



21st June 2018

NOTICE OF MEETING OF THE COUNCIL

The meeting of the Council will be held at

RIVERINA WATER COUNTY COUNCIL CHAMBERS,
91 HAMMOND AVENUE, WAGGA WAGGA

on

WEDNESDAY, 27th JUNE 2018 at 9.30 am

and your attendance is requested.

11.00 am A TOUR OF THE NEW WATER TREATMENT PLANT – Please wear appropriate clothing – closed in shoes, long sleeves, safety vest.

12 noon A LIGHT LUNCH

Yours sincerely

A handwritten signature in black ink, appearing to read 'A Crakanthorp', is written over a light blue rectangular background.

Andrew Crakanthorp
GENERAL MANAGER



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GENERAL MANAGER'S REPORT TO THE COUNCIL

27th June 2018

The Chairperson and Councillors:

1. FINANCIAL STATEMENTS – LIST OF INVESTMENTS

RECOMMENDED that the report detailing Council's external investments for the months of April and May 2018 be received.

In accordance with the provisions of Clause 19(3) of the Local Government (Financial Management) Regulation 1993, I report details of the Council's external investments as at 30 April 2018 and 31 May 2018 as follows:

- *Investment Report – April 2018*
- *Investment Report – May 2018*

Monthly Investment Report as at 30/4/18

a) Council's Investments as at 30/4/18

Investment	Inception Date	Term (Days)	Maturity Date	S&P Rating	Interest Rate (%)	Performance Benchmark	Benchmark Rate (%)	Percentage of Portfolio	Principal Value	Market Value
Term Deposits										
Bank of Queensland	20/03/2018	92	20/06/18	A-2	2.45	BBSW	1.71	10.556%	\$2,500,000.00	\$2,500,000.00
Defence Bank	31/01/2018	90	01/05/18	A-2	2.45	BBSW	1.71	6.334%	\$1,500,000.00	\$1,500,000.00
Defence Bank	11/04/2018	90	10/07/18	A-2	2.60	BBSW	1.71	10.556%	\$2,500,000.00	\$2,500,000.00
National Australia Bank	11/04/2018	90	10/07/18	A-1+	2.55	BBSW	1.71	6.334%	\$1,500,000.00	\$1,500,000.00
Beyond Bank	7/03/2018	98	13/06/18	A-2	2.40	BBSW	1.71	6.334%	\$1,500,000.00	\$1,500,000.00
Bank of Queensland	14/03/2018	92	14/06/18	A-2	2.40	BBSW	1.71	4.222%	\$1,000,000.00	\$1,000,000.00
National Australia Bank	10/01/2018	117	07/05/18	A-1+	2.45	BBSW	1.70	4.222%	\$1,000,000.00	\$1,000,000.00
National Australia Bank	20/03/2018	92	20/06/18	A-1+	2.53	BBSW	1.71	14.778%	\$3,500,000.00	\$3,500,000.00
National Australia Bank	10/04/2018	90	09/07/18	A-1+	2.55	BBSW	1.71	8.445%	\$2,000,000.00	\$2,000,000.00
								80.23%	\$19,000,000.00	\$19,000,000.00
Cash Deposit Account										
T Corp				A-1+	2.05	Cash Rate	1.50	9.58%	\$2,268,860.29	\$2,268,860.29
AMP				A-1	1.80	Cash Rate	1.50	10.194%	\$2,414,319.72	\$2,414,319.72
								19.77%	\$4,683,180.01	\$4,683,180.01
TOTAL INVESTMENTS								100.00%	\$23,683,180.01	\$23,683,180.01
Cash at Bank										\$1,062,552.34
TOTAL FUNDS										\$24,745,732.35

b) Application of Investment Funds

Restricted Funds	Description	Value
Externally Restricted	LIRS Loan Funds	\$0.00
		\$0.00
Internally Restricted	Employee Leave Entitlements (30% of ELE)	\$1,158,264.28
	Asset Replacement	\$2,256,535.96
	Loan Funds	\$0.00
	Sales Fluctuation	\$5,000,000.00
		\$8,414,800.24
Unrestricted Funds		\$16,330,932.11
TOTAL FUNDS		\$24,745,732.35

* Externally & Internally Restricted Reserve figures are subject to final adjustment and external audit at 30 June each year.

CERTIFICATE

I hereby certify that all the above investments have been made in accordance with the provision of Section 625 of the Local Government Act 1993 and the regulations thereunder.

M. L. Curran

M Curran

MANAGER CORPORATE SERVICES

Monthly Investment Report as at 31/05/18

a) Council's Investments as at 31/05/18

Investment	Inception Date	Term (Days)	Maturity Date	S&P Rating	Interest Rate (%)	Performance Benchmark	Benchmark Rate (%)	Percentage of Portfolio	Principal Value	Market Value
Term Deposits										
Bank of Queensland	20/03/2018	92	20/06/18	A-2	2.45	BBSW	1.71	10.211%	\$2,500,000.00	\$2,500,000.00
Defence Bank	1/05/2018	90	30/07/18	A-2	2.50	BBSW	1.71	6.127%	\$1,500,000.00	\$1,500,000.00
Defence Bank	11/04/2018	90	10/07/18	A-2	2.60	BBSW	1.71	10.211%	\$2,500,000.00	\$2,500,000.00
National Australia Bank	11/04/2018	90	10/07/18	A-1+	2.55	BBSW	1.71	6.127%	\$1,500,000.00	\$1,500,000.00
Beyond Bank	7/03/2018	98	13/06/18	A-2	2.40	BBSW	1.71	6.127%	\$1,500,000.00	\$1,500,000.00
Bank of Queensland	14/03/2018	92	14/06/18	A-2	2.40	BBSW	1.71	4.084%	\$1,000,000.00	\$1,000,000.00
National Australia Bank	7/05/2018	88	03/08/18	A-1+	2.58	BBSW	1.70	4.084%	\$1,000,000.00	\$1,000,000.00
National Australia Bank	20/03/2018	92	20/06/18	A-1+	2.53	BBSW	1.71	14.296%	\$3,500,000.00	\$3,500,000.00
National Australia Bank	10/04/2018	90	09/07/18	A-1+	2.55	BBSW	1.71	8.169%	\$2,000,000.00	\$2,000,000.00
								77.60%	\$19,000,000.00	\$19,000,000.00
Cash Deposit Account										
T Corp				A-1+	2.05	Cash Rate	1.50	9.27%	\$2,268,860.29	\$2,268,860.29
AMP				A-1	1.80	Cash Rate	1.50	13.129%	\$3,214,319.72	\$3,214,319.72
								22.40%	\$5,483,180.01	\$5,483,180.01
TOTAL INVESTMENTS								100.00%	\$24,483,180.01	\$24,483,180.01
Cash at Bank										\$1,055,680.65
TOTAL FUNDS										\$25,538,860.66

b) Application of Investment Funds

Restricted Funds	Description	Value
Externally Restricted	LIRS Loan Funds	\$0.00
		<u>\$0.00</u>
Internally Restricted	Employee Leave Entitlements (30% of ELE)	\$1,158,264.28
	Asset Replacement	\$2,256,535.96
	Loan Funds	\$0.00
	Sales Fluctuation	\$5,000,000.00
		<u>\$8,414,800.24</u>
Unrestricted Funds		\$17,124,060.42
TOTAL FUNDS		\$25,538,860.66

* Externally & Internally Restricted Reserve figures are subject to final adjustment and external audit at 30 June each year.

CERTIFICATE

I hereby certify that all the above investments have been made in accordance with the provision of Section 625 of the Local Government Act 1993 and the regulations thereunder.



A Crakanthorp
GENERAL MANAGER

2. ADOPTION OF REVISED DELIVERY PROGRAM 2017/2021 AND OPERATIONAL PLAN 2018/2019

RECOMMENDED that the Draft Revised Delivery Program 2017/2021 and Operational Plan 2018/19, as exhibited, following close of public comments, be adopted as Council's Delivery Program 2017/2021 and Operational Plan for 2017/2018, subject to the inclusion of the following projects:-

Mimosa Drive Water Pressure Project:	\$120,000
Stage Two of the Riverina Water Integrated Water Cycle Management Plan:	\$65,000
Increase in budget for the construction of additional standpipes across the council area:	\$75,000

Council placed its Draft Revised Delivery Program 2017/2021 and Draft Operational Plan 2018/2019 on Exhibition on 5 May 2018. Submissions from the public were invited until 11 June 2018. One public submission was received being a request to improve water pressure in Mimosa Drive, Wagga Wagga

Council has received a submission from Eric Armstrong and Leonie Hunter of 80 Mimosa Drive, Wagga Wagga requesting improvements to water pressure in their street. A petition of affected residents (representing 32 properties) was included in the submission. Mimosa Drive reticulation is currently served by the Wagga Wagga high level system which has a TWL of 272m. Adjacent streets Allambie Way, Coogan Street and Waranga Avenue are serviced by the Bellevue system which has a TWL of 309m. Pressure tests were conducted along Mimosa Avenue which revealed that pressures range from 18m to 22m. These levels are within Council's service levels of 12m – 120m. Due to the proximity of the Bellevue system mains, the pressure to Mimosa drive could be increased by connecting the properties to the Bellevue system through a short mains extension. In addition the service lines to each property vary from copper to galvanised steel. All the galvanised steel connections would be replaced with copper pipes as per current practice. System capacity requirements have been modelled and the Bellevue system can accommodate the additional services. Other options were considered including increasing the size of each service line to improve flow, connection to Bellevue system is the most beneficial option. The estimate to construct the extension is \$120,000 and is recommended that this be included in the capital works mains program.

A number of changes are necessary to the Draft Operational Plan, in light of events that have occurred since it was placed on exhibition including the provision of \$65,000 to undertake Stage Two of the review of the Riverina Water Integrated Water Cycle Management Plan. Stage One of the review is currently underway. The IWCM is the key strategic planning document for Council which informs other strategic documents of Council (as outlined in another report in this Business Paper)

In addition, staff are recommending an increase in the operating budget for the installation of additional standpipes across the council area. Council has received a request from WWCC to provide additional water filling stations in rural areas. Besides WWCC, the other constituent councils would benefit from expansion of the water filling station network. This would mean water required for road grading activities would be accessed from shorter distances increasing productivity. Our rural customers would also benefit from shorter journey times to supply water for stock etc. An increase of \$75,000 is recommended.

The inclusion of these three projects reduces the budgeted operating surplus from \$10.061 million to \$9.801 million.

3. MAKING OF RATES AND CHARGES FOR 2018/2019

RECOMMENDED that the rates and charges be made for the 2018/2019 year, as outlined in the adopted Operation Plan 2018/2019.

4. DETERMINATION OF REMUNERATION FEES FOR COUNCILLORS AND CHAIRPERSON 2018/2019

RECOMMENDED that the report be noted.

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)

The Tribunal, in accordance with Section 239 of the Act, must at least each three years, determine appropriate categories of Councils and then allocate each Council to a category.

The Tribunal has made a determination on the above matters for period 1st July 2018 to 30th of June 2019 as follows:

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils – Metropolitan	Principal CBD	26,970	39,540	164,980	217,080
	Major CBD	17,980	33,310	38,200	107,620
	Metropolitan Large	17,980	29,670	38,200	86,440
	Metropolitan Medium	13,480	25,160	28,640	66,860
	Metropolitan Small	8,970	19,790	19,100	43,150
General Purpose Councils – Non-metropolitan	Regional City	17,980	31,260	38,200	97,370
	Regional Strategic Area	17,980	29,670	38,200	86,440
	Regional Rural	8,970	19,790	19,100	43,170
	Rural	8,970	11,860	9,540	25,880
County Councils	Water	1,780	9,890	3,820	16,250
	Other	1,780	5,910	3,820	10,790

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillors/Member (s. 249(2)).

The annual fee is paid in monthly instalments in arrears.

Council at its meeting on the 28 February 2018 resolved, in respect of Councillor fees, that Councillors' and Chairperson's annual fee be set at 100% of the maximum allowable, as determined annually by the Local Government Remuneration Tribunal, pursuant to section 242 of the Local Government Act 1993.

5. REMUNERATION OF INDEPENDENT MEMBERS OF AUDIT AND RISK COMMITTEE

RECOMMENDATION that Council pay remuneration to the two independent members of the Audit and Risk Committee as follows:

1. Chairperson \$453 per meeting
 2. Committee Member \$339 per meeting
-

Council last set meeting fees for the independent members of the Audit and Risk Committee in June 2017.

