



# OPERATIONAL PLAN 2024-2025 (PARTS 1 & 2)



ADOPTED ON 19 JUNE 2024

## CONTENTS

STRATEGIC PRIORITY 1 .....	4
KEY RESULT AREA – 1.1 SERVICE PROVISION THROUGH FIT FOR PURPOSE INFRASTRUCTURE .....	4
KEY RESULT AREA – 1.2 ENSURE COMPLIANCE WITH REGULATION .....	5
KEY RESULT AREA – 1.3 BEST PRACTICE ASSET MANAGEMENT .....	6
KEY RESULT AREA – 1.4 MITIGATE ENVIRONMENTAL IMPACTS OF SERVICE DELIVERY .....	6
KEY RESULT AREA – 1.5 EFFICIENT USE OF WATER .....	7
STRATEGIC PRIORITY 2.....	8
KEY RESULT AREA – 2.1 QUALITY CUSTOMER SERVICE.....	8
KEY RESULT AREA – 2.2 SOUND FINANCIAL MANAGEMENT.....	9
KEY RESULT AREA – 2.3 CONTINUOUS IMPROVEMENT WHILST MANAGING RISK.....	10
KEY RESULT AREA – 2.4 A CAPABLE AND MOTIVATED WORKFORCE .....	11
STRATEGIC PRIORITY 3.....	12
KEY RESULT AREA – 3.1 REGIONAL COLLABORATION AND PARTNERSHIPS .....	12
KEY RESULT AREA – 3.2 REGIONAL LEADERSHIP IN THE WATER SECTOR.....	13
Operational Plan Part 2 .....	14
STATEMENT OF REVENUE POLICY .....	15
AVAILABILITY (ACCESS) CHARGES .....	17
DEVELOPER CHARGES .....	17
ORGANISATIONAL STRUCTURE.....	19
Fees & Charges 2024/25.....	20
Annual Budget 2024/25 .....	22

## RESPONSIBLE OFFICER(S) ACRONYM DEFINITIONS

<b>RESPONSIBLE OFFICER POSITION</b>	<b>RESPONSIBLE OFFICER ACRONYM</b>
General Manager	GM
Director Operations & Technical Services	DOTS
Director Finance & Corporate Services	DFCS
Water Network Manager	WNM
Water Quality Manager	WQM
Asset Officer	AO
Governance & Executive Support Officer	GESO

## STRATEGIC PRIORITY 1

### PROVIDING A HIGH QUALITY AND RELIABLE DRINKING WATER SUPPLY

KEY RESULT AREA – 1.1 SERVICE PROVISION THROUGH FIT FOR PURPOSE INFRASTRUCTURE						
Activity 1.1.1 – Deliver capital works program based on asset management data.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
1.1.1.1	Deliver capital works in accordance with adopted capital works program.	DOTS & AO	x	x	x	x
Activity 1.1.2 – Review, update and implement maintenance program.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
1.1.2.1	Implement maintenance program (i.e. flushing, hydrants, reservoirs, pump stations, systems checks, etc).	DOTS & WNM	x	x	x	x
Activity 1.1.3 – Develop and implement backflow prevention program.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
1.1.3.1	Develop and implement backflow prevention program.	DOTS & WNM	x	x	x	x
Activity 1.1.4 – Undertake regular water meter replacement program.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
1.1.4.1	Water meters regularly inspected and replaced in accordance with CTW’s meter replacement policy (i.e. every 7,500 kilolitres)	DOTS & WNM	x	x	x	x
Activity 1.1.5 – Consider potential use of CTW’s existing underutilised groundwater sources.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
1.1.5	Undertake water quality analysis of groundwater sources to determine usage suitability. <b>Note: To be delivered in FY24/25.</b>	DOTS & WQM				

**KEY RESULT AREA – 1.2 ENSURE COMPLIANCE WITH REGULATION**

**Activity 1.2.1 – Review and update CTW’s Drinking Water Management System (DWMS).**

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.2.1.1	Complete annual review and update of CTW’s Drinking Water Management System (DWMS).	DOTS & WQM		x		

**Activity 1.2.2 – Inform and involve CTW’s customers and regulators about projects, programs and other activities.**

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.2.2.1	Inform and involve CTW’s customers and regulators about projects, programs and other activities via media releases, social media and performance monitoring reporting.	GM & DOTS	x	x	x	x

**Activity 1.2.3 – Undertake strategic reviews of water treatment facilities.**

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.2.3.1	Undertake an independent strategic review of the Blayney Water Treatment Plant to ascertain future upgrade options and operations.	DOTS & WQM	x	x		

**Activity 1.2.4 – Undertake regular water sampling programs in accordance with NSW Health DWMS guidelines.**

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.2.4.1	Undertake regular water sampling throughout the water supply network in accordance with NSW Health DWMS guidelines.	WQM	x	x	x	x

**KEY RESULT AREA – 1.3 BEST PRACTICE ASSET MANAGEMENT**

Activity 1.3.1 – Assets are managed strategically, using whole of life methodology to improve delivery of services and financial management.

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.3.1.1	Assets are managed strategically, using whole of life methodology to improve delivery of services and financial management.	DOTS & AO	x	x	x	x

Activity 1.3.2 – Review and update Integrated Water Cycle Management Plan (IWCM) in accordance with applicable regulatory best practice guidelines.

