-rata basis according to the regular number of hours worked.
- 13.16 An employee who is directed to take excess accrued annual leave and/or long service leave pursuant to the *LG (State) Award* shall not be entitled to the Job Retention Allowance whilst on such directed leave.
- 13.17 Subject to subclause 13.18, where an employee is receiving the Job Retention Allowance and is not working, such period shall not be regarded as service for the purposes of computing entitlements under the *LG (State) Award*.
- 13.18 Periods of paid annual leave and long service leave count as service for the purposes of computing leave entitlements under the *LG (State) Award* and as ordinary time earnings (OTE) for the purposes of superannuation guarantee contributions.
- 13.19 The Job Retention Allowance is not ordinary time earnings (OTE) for the purposes of superannuation guarantee contributions.

Stage 3 – Leave without pay

- 13.20 An employee who remains stood down under subclause 13.2 and who has exhausted their entitlements to paid COVID-19 special leave under subclauses 13.3

Local Government (COVID-19) Splinter (Interim) Award 2020

or 13.4 and the Job Retention Allowance under subclause 13.10 shall be placed on leave without pay until the employer is able to provide the employee with useful work, provided that if the employee has accrued annual leave or long service leave available they may take that leave (including long service leave under subclause 10.4, with the consent of the employer).

Part 7— Savings and Transitional

- 14.1 Nothing in this Award limits the employer's right to direct employees to take accrued annual leave and/or long service leave in accordance with the provisions of the *LG (State) Award*.
- 14.2 Nothing in this Award prevents the employer from providing additional benefits to employees to help mitigate the adverse effects of COVID-19 on employees.
- 14.3 If, after the commencement of this Award, an employer receives new or additional State and/or Commonwealth Government funding in relation to COVID-19, the employer shall take such funding into consideration when deciding whether to extend the benefits provided by this Award or to provide additional benefits to mitigate the adverse effects of COVID-19 on employees.

Part 8— Leave Reserved

- 15.1 Nothing in this Award limits the employer's right to direct employees to take accrued annual leave and/or long service leave in accordance with the provisions of the *LG (State) Award*.
- 15.2 Leave is reserved for the Parties to the Award to apply to vary this Award and/or access the Industrial Relations Commission of New South Wales should a State or Commonwealth Government assistance/funding package related to COVID 19 be provided to Employers and/or Employees.

Local Government (COVID-19) Splinter (Interim) Award 2020**Schedule A—Employers covered by this Award**

- A.1** The employers listed in Table 1 below are the employers covered by this Award, as provided by clause 3.
- A.2** For employers listed in Column A of Table 1, subclause 13.4 of the Award operates on and from 8 April 2020.
- A.3** For employers listed in Column B of Table 1, subclause 13.4 of the Award operates on and from 20 April 2020.

Table 1 – Employers covered by the Award, and operative date of subclause 13.4

Column A (Subclause 13.4 operates on and from 8 April 2020)	Column B (Subclause 13.4 operates on and from 20 April 2020)
Tweed Shire Council	Armidale Regional Council
Lane Cove Municipal Council	Central Coast Council
Albury City Council	Central Darling Shire Council
Ballina Shire Council	Edward River Council
Bathurst Regional Council	Glen Innes Severn Council
Bayside Council	Inverell Shire Council
Bega Valley Shire Council	Junee Shire Council
Bellingen Shire Council	Newcastle Council, City of
Berrigan Shire Council	Upper Hunter Shire Council
Blacktown City Council	Upper Lachlan Shire Council
Bland Shire Council	
Blue Mountains City Council	
Bogan Shire Council	
Bourke Shire Council	
Brewarrina Shire Council	
Burwood Council	
Byron Shire Council	
Cabonne Council	
Camden Council	
Campbelltown City Council	
Canada Bay Council, City of	
Canterbury-Bankstown Council	
Central Tablelands Water County Council	
Cessnock City Council	
Clarence Valley Council	
Cobar Shire Council	
Coffs Harbour City Council	
Coolamon Shire Council	
Coonamble Shire Council	
Cootamundra-Gundagai Regional Council	
Cowra Shire Council	