The Local Remuneration Tribunal has recently determined an increase of 2.5% to mayoral and councillor fees for the 2018/19 year, with effect from 1 July 2018. The same increase is suggested for the independent members of the Audit and Risk Committee.

It is recommended that the fees for the independent members continue to be reviewed annually.

The current independent committee members bring to the Committee a great deal of knowledge and resources to undertake their respective duties and roles.

The meeting times are estimated at one to three hours per meeting as required.

At the present time the Chairperson is paid \$442 per meeting and the Committee Member is paid \$331 per meeting.

It is proposed that there will be five meeting per year of the Audit and Risk Committee.

6. AUDIT AND RISK COMMITTEE MINUTES

RECOMMENDATION that Council receive and note the minutes of the Audit and Risk Committee Meeting held 23rd May 2018 and endorse the recommendations contained therein.

MINUTES of the MEETING of AUDIT & RISK COMMITTEE
held at 91 HAMMOND AVENUE, WAGGA WAGGA,
on WEDNESDAY, 23RD MAY 2018 at 9.30 am

PRESENT:

Mr. David Maxwell (Chairperson)
Clr. Yvonne Braid OAM
Mr. Bryce McNair

IN ATTENDANCE:

General Manager	Mr. Andrew Crakanthorp
Internal Auditor	Mr. Phil Swaffield (CountPlus)
Minute Taker	Kerrie Fawcett

The meeting of the Audit and Risk Committee commenced at 9.30 am.

1. APOLOGIES:

Apologies for non-attendance were moved and accepted for Clr. G. Verdon and Clr. T. Koschel on the motion of Clr. Braid OAM and Mr. McNair.

2. DECLARATIONS OF PECUNIARY INTEREST

Declaration by David Maxwell. Has an insignificant pecuniary interest in that he supplies software, handbooks and training to Councils.

3. CONFIRMATION OF MINUTES – 7th MARCH 2018

Recommendation:

On the motion of Mr. McNair and Clr. Braid OAM that the minutes of the proceedings of the Audit and Risk Committee meeting held 7th March 2018 be confirmed as true and accurate records.

CARRIED

4. AUDIT & RISK COMMITTEE ACTIONS REGISTER

Recommendation:

On the motion of Clr. Braid OAM and Mr. McNair that the Audit & Risk Committee receive and note the report.

CARRIED

5. INTERNAL AUDIT PROGRESS REPORT

Recommendation:

On the motion of Mr. McNair and Clr. Braid OAM that the Audit & Risk Committee receive and note the report.

On the motion of Mr McNair and Clr. Braid OAM that the 2018/19 internal audit program comprise the three areas discussed during the meeting.

Further, that the engagement plan for each of the three audits referenced above be circulated to the members of the Audit and Risk Committee for review prior to the audit commencing.

CARRIED

6. LEAD ORGANISATIONAL CRITICAL ISSUES

Recommendation:

On the motion of Clr. Braid OAM and Mr. McNair that the Audit & Risk Committee receive and note the report.

CARRIED

7. REVIEW OF RISK MANAGEMENT POLICY 1.13

Recommendation:

On the motion of Mr. McNair and Clr. Braid OAM that the Draft Risk Management Policy be received and noted with the proposed changes and further consideration given to the draft policy at the next meeting.

CARRIED

8. RECRUITMENT OF PRINCIPAL ACCOUNTING OFFICER (MANAGER CORPORATE SERVICES)

Recommendation:

On the motion of Clr. Braid OAM and Mr. McNair that the General Manager's report regarding recruitment processes for the Manager Corporate Services be received and noted and that the Committee acknowledge and thank Michele Curran for her professionalism and dedication to the role for past seven and half years.

CARRIED

9. STATUS OF RECOMMENDATIONS OF PREVIOUS AUDITS

Recommendation:

On the motion of Mr. McNair and Clr. Braid OAM that the Audit & Risk Committee receive and note the report.

CARRIED

10. ANNUAL RESIDENTS SURVEY

Recommendation:

On the motion of Clr. Braid OAM and Mr. McNair that the General Manager's report into the 2018 Riverina Water County Council residents survey be received and noted.

CARRIED

11. GENERAL MANAGER'S UPDATE ON CURRENT LITIGATION MATTERS (VERBAL REPORT ONLY)

Recommendation:

On the motion of Mr. McNair and Clr. Braid OAM that the General Manager's verbal update be received and noted.

CARRIED

12. REPORT ON ATTENDANCE AT AUDITOR-GENERAL'S BRIEFING

Recommendation:

On the motion of Mr. McNair and Clr. Braid that the audit & Risk Committee receive and note the report.

13. GENERAL BUSINESS

REVIEW OF AUDIT & RISK COMMITTEE PERFORMANCE

Recommendation:

On the motion of Mr. Maxwell and Mr. McNair that the General Manager initiate a review of Audit & Risk Committee performance and prepare a report on that performance for the July meeting.

CARRIED

INTERNAL AUDIT ENGAGEMENT PLAN FOR IT INFRASTRUCTURE AND CONTROLS

Recommendation:

On the motion of Clr. Braid OAM and Mr. McNair that the Engagement Plan for the audit of IT Infrastructure and controls (as tabled by the General Manager) be noted.

CARRIED

Next Meeting: Wednesday 25th July 2018 at 9.30 am

Meeting Closed 11.15 am

7. FINALISATION OF THE INVESTIGATION INTO THE FEASIBILITY OF INCORPORATING THE GHSC WATER FUNCTION INTO RWCC OPERATIONS

RECOMMENDATION: That Riverina Water County Council note the report, and take no further action in this matter.

Background

Greater Hume Shire Council (GHSC) formally approached Riverina Water County Council in 2017 regarding the investigation of options for their villages potable water scheme and the Culcairn town water scheme being incorporated into Council's operations.

Three options were analysed; GHSC's water operations in their entirety, the Village scheme standalone and the Culcairn township standalone.

The matter was deferred by Council pending GHSC's decision on a way forward.

Issues

In relation to Council's feasibility report, Greater Hume Shire Council at its April meeting, resolved that;

- i) That Council advise Albury City and Riverina Water County Councils that Greater Hume Council does not intend to proceed with the divesture of the Villages or Culcairn Water Supply Schemes at this time.
- ii) That Council convey its appreciation to both Albury City and Riverina Water County Council in investing the resources to assess the viability

Attached is the letter from Greater Hume Shire Council.

In light of this decision, it is recommended that Council take no further action on this matter.

Financial Consideration

None.

- *Greater Hume Letter*



Greater Hume Shire

simply greater

Our Ref: SJP

General Manager
Riverina Water County Council
P.O. Box 456
Wagga Wagga NSW 2650

Greater Hume Shire
ABN 44 970 341 154
39 Young Street (PO Box 99)
Holbrook NSW 2644
P: 02 6036 0100 or 1300 653 538
F: 02 6036 2683

Culcairn Office
40 Balfour Street Culcairn NSW 2660
P: 02 6029 8588 F: 02 6029 8607

Customer Service Centres
Henty RTC/Library
32 Sladen Street, Henty NSW 2658

Jindera
Shops 8 & 9 Jindera Plaza
Jindera NSW 2642
Walla Walla RTC/WAW Credit Union
Commercial Street,
Walla Walla NSW 2659

E: mail@greaterhume.nsw.gov.au
www.greaterhume.nsw.gov.au

Dear Andrew

POTENTIAL DIVESTMENT OF THE CULCAIRN AND VILLAGES WATER SUPPLY OPERATIONS

As you are aware in March last year Council resolved the following:

That Management be authorised to commence discussions with Riverina Water with the view of Riverina Water investigating the feasibility of taking control of the supply and operation of the Villages Water Supply.

Later in June 2017 Council further resolved to invite AlburyCity to undertake a similar feasibility exercise.

Both you and AlburyCity have formally considered the matter with AlburyCity resolving as outlined below.

That Council:

- a. *In principle, agrees to further explore this proposal and requests that Greater Hume Council provide a business case and implementation plan for AlburyCity to take management control of the Villages Water Supply Scheme; and*
- b. *Receive a future report on the findings of the implementation plan and business case.*

It is Council's understanding that the matter is 'laying on the table' at Riverina Water County Council pending further advice from Greater Hume Council.

Over several months Greater Hume Council has considered the advantages and disadvantages of the divestment of water supply operations and it was determined that on balance it was not in the overall interests of this Council to do so at this time.

Accordingly at the April 2018 meeting of Council the following was resolved:

That:

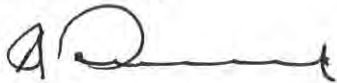
1. *Council advise AlburyCity and Riverina Water County Council that Greater Hume Council does not intend to proceed with the divestment of the Villages or Culcairn Water Supply Schemes at this time*
2. *Council convey its appreciation to both AlburyCity and Riverina Water County Council in investing the resources to assess the viability, and*
3. *Council initiate new discussions with AlburyCity regarding water charges to Greater Hume Council with the view of negotiating a lower per kl charge.*

Council is very appreciative of the time that Officers of Riverina Water County Council invested in investigating the feasibility of taking control and undertaking operations of the Villages and Culcairn Water Supply Schemes.

Council trusts that as a constituent Council of Riverina Water County Council that both Councils will continue to work closely together to deliver water supply services to our residents.

Should you wish to clarify any aspect of the correspondence please do not hesitate to contact the undersigned on 0429 310205.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S Pinnuck', with a stylized flourish at the end.

Steven Pinnuck
General Manager
GREATER HUME SHIRE COUNCIL

20 April 2018

8. REVIEW OF RIVERINA WATER COUNTY COUNCIL STRATEGIC PLANNING DOCUMENTS

RECOMMENDATION that the report be noted and that Council endorse the timelines in the report as they relate to the review of the suite of Riverina Water County Council's Strategic Planning documents.

Council has a number of important documents that guide the strategic direction of Council in the short, medium and long term. Most of those documents were last revised in 2012 and 2013. Good governance practices and the documents themselves require that these plans be revised at least every eight years.

The NSW Department of Primary Industries (DPI) Guidelines for Best-Practice Management of Water Supply and Sewerage recommend the development of an integrated water cycle management (IWCM) plan. Council has such a plan (dated 2011) which explores the integration of water supply, sewerage and stormwater so that water is used optimally.

In 2009 an IWCM Evaluation Study was commenced in partnership with the four Constituent Councils. The Evaluation Study was completed in March 2010 and recommended that Riverina Water make a Detailed Strategy. The Detailed Strategy was completed in 2011 and became the guiding strategic document for projects for the next 30 years.

The IWCM Plan is a foundation for strategic planning documents adopted in December 2011 including documents to meet DPI best practice and satisfy the Office of Local Government's Integrated Planning and Reporting Guidelines.

The Strategic Business Plan and Resourcing Strategy for Water Supply is one of the two key guiding documents.

Council has commenced planning for the review of both the Integrated Water Cycle Management Strategy 2011 and the Strategic Business Plan & Resourcing Strategy for Water Supply 2012.

Council has the following documents that inform and guide the organisation.

- | | | |
|-----|------|--|
| (a) | 2011 | Integrated Water Cycle Management Strategy |
| (b) | 2012 | Strategic Business Plan and Resourcing Strategy for Water Supply |
| (c) | 2012 | Asset Management Plan |
| (d) | 2012 | Demand Management Plan |
| (e) | 2012 | Workforce Plan |
| (f) | 2013 | Development Servicing Plan |
| (g) | 2013 | RWCC Guidelines to Determine Water Services Connections |
| (h) | 2013 | RWCC Guidelines to Determine Access to Water Supply |

Documents (a), (b), (c), (d) (e) and (f) are required by legislation with documents (g) and (h) being referred to as good practice.

Funds have been put in future budgets and Delivery Plans to review the above suite of documents.

Council management has approached the NSW Department of Public Works to prepare a proposal to review documents (a) and (b). Pending receipt of that proposal and the indicative cost, Council may approach other organisations to assist in reviewing both documents.

Funds are in the 2018/19 Delivery Plan for the review of documents (a) and (b).

The review of document (e) will also take place in 2018/19 using Council staff with assistance from the NSW Office of Local Government.

The review of documents (c) and (d) will commence in 2019/20.