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.3.2.1	Review and update Integrated Water Cycle Management Plan (IWCM) in accordance with applicable regulatory best practice guidelines.	GM & DOTS	x	x	x	x

Activity 1.3.3 – Review and update strategic business plan in accordance with applicable regulatory best practice guidelines.

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.3.3.1	Engage specialist consultant to assist with the review and update of the strategic business plan (SBP) in accordance with applicable regulatory best practice guidelines.	GM		x	x	x

**KEY RESULT AREA – 1.4 MITIGATE ENVIRONMENTAL IMPACTS OF SERVICE DELIVERY**

Activity 1.4.1 – Develop and implement a catchment management plan for Lake Rowlands.

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.4.1.1	Develop and implement Lake Rowlands catchment management plan.	DOTS & WQM	x	x	x	

Activity 1.4.2 – Review and update Renewable Energy Action Plan (REAP) including solar and battery optimisation projects.

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.4.2.1	Review and update Renewable Energy Action Plan (REAP) including solar and battery optimisation projects.	DOTS	x			

Activity 1.4.3 – Continue to review operational processes with the objective of further mitigating environmental impacts.

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.4.3.1	Investigate opportunities to utilise electronic fleet vehicles and battery operated small plant where practicable and economically viable.	DOTS, WNM & WQM		x		

### KEY RESULT AREA – 1.5 EFFICIENT USE OF WATER

Activity 1.5.1 – Provide customers with regular and current information regarding how to use water wisely.

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.5.1.1	Provide customers with regular and current information regarding how to use water wisely via website, social media and newsletters.	GM, DOTS & GESO	x	x	x	x

Activity 1.5.2 – Develop and promote a source to tap educational program for schools in the water supply area.

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
1.5.2.1	Engage a specialist consultant to assist in the development and promotion of a source to tap educational program for schools in the water supply area.	GM, DOTS, DFCS & GESO	x	x	x	x

## STRATEGIC PRIORITY 2

### AN EFFICIENT, SUSTAINABLE AND CUSTOMER FOCUSED ORGANISATION

KEY RESULT AREA – 2.1 QUALITY CUSTOMER SERVICE						
Activity 2.1.1 – Review and update community/stakeholder engagement strategy.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.1.1.1	Review and update community/stakeholder engagement strategy.	GESO		x		
Activity 2.1.2 – Undertake customer satisfaction survey.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.1.2.1	Engage specialist consultant to undertake a customer satisfaction survey.	GM & GESO	x			
2.1.2.2	Develop an action plan for improvement based on customer feedback.	GM & GESO		x		
Activity 2.1.3 – Review and update levels of service and report on performance.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.1.3.1	Review and update levels of service for operations and customer service.	GM, DOTS & DFCS	x			
2.1.3.2	Report on performance against levels of service.	GM, DOTS & DFCS		x	x	x
Activity 2.1.4 – Provide regular updates to stakeholders and customers regarding projects and works.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.1.4.1	Provide regular updates to stakeholders and customers regarding projects and works via the website, social media and newsletters.	GM & DOTS	x	x	x	x



KEY RESULT AREA – 2.2 SOUND FINANCIAL MANAGEMENT

Activity 2.2.1 – Review and update long term financial plan (LTFP).

	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.2.1.1	Review and update long term financial plan (LTFP) on an annual basis.	DFCS				x
2.2.1.2	Complete Quarterly Budget Review Statements and report to Council.	DFCS	x	x	x	x
2.2.1.2	Prepare Annual Financial Statements for audit.	DFCS	x	x		
2.2.1.3	Report outcomes of Annual Financial Statements audit to the Office of Local Government, Council and Audit Risk & Improvement Committee (ARIC).	DFCS		x	x	
2.2.1.4	Prepare for Interim Financial Audit.	DFCS				x

Activity 2.2.2 – Review schedule of fees and charges as part of the annual operational plan development for endorsement and adoption by council.

	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.2.2.1	Review schedule of fees and charges to ensure ongoing financial sustainability.	DFCS			x	x
2.2.2.2	Present updated schedule of fees and charges to Council for endorsement and adoption.	DFCS				x

Activity 2.2.3 – Collaborate with constituent councils in the review and update of the Development Servicing Plan (DSP) in accordance with applicable guidelines.

	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.2.3.1	Engage a specialist consultant to facilitate a workshop with constituent councils to review and update the DSP in accordance with applicable guidelines. <b>Note: To be undertaken in FY25/26.</b>	GM				