Local Government (COVID-19) Splinter (Interim) Award 2020

Cumberland City Council	
Dubbo Regional Council	
Dungog Shire Council	
Fairfield City Council	
Federation Council	
Gilgandra Shire Council	
Greater Hume Shire Council	
Griffith City Council	
Gunnedah Shire Council	
Gwydir Shire Council	
Hawkesbury City Council	
Hay Shire Council	
Hilltops Council	
Hornsby Shire Council	
Hunters Hill Council	
Inner West Council	
Kempsey Shire Council	
Kiama Municipal Council	
Ku-ring-gai Council	
Lachlan Shire Council	
Leeton Shire Council	
Lithgow City Council	
Liverpool City Council	
Liverpool Plains Shire Council	
Lockhart Shire Council	
MidCoast Council	
Moree Plains Shire Council	
Moree Artesian Acquatic Centre	
Mosman Municipal Council	
Murrumbidgee Council	
Muswellbrook Shire Council	
Nambucca Shire Council	
Narrabri Shire Council	
Narrandera Shire Council	
Narromine Shire Council	
North Sydney Council	
Oberon Shire Council	
Parkes Shire Council	
Parramatta Council, City of	
Penrith City Council	
Port Macquarie-Hastings Council	
Port Stephens Council	
Queanbeyan-Palerang Regional Council	
Riverina Water County Council	
Rous County Council	
Ryde Council, City of	
Shellharbour City Council	
ShoalhavenCity Council	
Singleton Council	
Snowy Monaro Regional Council	
Snowy Valleys Council	

Local Government (COVID-19) Splinter (Interim) Award 2020

Sutherland Shire Council	
Sydney Council, City of	
Tamworth Regional Council	
Temora Shire Council	
Tenterfield Shire Council	
The Hills Shire Council	
Uralla Shire Council	
Wagga Wagga City Council	
Walcha Shire Council	
Walgett Shire Council	
Warren Shire Council	
Warrumbungle Shire Council	
Waverley Council	
Weddin Shire Council	
Wentworth Shire Council	
Willoughby City Council	
Wingecarribee Shire Council	
Wollondilly Shire Council	
Woollahra Municipal Council	
Yass Valley Council	

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

ADOPTION OF 2020-2021 OPERATIONAL PLAN

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That:

1. Council adopts the 2020-2021 Operational Plan, as exhibited following public comment, incorporating changes detailed in this report; and
2. The fees and charges be made for the 2020-2021 year, as detailed in the adopted 2020-2021 Operational Plan Fees and Charges Schedule.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

07 Efficient Operations

BACKGROUND

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

REPORT

In accordance with legislative requirements, the Draft 2020-2021 Operational Plan has been on public exhibition for 28 days. No submissions have been received.

The 2020-2021 Operational Plan is now re-presented to Council for adoption, incorporating the following changes:

- Transfer \$127,000 from wages to consultancy for IT services
- \$300,000 addition to land purchases in the CAPEX budget for land purchase
- \$85,000 additional truck purchase and corresponding \$50,000 truck sale to replace existing truck requiring extensive gearbox repairs

The 2020-2021 Operational Plan incorporates 2020-2021 Fees and Charges and 2020-2021 Budget Summaries.

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



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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 is built.

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
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	6,517	6,706	6,902	7,103	7,310
Materials & Contracts	3,331	4,188	4,292	4,400	4,510	4,622
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	24,593	25,189	25,800
Net Operating Result for the Year	3,543	247	171	6	7	10
Net Operating Result before Grants and Contributions provided for Capital Purposes	2,643	(1,253)	(1,329)	(1,244)	(1,274)	(1,304)



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	11,345	8,580	6,330	5,729	5,044
Receivables	6,387	5,951	5,950	5,980	6,118	6,256
Inventories	836	1,050	1,077	1,104	1,131	1,159
Other	94	137	140	144	147	151
Total Current Assets	21,169	18,983	16,247	14,057	13,626	13,110
Non-Current Assets						
Investments	38,554	34,034	25,739	18,990	17,187	15,131
Infrastructure, Property, Plant & Equipment	266,555	273,697	284,951	293,951	296,250	298,889
Total Non-Current Assets	305,109	307,731	310,690	312,941	313,437	314,020
TOTAL ASSETS	326,278	326,715	326,937	326,998	327,062	327,130



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	1,567	1,605	1,644	1,684	1,726
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	3,937	3,988	4,044	4,101	4,159
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	3,978	4,030	4,085	4,142	4,201
Net Assets	322,490	322,736	322,907	322,913	322,920	322,929
EQUITY						
Retained Earnings	97,044	97,290	97,461	97,467	97,474	97,483
Revaluation Reserves	225,446	225,446	225,446	225,446	225,446	225,446
Total Equity	322,490	322,736	322,907	322,913	322,920	322,929
Total Cash & Investments	52,406	45,879	34,819	25,820	23,416	20,675