Council at its meeting in April 2018 expressed the view that document (f) – the Developer Servicing Plan (DSP) be reviewed sooner rather than later. Given that, it is also proposed that the DSP will be reviewed as soon as able in 2019/20.

The timing of the review of documents (g) and (h) is likely to be 2020/21.

9. NEW BOARD ROOM

RECOMMENDED that Council note the progress report on the fit out of the new Board Room

Council at its meeting in February 2018 resolved to make provision in the 2018/19 Capital Works budget for the completion of the Board Room in the Stores Building and that the General Manager proceed with preparing an appropriate design and fit out, supported by an estimate of the works.

At the time that the new Stores Building was designed in 2012, provision was made for a room on the mezzanine level of the building for the purposes of a Board Room/Meeting Room.

The room has not been fitted out or completed. Given that, it is intended that it can function as a meeting room for the Board as well as serve as a training room and function room.

Provision has been made in the four-year delivery plan to complete the room (a rear wall to the room is yet to be erected) and also purchase furniture and fittings for the room (including air conditioning)

A project team was created to progress the project and that team has met on two occasions.

A brief has been prepared by the team and provided to interior design companies seeking that they provide a fee proposal to with the project team to undertake the final design as well as a detailed estimate for the fit out and furniture.

The project team have been requested to have the new room completed by December 2018. The final budget for the project will be presented to Council at the August meeting.

10. LOCAL GOVERNMENT NSW 2018 ANNUAL CONFERENCE

RECOMMENDATION that:

- a) Council be represented the Local Government NSW 2018 Annual Conference;
- b) Council's delegate be the Chairman and the General Manager (observer);
- c) Nominations be invited from any other Councillor to attend as an observer.
- d) Council determine motions that it believes are of concern and should be discussed at the Conference.

Local Government NSW has advised that the Annual Conference of the Association will held at the Albury Entertainment Centre, Albury, from Sunday 21 October to Tuesday 23 October 2018. The council was represented at the 2017 Conference by the Chairperson, Councillor Verdon (Delegate), together with Councillors Keenan and Braid and the General Manager (observers).

A copy of the Draft Program will be circulated in due course. The Conference Dinner will be held on Monday 22 October and Outstanding Service Awards will be presented at that dinner.

Registrations for the Conference will be open in July 2018.

In accordance with the rules of the Association, Council is able to nominate 1 voting delegate to the conference.

Other key dates are as follows:

Deadline	Action
Sunday 26 August	Deadline for payment of membership fees (required for council to be entitled to vote for motions and the LGNSW Board)
Tuesday 2 October	Deadline for Council to provide names to LGNSW of delegates who will vote for motions

The Business Paper for the Conference, including motions, will be forwarded to members at least one week prior to the Conference.

Given the location of the conference this year, travel to and from the conference will be by car.

11. RIVERINA WATER COUNTY COUNCIL PERFORMANCE COMPARISON SNAP SHOT

RECOMMENDATION: That Council note the report and that a precis of Council's performance indicators be prepared and provided to Councillors.

Background:

Council, at its February meeting, requested some performance comparisons against other local water utilities. The NSW Department of Primary Industries publish an annual Performance Monitoring Report, the latest being from the 2015/16 financial year. Where 2016/17 data was available, the comparative figure has been included below the graph.

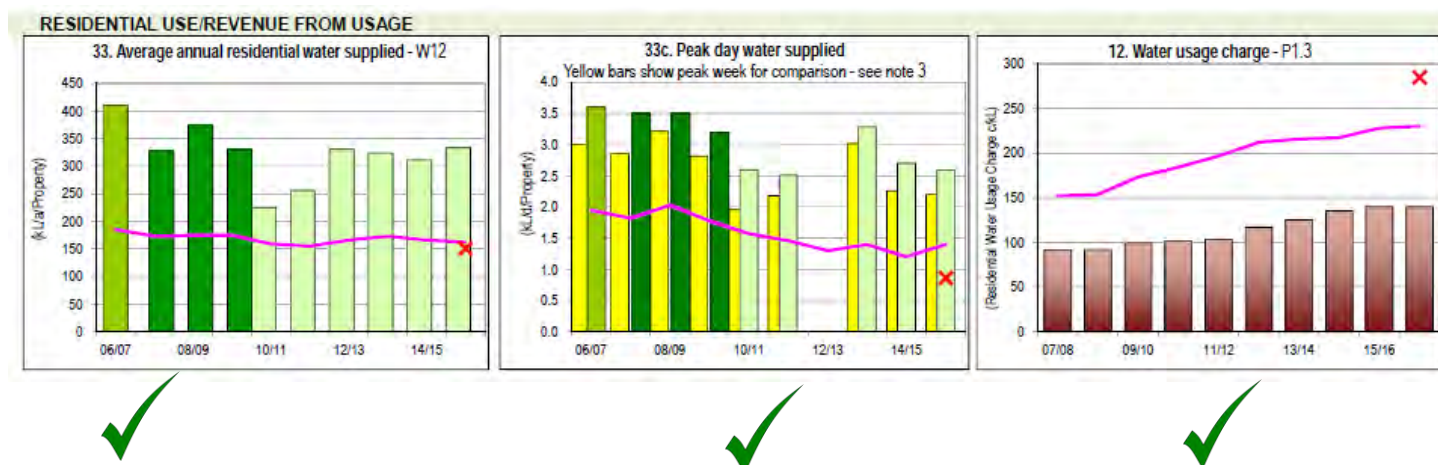
The comparative performance indicators were also extracted from the National Performance Report – Urban Water Utilities for 2015/16, for utilities with between 20,000 and 50,000 connections.

The following is a snapshot of some of those performance indicators that are relevant to RWCC.

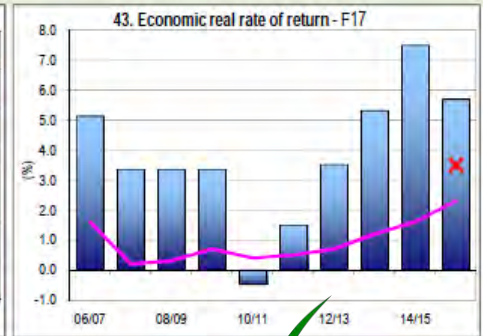
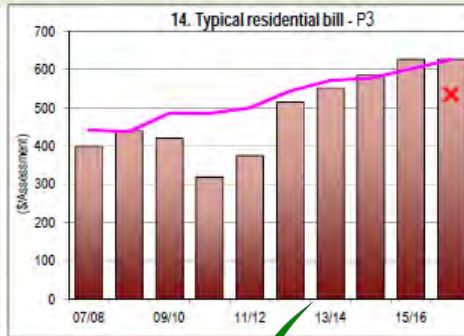
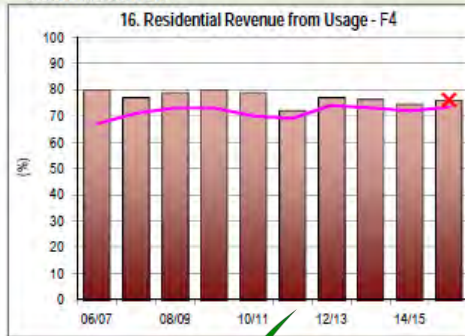
Summary:

- The RWCC 2016-17 typical residential bill was \$627 which was very close to the statewide median of \$625 (Indicator 14).
- The economic real rate of return was 5.7% which was greater than the statewide median.
- The operating cost (OMA) per property was \$236 which was much less than the statewide median of \$440.
- Water quality complaints were similar to the statewide median of 3. Compliance with Australian Drinking Water Guidelines (ADWG) was achieved for microbiological water quality (100% of the population, 14 of 14 zones compliant), chemical water quality and physical water quality. There were no failures of the chlorination system or the treatment system. Riverina Water County Council reported no water supply public health incidents. Council has a risk-based Drinking Water Management System (DWMS) and had no days of water restrictions.
- Current replacement cost of system assets was \$452M (\$13,700 per assessment).
- Cash and investments were \$19.9M, debt was \$14M and revenue was \$33M (excluding capital works grants).

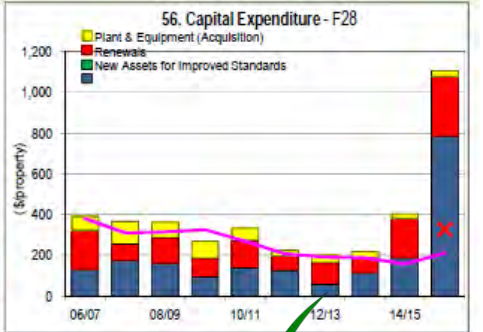
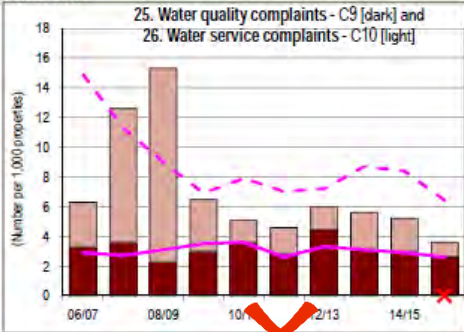
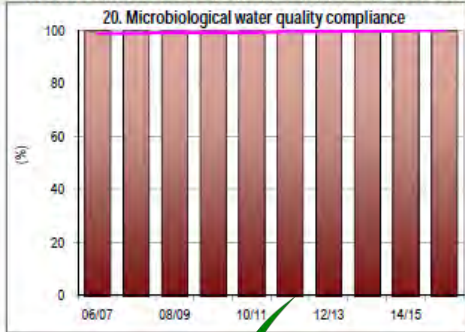
Comparisons with State Median (2015/16 TBL Report from DPI-Water)



COST RECOVERY

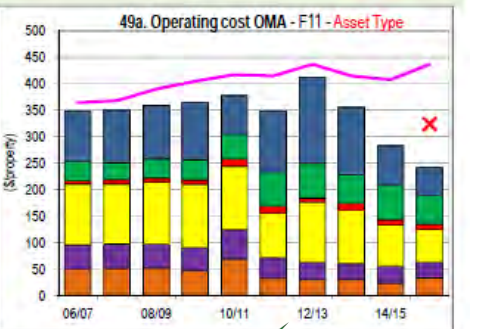
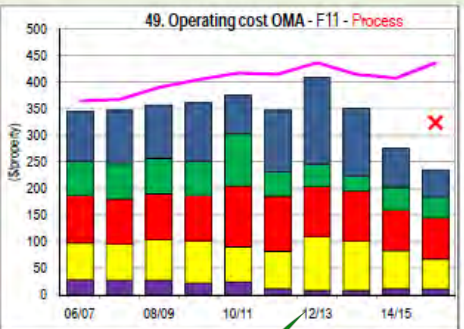


WATER QUALITY/CUSTOMER SERVICE/CAPITAL EXPENDITURE



LEGEND
State Median for all years
Top 20% for 2015-16

EFFICIENCY



NOTES:

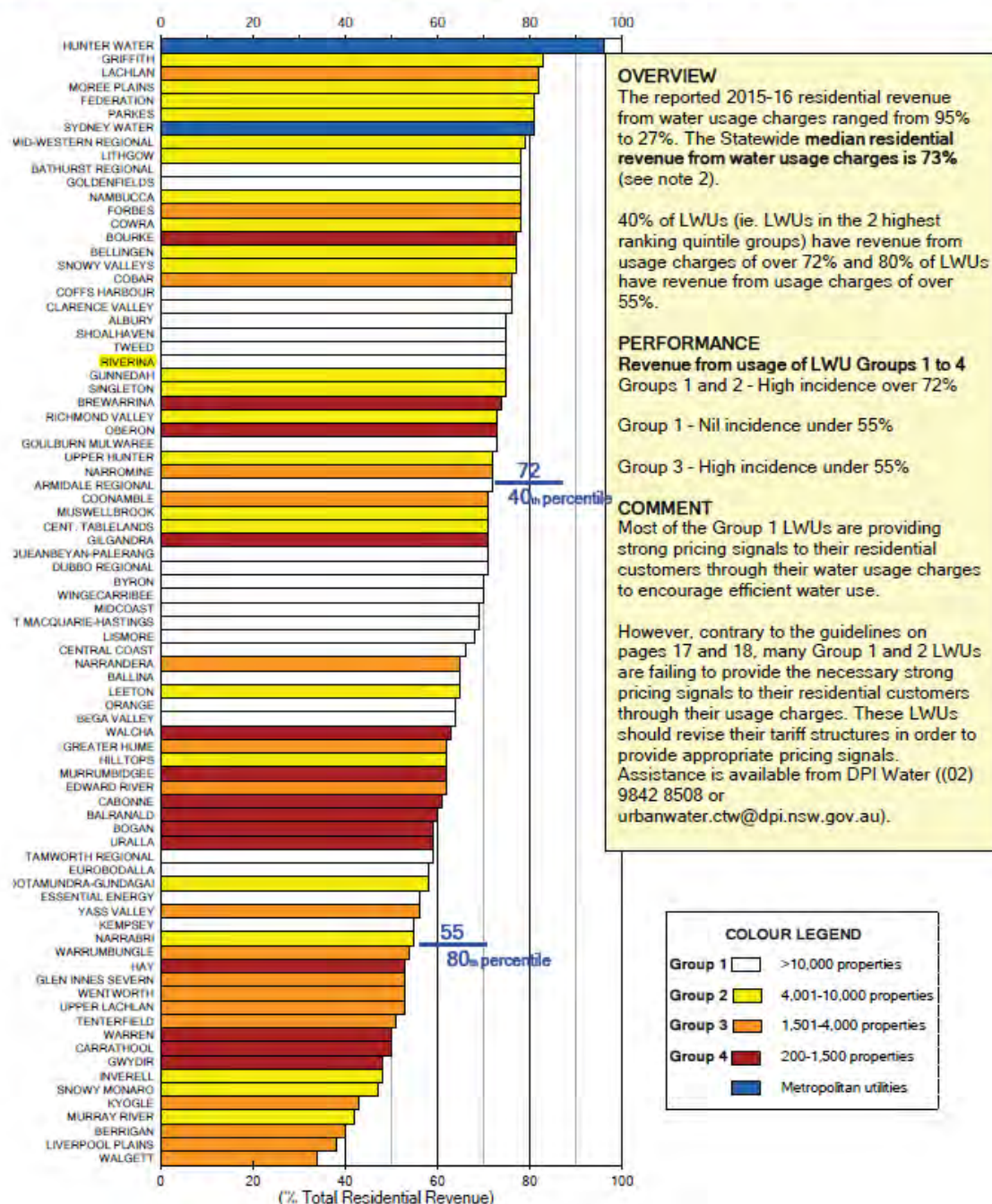
LEGEND
State Median for all years
Top 20% for 2015-16

Riverina Water is a single utility supplying potable water to 32,000 connections over 15,000 square kilometres with over 1,600 kilometres of water main. The organisation contains many of the corporate functions like other multi-purpose organisations (ie Information technology, Human Resources, Administration & Finance, Payroll, etc) and undertakes many operational and construction activities in house. Interestingly, the total number of employees per connection is greater than the state median, however Riverina Water's overall operating costs is lower and economic rate of return is higher than the state median. This anomaly can be partially explained by the high levels of capital works undertaken by in-house staff. In addition, other single purpose water County Councils supply bulk water to general purpose Councils in addition to supplying water directly to residential and commercial customers.

Comparisons with NSW LWU's

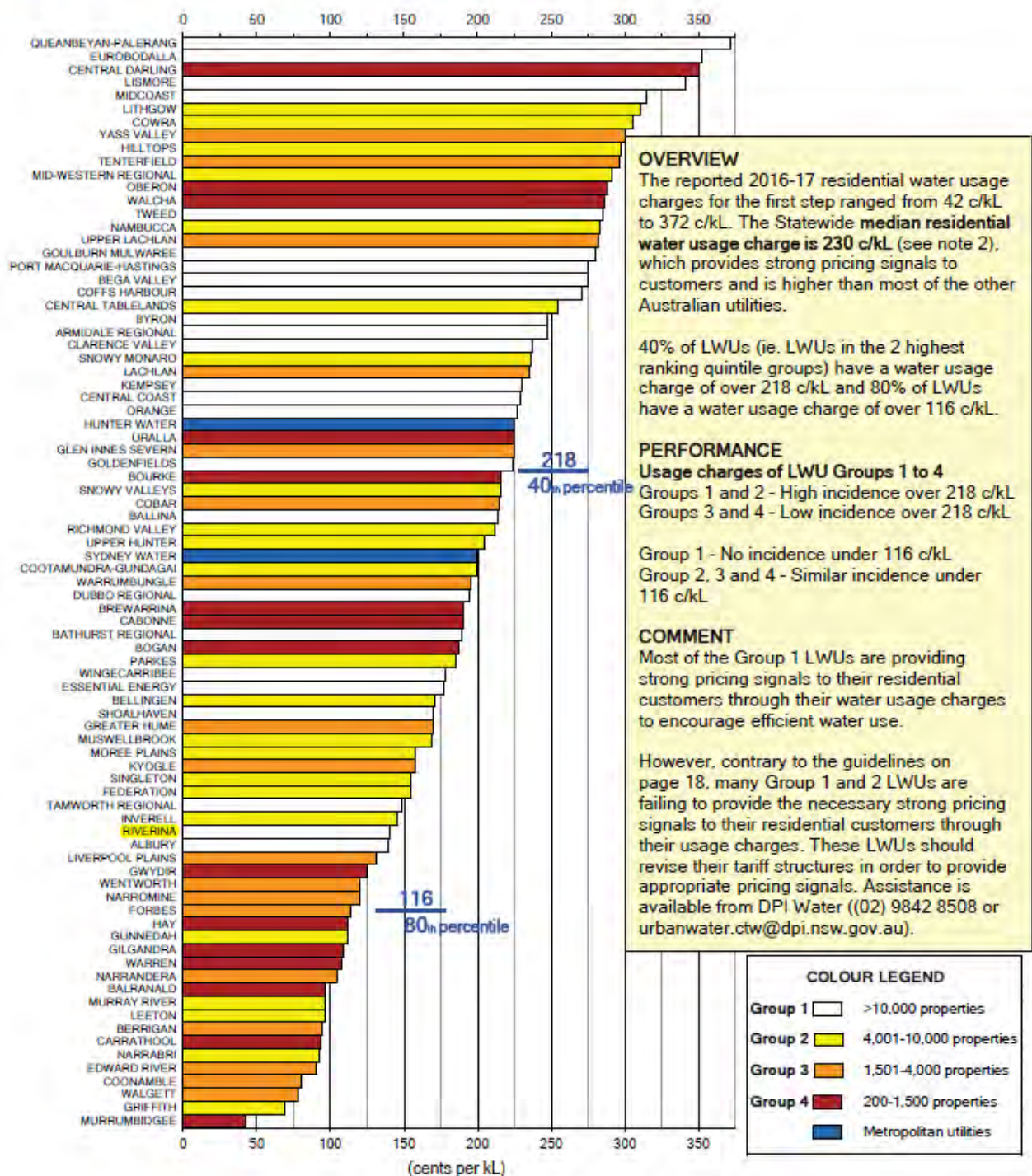
Note: Riverina Water is classified as a Group 1 LWU for reporting purposes ie . total number of connections greater than 10,000 (indicated in White).

Figure 4: Residential Revenue from Usage Charges - Water Supply 2015-16 - F4



- 2016/17 data: RWCC's residential revenue from Usage Charges is 76%, which complies with 'Best Practice Guidelines' of at least 75% residential revenue

Figure 5: Residential Water Usage Charge 2016-17 - P1.3

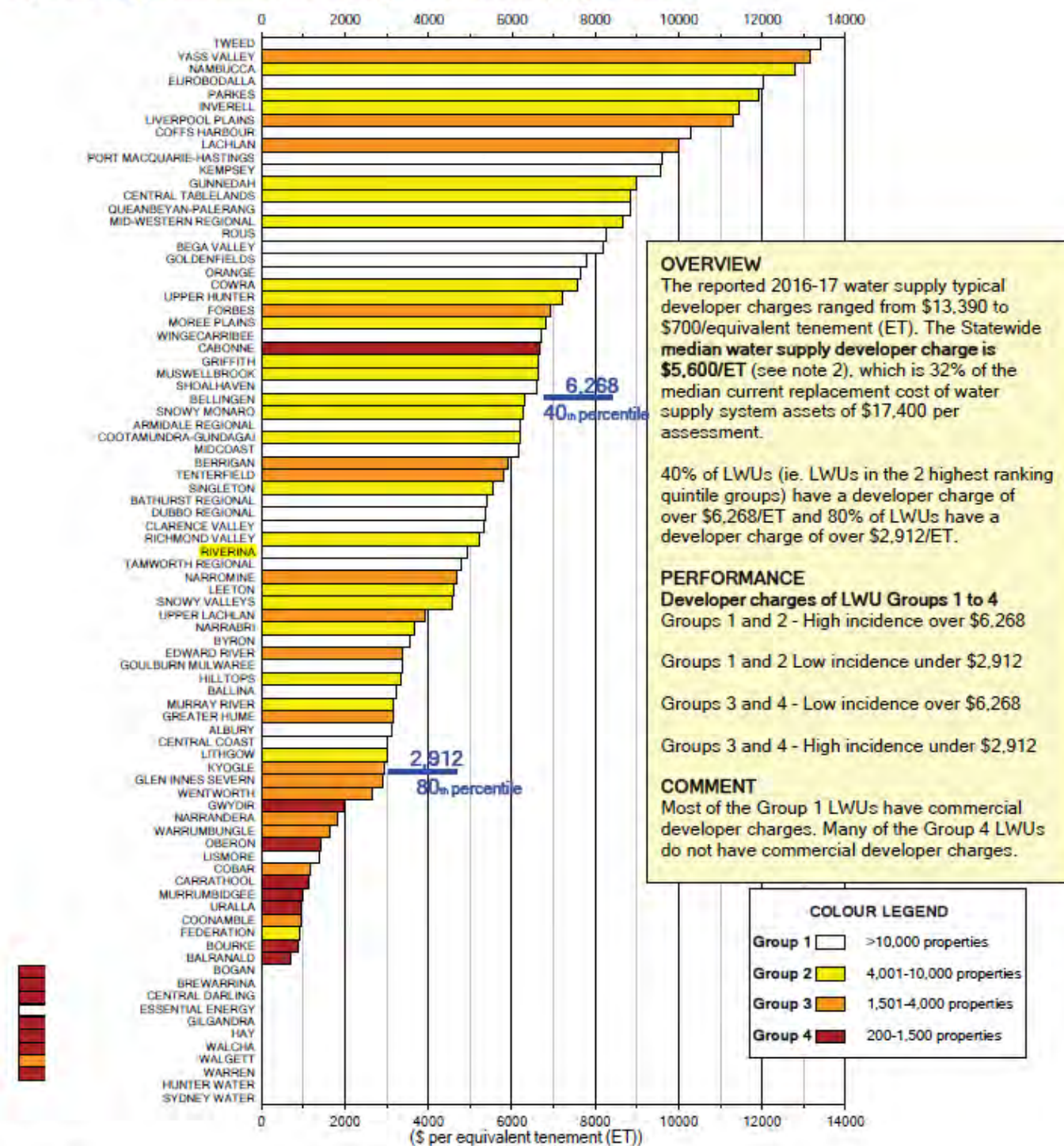


Parameter:

Residential Water Usage Charge

- 2016/17 data:
 - RWCC is ranked 2nd Cheapest out of all Group 1 LWUs, or 23rd Cheapest out of 92 Total LWUs
 - RWCC's Residential Water (First Step) Usage Charge is 140 c/kL compared to Statewide average 230 c/kL, National Average 190 c/kL
 - RWCC's typical residential bill is \$627/year, compared to \$625/year Statewide