Activity 2.2.4 – Explore additional revenue stream opportunities.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.2.4.1	Explore additional revenue stream opportunities (i.e. feasibility of becoming an energy supplier, sale of non-potable water for construction projects, etc).	GM, DOTS & DFCS	x	x	x	x
Activity 2.2.5 – Secure grant funding where available to support the delivery and development of services and infrastructure.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.2.5.1	Apply for grant funding where available to support the delivery and development of services and infrastructure.	GM, DOTS & DFCS	x	x	x	x
KEY RESULT AREA – 2.3 CONTINUOUS IMPROVEMENT WHILST MANAGING RISK						
Activity 2.3.1 – Manage the risk management framework including the risk register.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.3.1.1	Regularly review and update the risk register and present to the Audit Risk & Improvement Committee (ARIC).	DFCS	x	x	x	x
Activity 2.3.2 – Review and update Business Continuity Plan (BCP).						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.3.2.1	Review and update Business Continuity Plan (BCP). <b>Note: To be undertaken in FY23/24 &amp; FY25/26.</b>	DFCS		x	x	
Activity 2.3.3 – Review and update internal audit plan in consultation with the Audit Risk & Improvement Committee (ARIC).						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
2.3.3.1	Review and update internal audit plan in consultation with the Audit Risk and Improvement Committee (ARIC).	DFCS				x

**Activity 2.3.4 – Review and update CTW’s Work, Health & Safety (WHS) policy and procedures in accordance with WHS legislation.**

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
2.3.4.1	Review and update CTW’s Work, Health & Safety (WHS) policy and procedures in accordance with WHS legislation.	DOTS		x		x

**KEY RESULT AREA – 2.4 A CAPABLE AND MOTIVATED WORKFORCE**
**Activity 2.4.1 – Review, update and implement CTW’s Workforce Management Strategy.**

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
2.4.1.1	Review, update and implement CTW’s Workforce Management Strategy. <b>Note: To be undertaken in FY23/24 &amp; FY25/26.</b>	GM, DFCS & DOTS	x	x		

**Activity 2.4.2 – Provide staff with professional development opportunities to meet future needs.**

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
2.4.2.1	Encourage staff during staff meetings and performance reviews to undertake professional development and networking opportunities to meet future needs.	GM, DFCS & DOTS	x	x	x	x

**Activity 2.4.3 – Develop capability and innovate with technological advances in the field.**

	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
2.4.3.1	Develop capability and innovate with technological advances in the field (i.e. smart metering, intramaps, etc).	DOTS	x	x	x	x

## STRATEGIC PRIORITY 3

### REGIONAL LEADERSHIP AND COLLABORATION

KEY RESULT AREA – 3.1 REGIONAL COLLABORATION AND PARTNERSHIPS						
Activity 3.1.1 – Work closely with Central NSW Joint Organisation (CNSWJO) including the Water Utilities Alliance (CWUA) for the continued delivery of safe and secure quality drinking water for the region.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
3.1.1.1	Attend, participate and contribute to CNSWJO and CWUA meetings for the continued delivery of safe and secure quality drinking water for the region.	GM, DOTS & DFCS	x	x	x	x
Activity 3.1.2 – Participate in CNSWJO opportunities for relevant joint procurement activities, knowledge and resource sharing, and advocacy for strategic regional priorities.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
3.1.2.1	Participate in CNSWJO opportunities for relevant joint procurement activities, knowledge and resource sharing, and advocacy for strategic regional priorities.	GM, DFCS & DOTS	x	x	x	x
Activity 3.1.3 – Collaborate with and support constituent councils to attract residential, commercial and industrial growth to the region.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
3.1.3.1	Collaborate with and support constituent councils to attract residential, commercial and industrial growth to the region.	GM & DOTS	x	x	x	x
Activity 3.1.4 – Consider further regional water security pipeline linkages to form a Central-West water grid.						
	TASK	RESPONSIBLE OFFICER(S)	Q1	Q2	Q3	Q4
3.1.4.1	Continued collaboration with Parkes Shire Council, Forbes Shire Council and DPE Water for the Centroc Water Grid Pipeline project.	GM & DOTS	x	x	x	x

3.1.4.2	Continued collaboration with Cabonne Council, Orange City Council and DPE Water for the development and completion of the Sub-Regional Town Water Strategy.	GM & DOTS	x	x	x	x
Activity 3.1.5 – Reach agreement with all other relevant water utilities on the governance, management and operation of regional water assets across LGA boundaries.						
	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
3.1.5.1	Reach agreement with all other relevant water utilities on the governance, management and operation of regional water assets across LGA boundaries.	GM & DOTS	x	x	x	x
Activity 3.1.6 – Continue to be a key delivery partner of the Belubula Water Security Project (BWSP) with Water Infrastructure NSW and WaterNSW.						
	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
3.1.6.1	Continue to represent CTW at all Belubula Water Security Project (BWSP) steering and working group meetings.	GM & DOTS	x	x	x	x
3.1.6.2	Continue to advocate for BWSP construction for increased regional water security.	GM & DOTS	x	x	x	x
<b>KEY RESULT AREA – 3.2 REGIONAL LEADERSHIP IN THE WATER SECTOR</b>						
Activity 3.2.1 – Explore opportunities to influence water industry policy and direction through participation in industry groups and bodies.						
	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
3.2.1.1	Continue to explore opportunities to influence water industry policy and direction through participation in industry groups and bodies.	GM	x	x	x	x
Activity 3.2.2 – Continue to collaborate and build upon the strong relationship with the other water county councils and advocate collectively on water industry issues.						
	<b>TASK</b>	<b>RESPONSIBLE OFFICER(S)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
3.2.2.1	Continue to regularly meet and correspond with other water county councils regarding water industry and governance issues.	GM	x	x	x	x

# Operational Plan Part 2

## Financials

Annual Budget including Fees & Charges

## STATEMENT OF REVENUE POLICY

Council is conscious of the needs of its consumers which require a reliable and high quality water supply that complies with the Australian Drinking Water Guidelines. Council is also aware of ensuring that its pricing policies must permit the renewal and upgrading of its water network infrastructure so that current service levels can be maintained into the future.