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	741
Less Cashflows from Investing Activities		
Purchase of Infrastructure, Property, Plant & Equipment	(9,978)	(14,663)
Cash Surplus/ (Deficit)	1,666	(6,154)
Equity Movements		
Reserve Funds - Increase / (Decrease)	1,666	(6,154)



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	741
Internal Restrictions	5,748	13,675
Operating Revenue	2,643	(1,253)
Total Capital Funding	9,978	14,663
Capital Expenditure		
New Assets		
Water Supply Infrastructure	2,990	2,250
Plant & Equipment	341	-
IT / Office Equipment	35	-
Land & Buildings	50	600
Renewal Assets		
Water Supply Infrastructure	5,198	10,350
Plant & Equipment	1,143	1,350
IT / Office Equipment	71	78
Furniture & Fittings	-	5
Land & Buildings	150	30
Total Capital Expenditure	9,978	14,663



**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	741,000	700,000	350,000	350,000	350,000
Capital Contributions	1,500,000	1,500,000	1,250,000	1,281,250	1,313,282
TOTAL CAPITAL INCOME:	2,241,000	2,200,000	1,600,000	1,631,250	1,663,282

CAPITAL EXPENDITURE					
	\$	\$	\$	\$	\$
NEW SYSTEM ASSETS:					
Land & Buildings	600,000	-	-	-	-
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:	2,850,000	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	1,350,000	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	3,575,000	7,550,000	2,950,000	3,450,000	3,450,000
Mains - Reticulation	45,000	345,000	345,000	545,000	545,000
Mains - Rural	-	50,000	50,000	50,000	50,000
Pump Stations	1,480,000	1,800,000	6,000,000	4,700,000	4,700,000
Bores	200,000	200,000	-	-	-
Reservoir Sites	370,000	750,000	3,250,000	225,000	725,000
Treatment Plant	4,480,000	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:	11,813,156	16,960,000	16,210,000	10,090,000	10,590,000
TOTAL CAPITAL EXPENDITURE:	14,663,156	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
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



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
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
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



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 or 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



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



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	1 July 20 - 31 Dec 20 - 0% 1 Jan 21 - 30 June 21 - 7%		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

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

NORTH WEETHALLE RESERVOIR SITE LAND ACQUISITION

Report prepared by General Manager

COUNCIL OFFICER RECOMMENDATION

That the Board;

1. Endorse the purchase of Lot 14 / DP 751718 as detailed within the reports
2. Authorise the Chairperson and General Manager to sign and affix Council Seal to the documents relating to the transfer as required.

ALIGNMENT WITH BUSINESS ACTIVITY STRATEGIC PLAN

05 Proactive Customer Relations

BACKGROUND

Goldenfields Water have four reservoirs which make up the North Weethalle Reservoir Site. These reservoirs and associated pipework are located on Lot 14 / DP 751718 which is privately owned land.

Goldenfields Water typically seeks easement agreements over underground infrastructure but generally acquires land where significant above ground infrastructure is established. Council officers recommended that Council seek to acquire the 40 x 40m reservoir site, a right of way over the existing access track and an easement agreement for the pipeline within the property.

At the February meeting of Council the Board resolved the following:

- 1. That the Board approve the General Manager or his delegate to sign a formal agreement that Goldenfields Water intends to acquire the land for the reservoir site, a right of way over the access track and an easement over the pipeline.*
- 2. That the Board approve the General Manager or his delegate to commence negotiations for required land acquisition on Lot 14 / DP 751718, as per the figure specified within the financial impact statement provided within this report.*

REPORT

The resolution made at the February Council meeting did not specifically resolve for the General Manager to sign off on the purchase of the land.

The property owners have agreed to a transfer the land to Goldenfields Water for a nominal sum in addition to legal fees.

This sum is within the guidelines of the report provided to the Board at the February Council meeting.

This report is presented to formalise the delegation to the General Manager and Chairperson to sign the necessary paperwork to complete the transfer of land.

GOLDENFIELDS WATER COUNTY COUNCIL – JUNE 2020

FINANCIAL IMPACT STATEMENT

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

ATTACHMENTS: Nil

TABLED ITEMS: Nil

NEXT MEETING

The next ordinary meeting of Council is scheduled to be held on Thursday 27 August 2020 at 2.00pm

CLOSE OF BUSINESS

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