Figure 7: Typical Developer Charges - Water Supply 2016-17

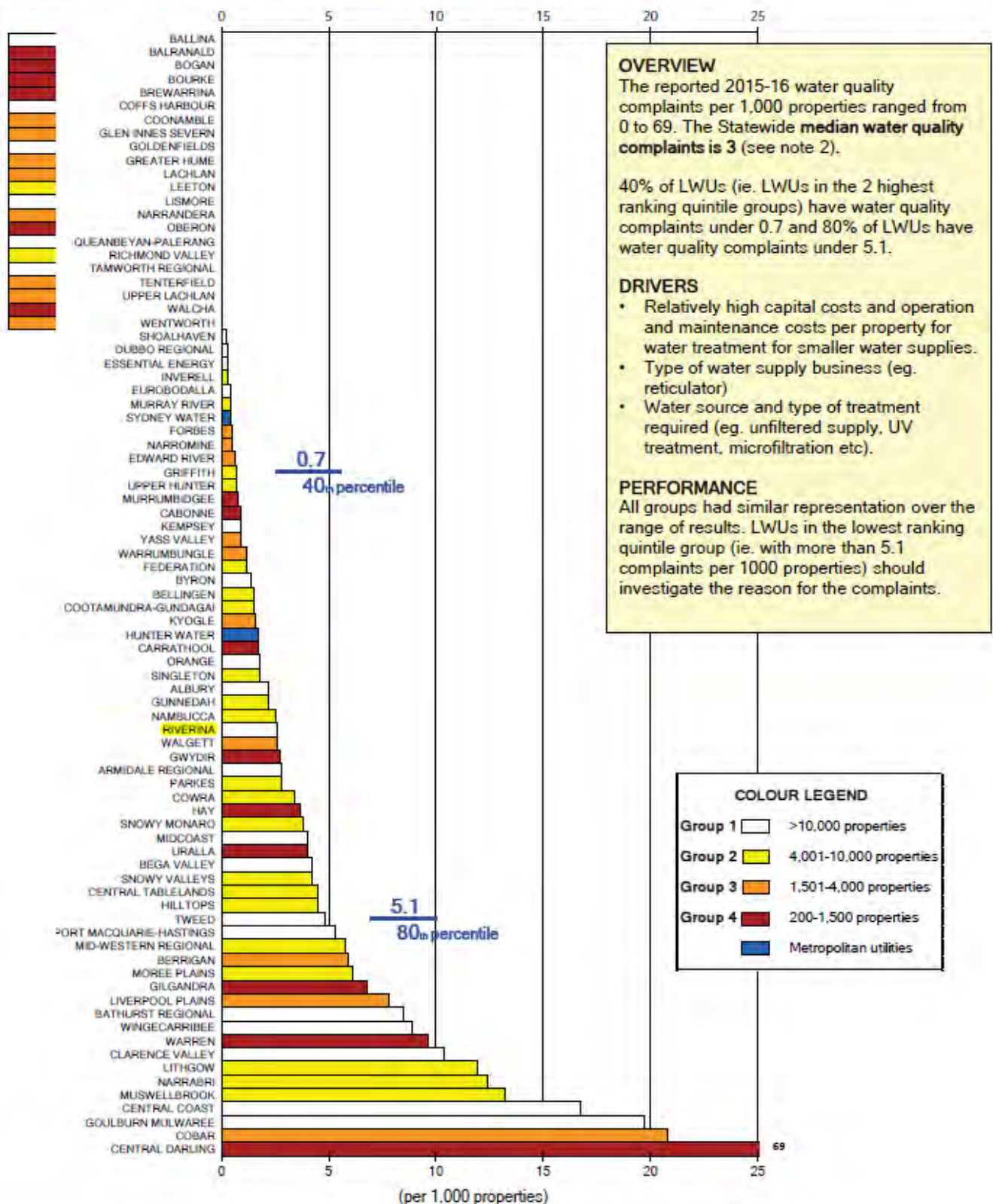


Parameter:

Typical Water Supply Developer Charge (WB36)

- 2016/17:
 - RWCC is 8th Cheapest out of 25 Group 1 LWUs or 33rd Cheapest out of 92 total LWUs
 - 2016/17: RWCC's Developer Contributions was \$4,930 per ET, compared to Statewide of \$5,600 per ET

Figure 11: Water Quality Complaints - Water Supply 2015-16 - C9



Parameter:

$\frac{\text{Number of water quality complaints (WB101b)} \times 1,000}{\text{No. connected properties}}$

- 2015/16 data: RWCC is ranked 9th Lowest compared to 19 Group 1 LWUs, or ranked 60th Lowest out of 92 Total Statewide LWUs
- 2016/17: RWCC's Water Quality Complaints was 2.0 per 1,000 properties compared to 3 for Group 1 LWUs, 4 for Total LWUs Statewide, and 2 for Total Nationwide LWUs

Figure 13: Main Breaks - Water Supply 2015-16 - A8

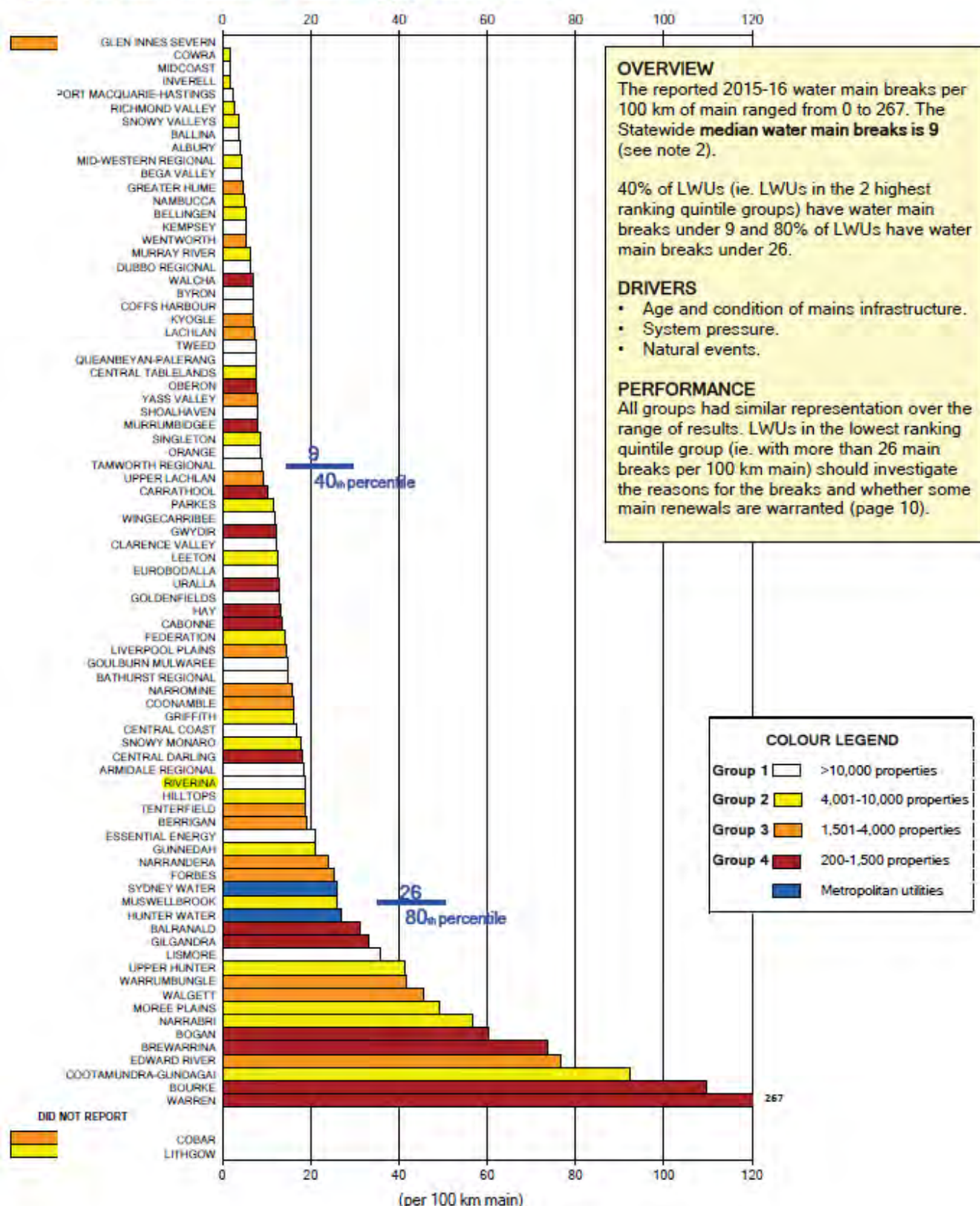
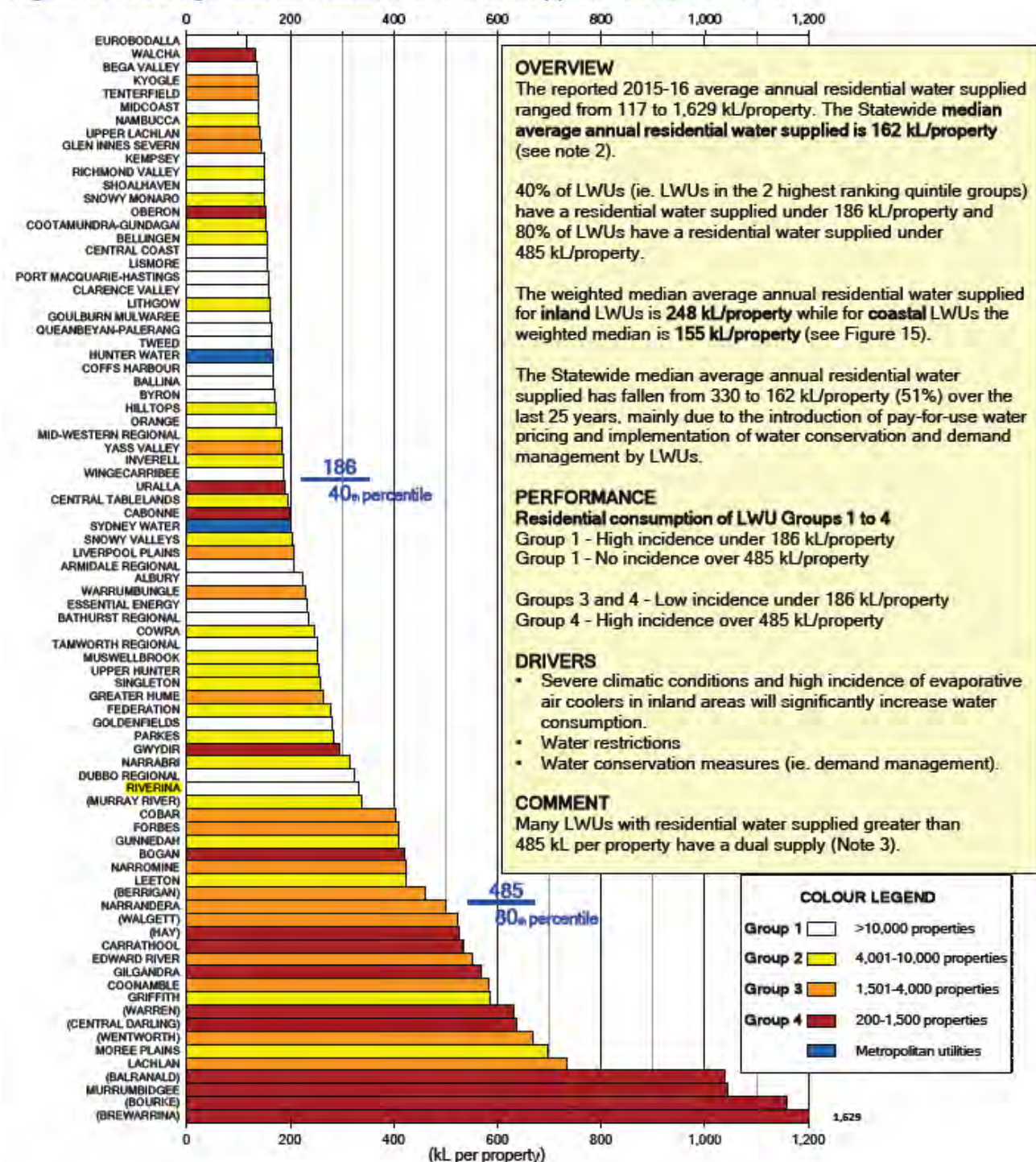