The following principles are applied in the Revenue Policy:

1. Full cost recovery inclusive of both direct and indirect costs.
2. Seeking to achieve an operating surplus before capital amounts each financial year.
3. Ability to fund the Capital Program to maintain service levels by renewing ageing infrastructure.
4. Infrastructure is upgraded where is required to maintain service to standards of service for users needs
5. Statutory charges are applied in accord with legislative requirements.
6. Capacity to service any borrowing requirements.
7. Price changes are communicated to consumers on a timely basis.

Council applies the principles of the Regulatory Assurance Framework (RAF) developed by the Department of Climate Change , Environment , Energy and Water when it comes to determining its fees and charges.

In summary, the following pricing regime exists for Central Tablelands Water:

1. A two part pricing policy of an availability (access) charge, determined on the diameter of the meter, and a straight line consumption charge.
2. There are no non-residential cross subsidies.
3. Water accounts are rendered quarterly so that users have a timely record of consumption and costs.
4. Development Service Charges are set in accord with methodology set down in accord with the Development Servicing Plan

Council has reviewed its Revenue Policy for 2024/25 with the main features being:

1. An increase in the consumption charge of 3.13% from \$3.84 to \$3.96 per kilolitre (kl) to assist with funding the large water supply network.
2. Availability charges will increase by 7.35% and applied in accordance with the Flow Capacity Factors outlined below. (meter size of service connection, determines the load that a service can put upon the network)
3. Bulk Supply Water charges to other Councils will rise to \$2.38 per kl.

4. Development contributions have been set in accordance the 2021 Development Servicing Plan (DSP). (as per the movement in the Sydney CPI)
5. Legal Expenses incurred for debt recovery purposes now includes all associated costs including early stage and late stage intervention in accordance with Council's Water Charges Debt Recovery Policy.
6. Section 603 Certificate fees have been set at the approved of \$100 in accord with the advice from the Office of Local Government.
7. Special Reading Fees have been set at \$100.
8. The fee at Council's automatic filling stations will be set at \$8.70 per kl.
9. The fee at Council's standpipes will be set at \$10.00 per kl.
10. Service connection fees and private works have been increased by 7% to reflect the cost of providing these services in particular employee wages and materials.
11. The processing fee for customer requested account refunds will be set at \$50.00. This only applies if more than one request is made in each financial year.
12. In accordance with the directive of the Office of Local Government (OLG) interest applied on overdue accounts will be at the rate of 10.5%.
13. The fee for undertaking pressure and flow testing requested by consumers will be \$270.00 to provide for recovery of costs including administration

Availability charges will increase from \$272.00 to \$292.00 pa (\$68.00 to \$73.00 per quarter) for a 20mm service connection. This is an increase of approximately 7.35%. This is aimed to reduce the reliance on water user charges and to reduce revenue volatility due to adverse climatic conditions.

It is notable that unlike some local water utilities Council does not levy an availability charge for unconnected vacant properties as permitted by Section 552 of the Local Government Act. Section 552 permits an availability charge to be levied where an unconnected vacant property is located within 225 metres of a Council trunk main and the property is capable of being supplied water.

The overall impact the water access and user charges have on a consumer that uses the average residential consumption of 140kls per annum is an increase of around 71 cents per week or 4.55%.

Based on a consumption of 300kls per annum the increase overall in water charges in 24/25 is \$1.08 per week. (\$56.00 annually) This increase is necessary to cover the rising costs including but not limited to wages, depreciation and materials.



## AVAILABILITY (ACCESS) CHARGES

The availability charge is calculated by multiplying the charge for a standard 20mm connection by the flow capacity factor (FCF) listed in the Flow Capacity Table below.

<i>FLOW CAPACITY TABLE</i>							
Diameter of Water Service	20mm	25mm	32mm	40mm	50mm	80mm	100mm
Flow Capacity Factor	1.00	1.5625	2.56	4.00	6.25	16.00	25.00

The FCF is a factor based upon relative meter size and measures the load that can be placed on the system by that service size (i.e. large services place greater loads on the system). That is, larger services can place a much larger load on Council's supply network than a smaller service. Based on the formula a 40mm supply can put 4 times more load on the system than a 20mm connection, therefore the availability charge is 4 times that of a 20mm service. The larger the load that can be placed on the system the larger the charge.

A concessional fee applies to Fire Services with the access charge capped at the 20mm supply rate unless the service is used for purposes other than fire prevention and control.

## DEVELOPER CHARGES

The 2021 Development Servicing Plan details how the calculated developer charge per Equivalent Tenement (ET) is levied on all new developments, or additions/changes to existing developments, supplied from the Lake Rowlands Supply area.

### **THE SECTION 64 DEVELOPER CHARGE FOR 2024/2025 IS SET AT \$7,179 PER ET**

An ET is calculated in accordance with the Section 64 Determination of Equivalent Tenement (ET) Guidelines, published by the NSW Water Directorate. It is important to note that blocks exceeding 2,000m<sup>2</sup> in size are considered in the guidelines to exceed 1 ET.

The Developer Charges for the Lake Rowlands supply area have been increased by 4.1% being the CPI for Sydney for the past year (movement Dec 22 to Dec 23 - ABS 6401). The fee will be set

at \$7,179 per equivalent tenement. The capital contribution charge (for infill developments) in the Lake Rowlands supply area has also been set at \$7,179 per equivalent tenement.

The capital contribution charge for all vacant unbuilt upon land within the Quandialla supply area is proposed to be \$3,590 per ET. Funds raised by this charge will be set aside for renewal and augmentation (if required) of the Quandialla Scheme network infrastructure.

## ESTIMATED INCOME AND EXPENDITURE

Detailed estimates of Council's income and Expenditure for 2024/2025 are in the attached Appendix.

## REVENUE POLICY INCLUDING FEES AND CHARGES

Council's Revenue Policy is included in the attached Appendix.

## LOAN BORROWINGS

Council does not plan to undertake any loan borrowings in the 2024/25 Financial Year.

## ORGANISATIONAL STRUCTURE

### Council

Cr Andrew Rawson

Cr Michelle Cook

Cr Paul Best

Cr Allan Ewin

Cr David Somerville

Cr Marlene Nash

### Chairperson

Cr Andrew Rawson

### General Manager

Gavin Rhodes

Director Operations &

Technical Services

Noel Wellham

Director Finance &

Corporate Services

Peter McFarlane

Council has 3 constituent Councils being the shires of Weddin, Blayney and Cabonne. These shires incorporate Council's supply region, however, bulk water is also supplied to Cowra Shire Council.

# APPENDICES

## Appendix 1: Central Tablelands Water Revenue Policy Fees & Charges 2024/2025

**Appendix 1**  
**Fees and Charges 2024/2025**

Type	Description	GST	Pricing Principle	Amount \$
Water Charges (Per Kilolitre)	Residential/Rural	N	User Charge	\$3.96
	Non-Residential	N	User Charge	\$3.96
	Industrial	N	User Charge	\$3.96
	Non Potable Water	N	User Charge	\$3.17
	Temporary Access Standpipe	N	User Charge	\$5.90
	Automatic Filling Stations	N	User Charge	\$8.70
	Standpipe Sales	N	User Charge	\$10.00
Bulk Water Charges (Per Kilolitre)	Cowra Shire	N	User Charge	\$2.38
	Other Councils	N	User Charge	\$2.38
Availability Charges (Per Annum)	20mm	N	User Charge	\$292.00
	25mm	N	User Charge	\$457.00
	32mm	N	User Charge	\$748.00
	40mm	N	User Charge	\$1,168.00
	50mm	N	User Charge	\$1,825.00
	80mm	N	User Charge	\$4,672.00
	100mm	N	User Charge	\$7,300.00
Fire Service (restricted to fire use only)		N	User Charge	\$292.00
Unconnected Built Upon Properties		N	User Charge	\$146.00
Meter Test Fees	20mm and 25mm (other sizes on application)	N	At Cost	\$115.00
Reconnection Fees	Non Payment (less than 3 months)	N	User Charge	\$220.00
Non Payment (after 3 months)		N	User Charge	\$410.00
Other Reconnection		N	User Charge	\$410.00
Other Fees	Attend to Disconnect/Restrict (for non payment of account)	N	User Charge	\$130.00
	Special Reading Fee	N	User Charge	\$100.00
Developer Charges - Lake Rowlands*	Per equivalent tenement (ET). Block sizes exceeding 2000m2 will incur an additional charge in excess of 1 ET. Seek quote on application.	N	At Cost	\$7,179.00
Capital Contribution Charges - Lake Rowlands*	Per Equivalent tenement. Block sizes exceeding 2000m2 are greater than 1 ET. Seek quote on application.	N	At Cost	\$7,179.00
Developer Charge - Quandialla *	Quandialla Scheme Supply Area – per ET. Block sizes exceeding 2000m2 are greater than 1 ET. Seek quote on application.	N	At Cost	\$3,590.00
Service Connection - 20mm only	4 metres (footpath)	N	User Charge	1,740.00
	10 metres (dirt/gravel)	N	User Charge	1,907.00
	10 metres (bitumen)	N	User Charge	2,939.00
	20 metres (dirt/gravel)	N	User Charge	2,562.00
	20 metres (bitumen)	N	User Charge	4,159.00
	20 metres (bitumen & concrete footpath)	N	User Charge	4,695.00
	Rural connection	N	User Charge	2,735.00
Mains Extensions Connections 25mm, 32mm & above	Price on Application	N	User Charge	POA
	Price on Application	N	User Charge	POA
Private Works - Other	Labour rate per hour (during working hours) (Overtime rates apply outside working hours)	Y	User Charge	100.00
	Utility hire rate per kilometre	Y	User Charge	1.35
	Excavator hire rate per hour	Y	User Charge	170.00
	Pressure/Flow Testing	N	User Charge	270.00
	Contract Plant Hire	Y	User Charge	At cost
Administrative Fees	Section 603 Certificate (per property)	N	Statutory	\$100.00
	Dishonoured cheque	Y	At Cost	\$50.00
	Dishonoured Direct Debit	Y	At Cost	\$50.00
	Photocopying B & W (A4) per copy	Y	At Cost	\$0.60
	Photocopying Colour (A4) per copy	Y	At Cost	\$1.20
	Photocopying B & W (A3) per copy	Y	At Cost	\$1.00
	Photocopying Colour (A3) per copy	Y	At Cost	\$2.00
	Copy of Accounts - Per account over 1 account. (single account only no charge)	Y	At Cost	\$4.00
	Search Fees - per hour	Y	User Charge	\$80.00
	Processing Fee - Account refund request - per refund if more than 1 annually.	Y	At Cost	\$50.00
	Interest - overdue accounts	N	Statutory	10.5%
	Debt Collection Costs on overdue accounts - including early and late stage interevent and service fees	Y and N	At Cost	Actual Cost
	Government Information Public Access (GIPA Act)	Formal Application	N	Statutory
Processing Charge (Per hour)		N	Statutory	30.00
Internal Review Processing Fee		N	Statutory	40.00