Figure 14: Average Annual Residential Water Supplied 2015-16 - W12

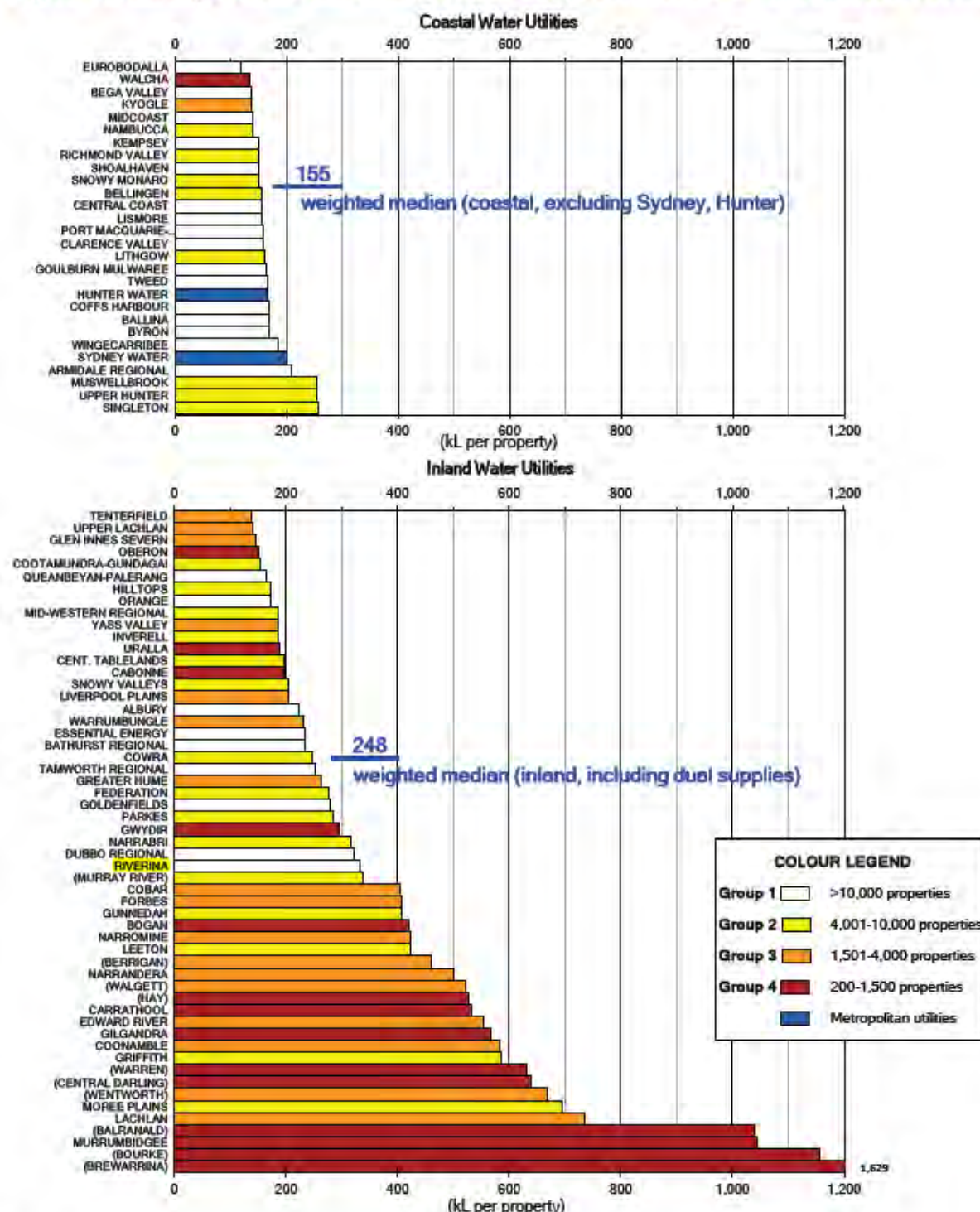


Parameter:

Annual residential water supplied x 1,000
No. residential connected properties

- 2015/16 data: RWCC is the highest Group 1 LWU for Average Annual Residential Water Supplied of 311kL/property
- 2016/17 data: 333kL/property

Figure 15: Average Annual Residential Water Supplied - Coastal & Inland LWUs 2015-16 - W12

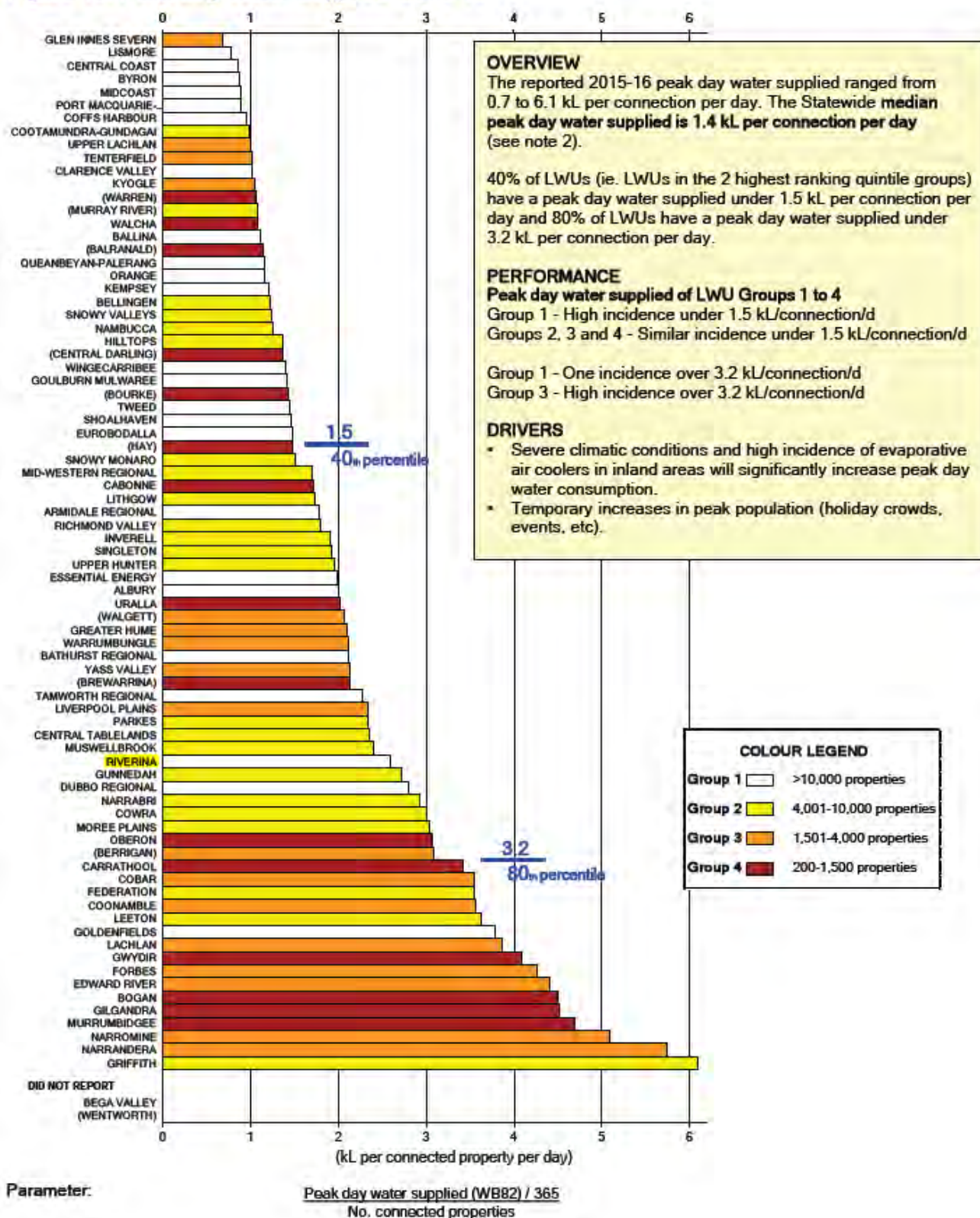


Parameter:

Annual residential water supplied x 1,000
No. residential connected properties

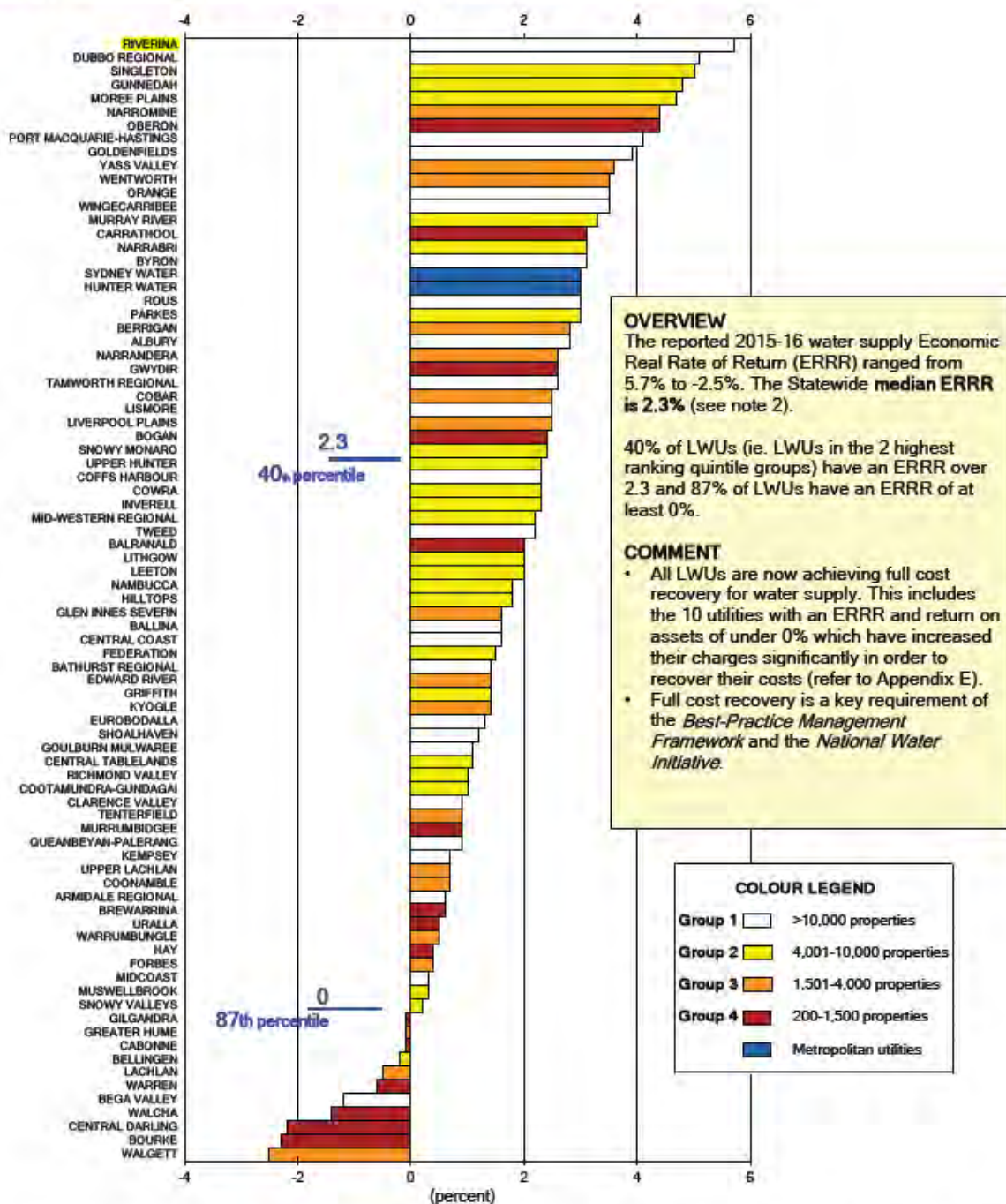
- 2015/16 data: RWCC was the highest Group 1 Inland LWU for Annual Residential Water Supplied at 311kL/property
- 2016/17 data: RWCC's Annual Residential Water Supplied was 333kL/property

Figure 16: Peak Day Water Supplied 2015-16



- 2015/16 data: RWCC was the 3rd highest for Peak Day Water Supplied/residential property connection at 2.7kL
- 2016/17: RWCC's peak week to average consumption was 151%, compared to 142% Statewide