# Appendix 2: Central Tablelands Water Annual Budget 2024/25

**Appendix 2 - Central Tablelands Water Annual Budget 2024/25**

**CENTRAL TABLELANDS WATER**  
**2024/25 BUDGET SUMMARY - OPERATING AND CASH RESULT**

**OPERATING STATEMENT**

	Original Budget 2023/24	Revised Budget 2023/24	Original Budget 2024/25
<b><u>Operating Revenue</u></b>			
Availability Charges	2,175,110	1,820,110	1,980,353
User Charges and Fees	5,872,441	5,488,441	6,655,593
Interest and Investment Revenues	276,750	376,750	385,000
Other Revenues	150,992	150,992	136,311
Capital Grants and Contributions	443,740	2,825,389	374,290
Operational Grants and Contributions	40,000	-	
Gains on Disposal of Assets	60,000	60,000	40,000
	<b>9,019,033</b>	<b>10,721,682</b>	<b>9,571,547</b>
<b><u>Operating Expenses</u></b>			
Employee Costs	2,869,500	2,862,500	3,086,012
Materials & Contracts	2,919,375	2,975,375	3,243,216
Other Expenses	14,500	14,500	20,000
Depreciation and Amortisation	2,725,700	2,725,700	2,998,000
	<b>8,529,075</b>	<b>8,578,075</b>	<b>9,347,228</b>
<b><u>Estimated Net Operating Result for the Year</u></b>			
	<b>489,958</b>	<b>2,143,607</b>	<b>224,319</b>
<b><u>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</u></b>			
	<b>46,218</b>	<b>(681,782)</b>	<b>(149,971)</b>
<b><u>Add Expenses not Involving Flow of Funds</u></b>			
Depreciation, Amortisation & Impairment	2,725,700	2,725,700	2,998,000
<b><u>Less Non-Operating Expenditure</u></b>			
Acquisition of Assets	(2,083,460)	(7,547,383)	(2,482,006)
Transfer to Restrictions - Plant	(310,000)	(310,000)	(261,032)
Transfer to Restrictions - Renewal	(1,800,000)	(1,750,000)	(2,000,000)
Transfer to Restrictions - ELE	(90,000)	(90,000)	(90,000)
Transfer to Restrictions - Consultancy	(60,000)	(60,000)	(40,000)
<b>Transfer to Reserves - Budget (Surplus)/Deficit</b>	<b>(718,601)</b>	<b>(340,601)</b>	<b>(838,855)</b>
<b>Subtotal Non Operating Expenditure</b>	<b>(5,062,061)</b>	<b>(10,097,984)</b>	<b>(5,711,893)</b>
<b><u>Add Non-Operating Revenue</u></b>			
Carrying amount of Assets Sold	232,412	232,412	221,032
Transfer from Restrictions - Plant	194,941	194,941	300,000
Transfer from Restrictions - ELE Provision	30,000	30,000	30,000
Transfer from Restrictions - Consultancy	-		120,000
Transfer from Restrictions -Infrastructure	1,389,050	4,750,924	1,818,542
Transfer from Development Assistance - Capital		20,400	-
Transfer from External Restriction.	-		-
<b>Subtotal Non Operating Revenue</b>	<b>1,846,403</b>	<b>5,228,677</b>	<b>2,489,574</b>
<b><u>Estimated Cash Budget Result -Balanced Budget</u></b>			
	<b>-</b>	<b>-</b>	<b>-</b>