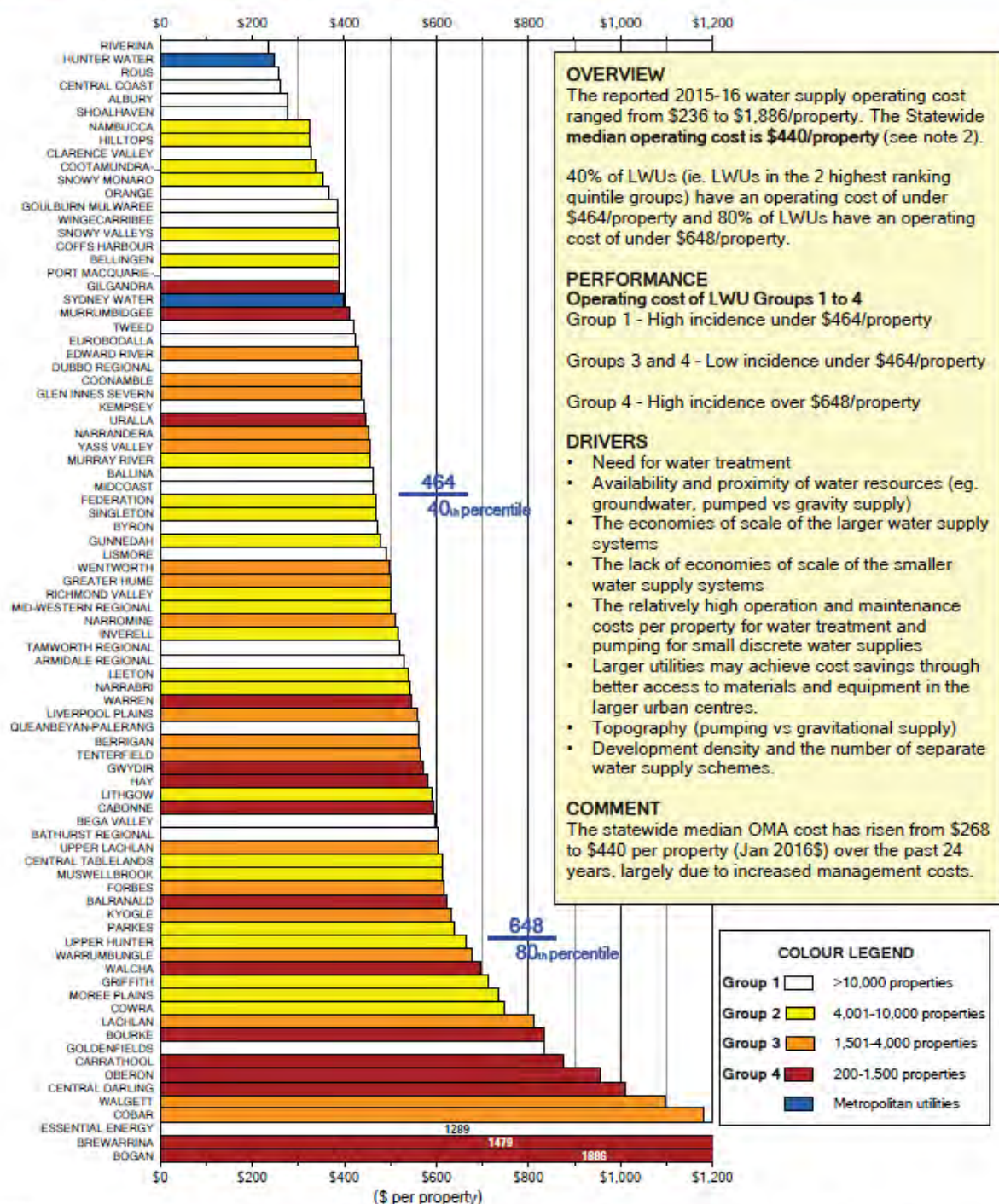
Figure 27: Economic Real Rate of Return - Water Supply 2015-16 - F17



Parameter:
$$\frac{(\text{Total income (W_13)} - \text{Interest income (W_9)} - \text{Grants for acquisition of assets (W_11a)} - \text{Total Expenses (W_5)} + \text{Interest Expenses (W_4a)} + \text{Other Expenses (W_4b)}) \times 100}{\text{Written down replacement cost of system assets, plant and equipment (W_28)}}$$

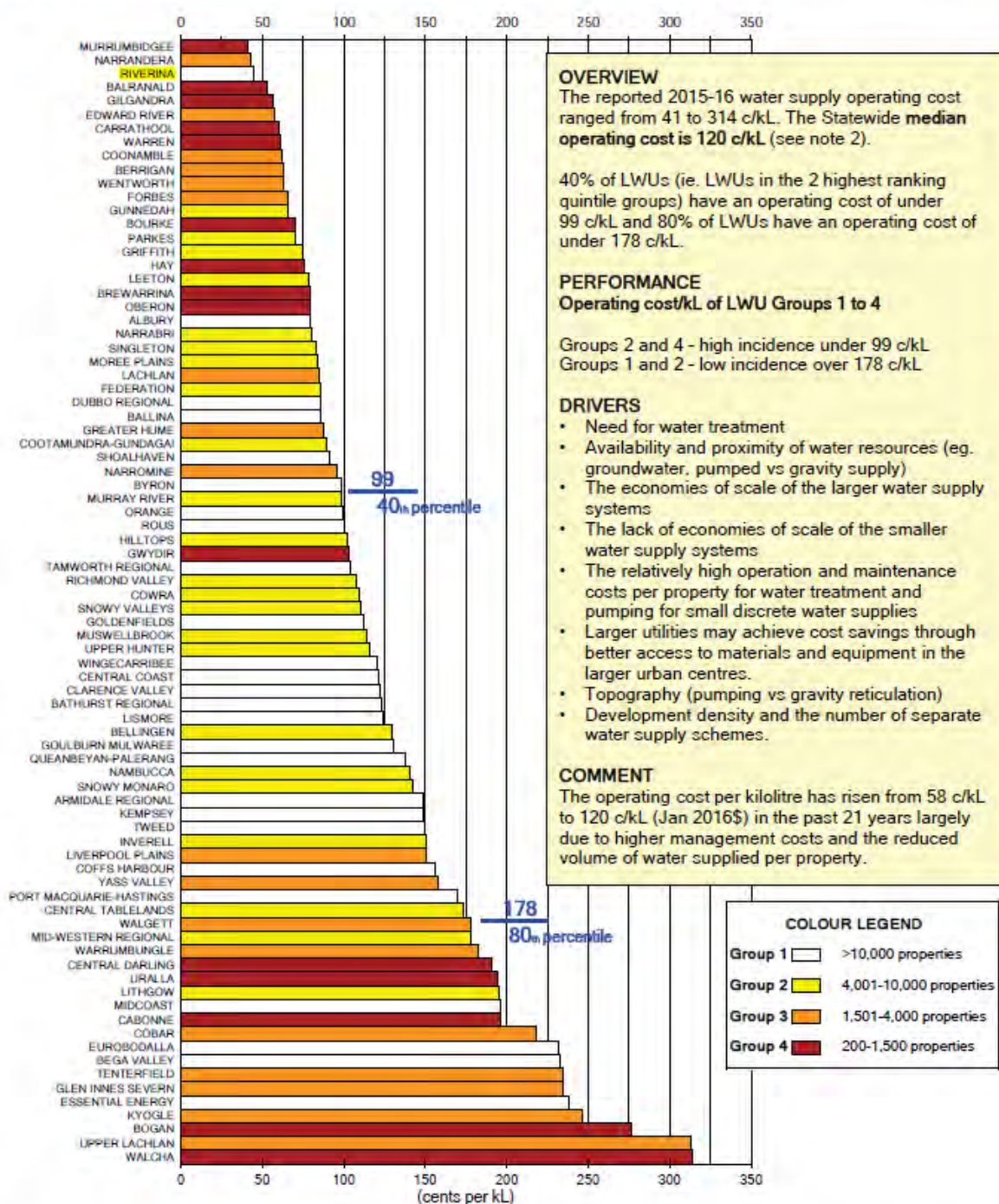
- 2015/16 data: RWCC has the highest Economic Real Rate of Return of 5.7%

Figure 29: Operating Cost (OMA) per property - Water Supply 2015-16 - F11



- 2015/16 data: RWCC has the lowest Operating Cost per Property at \$242/property connection Statewide
- 2016/17 data: RWCC's Operating Cost per property connection was \$236

Figure 31: Operating Cost (OMA) per kilolitre - Water Supply 2015-16



- 2015/16 data: RWCC had the lowest Operating Cost per Kilolitre compared to Group 1 LWUs
- 2016/17 data: RWCC's Operating Cost per Kilolitre was 44 c/kL

National Performance Report 2015-16 – Urban Water Utilities

Average annual residential water supplied, by utility size group (kL/property), 2011–12 to 2015–16

Utility	2011–12	2012–13	2013–14	2014–15	2015–16	Change from 2014–15%
20,000–50,000 size group						
Lower Murray Water	391	479	450	475	504	6
Fitzroy River Water	288	311	348	317	363	15
Riverina Water (W)	256	347	324	311	333	7
Dubbo					322	
GWMWater	208	236	226	237	254	7
Tamworth	204	261	287	188	251	34
Gladstone				245	243	–1
Bundaberg				230	236	3
WC (Mandurah)	239	239	241	238	234	–2
Albury	203	255	232	205	223	9
North East Water	179	216	206	197	214	9
Mackay	231	216	216	214	196	–8
Wide Bay Water	170	186	197	181	181	0
Coffs Harbour	156	161	169	167	167	0
Redland City				168	166	–1
Tweed	163	177	184	178	165	–7
Queanbeyan					163	
Port Macquarie Hastings	144	157	157	151	158	5
Clarence Valley	139	148	161	147	158	7
Wannon Water	148	152	140	144	153	6
Shoalhaven	130	149	148	143	150	5
East Gippsland Water	138	158	151	140	146	4
MidCoast Water	131	143	150	142	139	–2
Median	175	201	202	188	196	
Average	195	222	222	210	223	

**Capital expenditure: water, by utility size group (\$/property),
2011–12 to 2015–16**

Utility	2011–12	2012–13	2013–14	2014–15	2015–16	Change from 2014–15%
20,000–50,000 size group						
Riverina Water (W)	221	199	215	403	1,104	174
Fitzroy River Water	335	349	377	296	363	23
Wide Bay Water	576	383	293	261	349	34
Shoalhaven	132	96	233	221	279	26
Lower Murray Water	170	155	176	166	245	48
Wannon Water	281	128	166	148	224	51
MidCoast Water	1,254	290	201	81	212	162
Gladstone				138	206	49
Port Macquarie Hastings	262	216	84	330	205	–38
North East Water	243	311	226	134	196	46
Tamworth	318	518	527	309	184	–40
Mackay	1,078	542	343	442	163	–63
Clarence Valley	94	120	104	91	156	71
GWMWater	237	319	448	181	133	–27
WC (Mandurah)	529	506	256	174	130	–25
East Gippsland Water	189	153	221	113	109	–4
Albury	116	155	106	89	108	21
Bundaberg				89	105	18
Tweed	214	176	279	62	97	56
Coffs Harbour	70	145	69	54	48	–11
Redland City				26	12	–54
Dubbo						
Queanbeyan						
Median	240	208	224	148	184	
Average	351	264	240	181	220	

**Water quality complaints, by utility size group (no. per 1,000 properties),
2011–12 to 2015–16**

Utility	2011–12	2012–13	2013–14	2014–15	2015–16	Change from 2014–15%
20,000–50,000 size group						
Port Macquarie Hastings	3	8.5	6.7	6	5.3	–12
MidCoast Water	3.5	2.8	2.6	3	4	33
Wannon Water	1.3	0.8	0.6	0.6	3.3	450
GWMWater	9.3	7.5	2.5	3.7	2.8	–24
Riverina Water (W)	2.8	4.4	3.1	3	2.6	–13
Redland City				2	2.5	25
Fitzroy River Water	5.9	6.1	2.1	9	2.5	–72
Wide Bay Water	1.1	2.4	1.3	1	2.3	130
Albury	1	4.2	3.2	2.6	2.2	–15
Mackay	2.1	2.5	2.3	3	2	–33
Bundaberg				1	1.9	90
Lower Murray Water	1.1	0.7	0.5	0.6	0.9	50
North East Water	1.9	0.8	0.4	0.4	0.5	25
East Gippsland Water	0.3	0.3	0.5	0.2	0.4	100
Dubbo					0.3	
Shoalhaven	0.5	0.3	0.3	0.5	0.2	–60
Gladstone				0	0	
Coffs Harbour	1.1	0	0	0	0	
WC (Mandurah)	3.1	0.1	0.1	0	0	
Tamworth		0.8	0.2	0	0	
Clarence Valley	6.7	8.1	22.6	13.9		
Tweed	4.5	4.2	4.9	5.9		
Queanbeyan						
Median	2.1	2.4	1.7	1	2.0	
Average	2.9	3	3	2.7	1.7	