# CENTRAL TABLELANDS WATER

## 2024/25 BUDGET SUMMARY

### NON-OPERATING (CAPITAL) INCOME & EXPENDITURE

		Original Budget 2023/24	Revised Budget 2023/24	Original Budget 2024/25
<b>Acquisition and Renewal of Assets</b>		<b>2,083,460</b>	7,135,483	<b>2,482,006</b>
<b>Funding</b>				
Plant	Vehicle Replacements	504,410	604,410	522,064
Plant	Other Plant and Equipment	30,000	30,000	31,050
Reserves	Office Equipment	31,050	31,050	52,137
Reserves	Pump Station Renewals	53,000	116,468	54,855
Reserves	Town/Village Restriction Signage	80,000	80,000	
Reserves	Reticulation Rural Scheme		-	
Reserves	Blayney Office - Outdoor Refurbishment	10,000	27,873	20,350
Reserves	Blayney Office - Indoor Refurbishment		35,699	
Reserves	Telemetry Upgrades	25,000	59,099	50,000
Reserves	Depot Refurbishments	60,000	177,560	200,000
Reserves	Crown Land Acquisition			50,000
Contributions	Reticulation Mains Extensions - New Connection	40,000	90,000	41,400
Reserves	Trunk Main U - 7 Km Renewal	320,000		500,000
Reserves	Reticulation Mains Renewals	150,000	738,007	80,000
Reserves	Trunk Main U & C - Creek Crossing			250,000
Reserves and Grant	Western Artery Trunk Main Design	300,000	300,000	-
Reserves	Carcoar WTP - Seal Internal Access Rd	120,000	120,000	
Reserves	Reservoir Resealing and Coating Program			250,000
Reserves	Bangaroo Pump Station Refurbishment		80,000	
Reserves	Eugowra Pump Station	120,000		
Reserves	Gooloogong Bore - Renew Switchboard		170,000	
Contributions	TM I Relocation		19,000	
Reserves	Renewal Energy Infrastructure	150,000	363,602	
Reserves	Carcoar Town Reservoir Refurbishment		137,738	
Reserves	Cargo Pump Station Renewal		144,896	
Reserves	Canomodine Pump Station		28,586	
Reserves	Quandialla Pump Station Renewal		50,000	
Reserves	Carcoar PLC Upgrade			70,000
Reserves	Carcaor Town Reservoir - Internal Coating			42,000
Reserves	Carcoar Town Pump Station Relocation			25,000
Reserves	Manildra Bridge Main Renewal		64,000	
Reserves	Carcoar Plant 12 ML Reservoir		3,371,015	
Grant	Woodstock Pump Station		25,000	
Reserves	New Metering - Gooloogong Bore		8,370	
Reserves	New Metering -Lake Rowlands		11,988	
Reserves	New Metering -Quandialla Bore		2,622	
Reserves	Outflow Metering - 19 Reservoirs		50,000	50,000
Reserves	Blayney Treatment Plant Renewals	30,000	30,000	31,050
Reserves and Grant	DPE Water Loss Management Initiatives		108,500	
Reserves	Carcoar WFP Fluoride Plant			100,000
Reserves	Carcoar Water Filtration Plant Renewals	60,000	60,000	62,100
<b>Repayment of Loan</b>		-	-	-
<b>Transfers to Restrictions</b>		<b>2,711,136</b>	<b>2,256,136</b>	<b>3,189,887</b>
	Employees Leave Restriction	80,000	80,000	90,000
	Renewal & Infrastructure Restriction	1,500,000	1,500,000	2,000,000
	Plant & Equipment Reserve	300,000	300,000	261,032
	Consultancy Reserve	50,000	60,000	40,000
	Transfer to Reserves - Budget Cash Surplus	781,136	316,136	798,855
<b>Funding Summary</b>				
	Plant Sales/Plant Reserve	504,410	487,353	522,064
	Infrastructure Restriction	1,389,050	3,693,684	1,818,542
	Capital Grants	150,000	3,376,044	100,000
	Capital Contributions	40,000	120,000	41,400
		<b>2,083,460</b>	<b>7,677,081</b>	<b>2,482,006</b>

# CENTRAL TABLELANDS WATER

## 2024/25 BUDGET SUMMARY

### ESTIMATED MOVEMENTS IN CASH RESTRICTIONS

	Original Budget 2023/24	Revised Budget 2023/24	Original Budget 2024/25
<b><u>Renewals (Infrastructure Restriction) Restriction</u></b>			
Balance at beginning of year	4,271,200	7,464,781	6,983,733
Transfer from Reserve for Capital Works	(1,389,050)	(2,571,649)	(1,389,050)
	2,882,150	4,893,132	5,594,683
Transfer to Reserve for Capital Works	1,800,000	1,750,000	2,000,000
	4,682,150	6,643,132	7,594,683
Transfer to/from Reserve re Surplus/(Deficit)	718,601	340,601	838,855
<b>Estimated Balance at end of year</b>	<b>5,400,751</b>	<b>6,983,733</b>	<b>8,433,538</b>
<b><u>Plant &amp; Equipment Restriction</u></b>			
Balance at beginning of year	775,521	670,462	770,462
Transfer from Reserve	(201,764)	-	(261,032)
	573,757	670,462	509,430
Transfer to Reserve	310,000	100,000	261,032
<b>Estimated Balance at end of year</b>	<b>883,757</b>	<b>770,462</b>	<b>770,462</b>
<b><u>Development Assistance Restriction</u></b>			
Balance at beginning of year	481,789	481,789	461,389
Transfer from Reserve	-	(20,400)	-
	481,789	461,389	461,389
Transfer to Reserve	-	-	-
<b>Estimated Balance at end of year</b>	<b>481,789</b>	<b>461,389</b>	<b>461,389</b>
<b><u>Employee Leave Entitlements Restriction</u></b>			
Balance at beginning of year	558,000	598,000	658,000
Transfer from Reserve	(30,000)	(30,000)	(30,000)
	528,000	568,000	628,000
Transfer to Reserve	90,000	90,000	90,000
<b>Estimated Balance at end of year</b>	<b>618,000</b>	<b>658,000</b>	<b>718,000</b>
<b><u>Consultancy Restriction</u></b>			
Balance at beginning of year	140,000	140,000	200,000
Transfer from Reserve	-	-	(120,000)
	140,000	140,000	80,000
Transfer to Reserve	50,000	60,000	40,000
<b>Estimated Balance at end of year</b>	<b>190,000</b>	<b>200,000</b>	<b>120,000</b>
<b><u>Total Internal Restrictions</u></b>			
Balance at beginning of year	6,226,510	9,355,032	9,073,584
Transfers from Restrictions	(1,620,814)	(2,622,049)	(1,800,082)
	4,605,696	6,732,983	7,273,502
Transfer to Restrictions	2,968,601	2,340,601	3,229,887
<b>Estimated Balance at end of year</b>	<b>7,574,297</b>	<b>9,073,584</b>	<b>10,503,389</b>
<b><u>Total External Restrictions</u></b>			
<b><u>Unexpended Contributions</u></b>			
Balance at beginning of year	-	12,400	12,400
Transfer from Reserve	-	(12,400)	-
	-	-	12,400
Transfer to Reserve	-	-	-
<b>Estimated Balance at end of year</b>	<b>-</b>	<b>-</b>	<b>12,400</b>

Note: Opening Balances in the revised budget are as per the Audited Financial Statements at 30 June 2023

# CENTRAL TABLELANDS WATER

## 2024/25 BUDGET SUMMARY

### Budgeted Expenditure from Continuing Operations

	Original Budget 2023/24	Revised Budget 2023/24	Original Budget 2024/25
<b>Budgeted Income from Continuing Operations</b>			
<b>Governance Expenses</b>	266,880	266,880	281,258
<b>Corporate Support Expenses</b>	1,825,011	1,829,011	1,777,706
<b>Technical Services Expenses</b>	640,194	655,194	658,303
<b>Operations Expenses</b>	198,405	198,405	213,388
<b>Plant Running Expenses (Net)</b>	83,475	113,475	70,075
<b>Water Supplies - Operating Expenditure</b>			
Private Works & Installations	89,200	89,200	86,401
Meter Reading	231,750	231,750	262,300
Pump Stations	509,275	509,275	493,159
Reservoirs	178,500	178,500	488,870
Filtration Plant Expenses	844,380	844,380	871,430
Reticulation Mains Expenses	452,500	452,500	628,100
Trunk Mains Expenses	219,200	219,200	240,300
Catchment Areas	79,455	79,455	91,800
Telemetry Expenses	86,140	86,140	80,652
Depots	139,650	139,650	146,000
System Checks	142,630	142,630	124,149
Water Analysis	106,180	106,180	100,367
Automatic Filling Stations	9,250	9,250	7,070
Water Purchases	30,000	30,000	33,000
Water Infrastructure Depreciation Expense	2,397,000	2,397,000	2,693,000
<b>Sub Total Water Supplies Operating Expense</b>	<b>5,515,110</b>	<b>5,515,110</b>	<b>6,346,598</b>
<b>Total Expenses from Continuing Operations</b>	<b>8,529,075</b>	<b>8,578,075</b>	<b>9,347,328</b>

# CENTRAL TABLELANDS WATER

## 2024/2025 BUDGET SUMMARY

### Budgeted Income from Continuing Operations

	Original Budget 2023/24	Revised Budget 2023/24	Original Budget 2024/25
<b>Budgeted Income from Continuing Operations</b>			
<b>Availability (Access) Charges</b> Water access charges - Includes Pension Subsidy received	2,175,110	1,820,110	1,980,353
<b>User Charges &amp; Fees</b> Water sales and other fees and charges including new connections.	5,872,441	5,488,441	6,655,593
<b>Other Revenue</b> Sundry income . lease fees, , rebates and sundries etc	150,992	150,992	136,311
<b>Interest &amp; Investment Revenue</b> Interest on Investments and Overdue Accounts	276,750	376,750	385,000
<b>Grants - Contributions Provided for Operating Purposes</b> Grants - Contributions Provided for Operating Works	40,000	-	-
<b>Contributions Provided for Capital Purposes</b> Development Contributions and Mains Extensions	293,740	323,740	274,290
<b>Grants Provided for Capital Purposes</b>	150,000	2,501,649	100,000
<b>Net Gains from the disposal of assets</b> Profit/Loss on sale of equipment (plant and vehicles)	60,000	60,000	40,000
<b>Total Income from Continuing Operations</b>	<b>9,019,033</b>	<b>10,721,682</b>	<b>9,571,547</b>



# Central Tablelands Water

30 Church St Blayney NSW 2799

PO Box 61 Blayney NSW 2799

(02) 6391 7200

[water@ctw.nsw.gov.au](mailto:water@ctw.nsw.gov.au)

[www.ctw.nsw.gov.au](http://www.ctw.nsw.gov.au)