**Total net greenhouse gas emissions, by utility size group
(net tonnes CO2 equivalents per 1,000 connected water properties),
2011–12 to 2015–16**

Utility	2011–12	2012–13	2013–14	2014–15	2015–16	Change from 2014–15%
20,000–50,000 size group						
North East Water	820	837	860	838	885	6
Wannon Water	819	739	693	751	776	3
Lower Murray Water	1,092	348	533	544	602	11
GWMWater	487	384	852	607	583	-4
Dubbo					492	
Albury	528	541	451	393	477	21
Coffs Harbour	460	515	362	487	456	-6
Shoalhaven	489	423	377	437	454	4
Tweed	454	434	441	413	453	10
Tamworth	374	378	419	393	423	8
Port Macquarie Hastings	222	417	386	416	385	-7
MidCoast Water	315	340	483	490	371	-24
East Gippsland Water	383	380	359	344	346	1
Riverina Water (W)	624	365	372	372	341	-8
Queanbeyan					233	
WC (Mandurah)	287	306	290	193	189	-2
Clarence Valley	137	114	114	119	177	49
Mackay						
Redland City						
Fitzroy River Water	1,149	1,032	1,134			
Wide Bay Water						
Gladstone						
Bundaberg						
Wagga Wagga (S)	208					
Median	460	400	430	416	453	
Average	520	472	495	453	450	

**Water main breaks, by utility size groups (no. per 100 km of water main),
2011–12 to 2015–16**

Utility	2011–12	2012–13	2013–14	2014–15	2015–16	Change from 2014–15%
20,000–50,000 size group						
GWMWater	56.2	51.5	60.3	55.4	55.5	0
Gladstone				141	33.9	–76
Lower Murray Water	44.1	45	30	35.4	32	–10
Riverina Water (W)	14	14.3	19	6.9	18.6	170
Fitzroy River Water	14.2	18.7	24.9	12.9	16.7	29
East Gippsland Water	7.5	7.9	7.5	17.3	12.9	–25
Clarence Valley	10.3	12	12.5	10.7	12.3	15
Mackay	9.3	10.4	11.8	10.3	11.8	15
Wannon Water	10.9	12.7	10.5	9.7	11.1	14
Tamworth	12.6	7.5	6.6	13.9	8.9	–36
North East Water	18	21.3	13.3	12.5	8.7	–30
Shoalhaven	9.8	10.1	9.5	7.9	8	1
Tweed	4.6	4.4	8	4.1	7.5	83
Queanbeyan					7.5	
Coffs Harbour	8.6	10	3.3	2.7	7.1	163
Dubbo					6.5	
Bundaberg				3.9	4.2	8
Albury	6	7.7	10.3	4.7	4.1	–13
WC (Mandurah)	6.8	6.3	4.2	4.2	3.6	–14
Redland City				3.4	3.2	–6
Wide Bay Water	7.7	4.5	6.2	3.6	3	–17
Port Macquarie Hastings	1.6	3	2.4	3.1	2.6	–16
MidCoast Water	5	7.5	8.3	9.2	1.7	–82
Median	9.6	10.1	9.9	9.2	8	
Average	13.7	14.2	13.8	17.8	12.2	

**Real losses, by utility size group (L/service connection/d),
2011–12 to 2015–16**

20,000–50,000 size group						
Bundaberg			50.3	354	604	
Gladstone			860.2	336	–61	
Fitzroy River Water	145	185	227.7	180	152	–16
Mackay	146.9	167.7	118.4	106.5	131	23
Riverina Water (W)	64	81	81	86	115	34
GWMWater	136.2	185.7	215	110	109	–1
Tamworth	74	83	91	89	87	26
Wide Bay Water	49.2	68	53	84	78	–7
Lower Murray Water		56.5	68	45.7	76	66
Wannon Water	125	110	82	71	72	1
Shoalhaven	37	43	57	92	72	–22
MidCoast Water	84	57	57	61	71	16
WC (Mandurah)	43	44.5	74.1	54.5	67	23
East Gippsland Water	76	67.7	42.5	51.4	66	28
North East Water	55	60	60	120	60	–50
Coffs Harbour	60	75	63	50	48	–4
Port Macquarie Hastings	62	37	37	45	43	–4
Redland City			44.1	17		–61
Albury	50	56	57	55		
Clarence Valley		104	127	111		
Tweed	56	58	61	56		
Dubbo						
Queanbeyan						
Median	63	67.8	65.5	69	74	
Average	79	85.5	87.3	114.4	108.6	

12. JOINT ORGANISATIONS

RECOMMENDED that Council receive a further report on the proposed membership of the newly formed Joint Organisations at the August meeting.

The NSW Government has introduced legislation to create Joint Organisations (JOs) which are intended to be a key NSW Government commitment to build stronger councils and improve service delivery and infrastructure across rural and regional communities.

The Local Government Amendment (Regional Joint Organisations) Act 2017 commenced on 15 December 2017 allowing councils to voluntarily join new JOs in their planning region. JOs will provide a forum for local councils and State agencies to collaborate, plan, set priorities and deliver important projects in regional NSW.

Council has previously been advised (February 2018 Board meeting) of the creation of Joint Organisations across NSW and on 15 May the Minister for Local Government, the Hon Gabrielle Upton MP and the Deputy Premier of NSW, the Hon John Barillaro formally announced the creation of Joint Organisations of Councils.

Eleven Joint Organisations, or JOs, have been proclaimed across the State. The JOs are governed by the NSW *Local Government Act* and when a JO is proclaimed it immediately comes into existence. However, before a JO can actually start operating it will need to undertake operational tasks such as creating an ABN and bank account as well as more complex tasks like preparing its Charter and adopting Codes of Meeting Practice and Conduct.

In April, the member Councils of what had to date been known as the REROC JO, resolved to advise the Minister that their preferred name for their JO would be Riverina JO. Members agreed as not all the REROC Member Councils would be members of the JO, that for clarity's sake a different name would be more optimal.

The Riverina-Murray Region will be serviced by two JOs, namely the "Riverina JO", which includes most of the existing REROC member councils and the "Riverina and Murray Joint Organisation" (RAMJO) which includes most of the previous RAMROC member councils.

The Riverina JO Member Councils of Bland, Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart and Temora have established an Implementation Working Party to develop the documents and processes required for the JO's operation. The Riverina JO Implementation Working Group has commenced a review of the documentation provided by the OLG to guide the establishment and operation of JO's.

It is relevant for the Board to note the following matters in relation to the membership of the new JO's:

- Wagga City Council is not a member of any JO
- Federation Council is a member of RAMJO
- Greater Hume and Lockhart Councils are members of Riverina JO

Some key points for County Councils in relation to JO's are:

Board membership (s400T of the Local Government Act)

- The board of the JO can invite "any other person" to be a non-voting member of the JO (this would include a representative from a County Council)
- The Regulation can also prescribe classes of person to be a non-voting member of the JO
-

The Regulations are still being developed, and the OLG advises that they are unsure if the government is considering including County Councils as a prescribed class of persons.

Impacts of JOs on County Councils (s394A of Local Government Act)

A further important amendment to the Local Government Act was made to require that County Council's must, when exercising their functions, take into account any strategic regional priorities and other plans of the JO that apply to any relevant part of the County Council's area of operations or that are relevant to the County Council's operational functions.

Given the above, it is critical that the Council is represented on both JO's so that Council has an opportunity to influence any plans that they may develop.

In light of the above information, it is proposed to prepare a further report to the August Meeting of the Board, when further information is available to allow the Board to consider passing a resolution seeking associate membership of one or more JO's.

13. PROPOSED RIVERINA WATER COMMUNITY GRANTS PROGRAM

RECOMMENDATION:

- (a) That Council initiate a two-year community grants program in the terms outlined in this report
- (b) That Council staff administer the program (noting that the Community Engagement Officer will coordinate the program)
- (c) That Council commence the Community Grants Program in 2018/19 with Year One funding of up to \$500,000 to be available to eligible organisations in July 2019 and Year Two funding of up to \$500,000 to be available to eligible programs in July 2020.
- (d) That review of the effectiveness of the Community Grants Program be undertaken in November 2019.
- (e) That funding for eligible organisations with the four Local Government Areas be made available as follows:

1.	Wagga Wagga City Council	\$200,000
2.	Greater Hume Shire Council	\$100,000
3.	Federation Council	\$100,000
4.	Lockhart Shire Council	\$100,000

- (f) That staff create the guidelines and applications forms for the Program and that a further report on the draft guidelines be prepared and presented to a future meeting of Council (and as soon as practicable)

Following a recent workshop with Councillors, this report provides further detail on a proposal to create the “Riverina Water Community Grants Program”.

Councillors have for some time been discussing the ability of Council to improve its connectedness with the communities that it provides water to, by way of a partnership program that improve the quality of life for residents and visitors to the various communities within the geographic areas of the four constituent Councils.

The program is also intended to significantly increase the public profile of Riverina Water as an active, community focussed organisation that supports new projects and services within its service area, while maintaining a focus on its Vision and Mission as a water supply County Council.

Section 356 of the Local Government Act authorises Council to financially assist others and Council has made provision in its “Revised Delivery Program 2018/19 to 2020/21” for amounts of up to \$500,000 for an initial two-year trial period to allow the Program to commence.

Pending Council's consideration and endorsement of the recommendations in this report, staff will commence more detailed work on the specifics of the Program including the following matters.

- Council has created a budget line item of up to \$500,000 annually to be distributed to eligible organisations within the four constituent Council's allocating up to the following amounts:
 - 1. Wagga Wagga City Council \$200,000
 - 2. Greater Hume Shire Council \$100,000
 - 3. Federation Council \$100,000
 - 4. Lockhart Shire Council \$100,000

- The Program is proposed to be administered using the same concept used by Wagga Wagga City Council (WWCC) with their “Annual Grants Program” which is approximately \$186,000 per year.
- As such RWCC staff would arrange for nominations from community organisations for projects to be considered for funding
- Each Council would be asked to nominate two Councillors to be members of the RWCC Assessment Panel and an assessment process, including eligibility and merit criteria will be created to allow the approval of successful projects.
- The RWCC Assessment Panel is proposed to comprise the Chair, Deputy Chair and two representatives of each constituent Council.
- The successful organisations would issue a tax invoice to RWCC for the total amount of the project and RWCC would make the funds available in accordance with the terms of the grant program.
- A simple funding document will be created by RWCC for the consideration of both RWCC and the recipient organisation which acknowledges the terms under which the funds are paid to the recipient organisation
- Recipient organisations will be required to complete a project acquittal form
- The total amount granted would be GST inclusive.
- A two-year initial period would allow council to assess the success of the program and not commit the Council beyond a total amount of up to \$1m
- The program would only operate in the event that RWCC has enjoyed a favourable financial result (that is, an operating surplus exceeding \$2m in the financial year two years prior to the year of the operation of the Fund)
- In conjunction with the above, RWCC would have created an internal reserve as part of the finalisation of the Council Statements for financial year ending two years prior to the program
- The program would only be available for projects in towns that are serviced by Riverina Water
- This amount would be in addition to the annual amount of \$41,000 that is distributed in accordance with Council’s current sponsorship policy.
- Council has commenced discussions with WWCC in relation to their subscription to the “Smartygrants” software and partnering with WWCC to use the software to manage the grant making process.

Council has commenced recruitment to the newly created position of Community Engagement Officer and expects to have a person in that position in early August this year. This position will be responsible for working with the general manager to set up the framework for the successful operation of the Program. It is proposed that work on the guidelines, eligible criteria, application forms, assessment criteria and acquittal forms will commence later in 2018 with view to seeking applications for the funds in February and March 2019. The assessment panels would meet in May 2019 to consider the applications and a report presented to the June meeting of the Board. Funds would be made available in July 2019.

14. RWCC SPONSORSHIPS

RECOMMENDATION that the advice from the General Manager regarding sponsorships by RWCC for the year 2017/2018 be noted.

Riverina Water County Council has for a number of years sponsored various community groups/events.

Council's Sponsorship Policy requires that the general manager report on sponsorships made on an annual basis.

A copy of sponsorships for 2017/2018 follows: -

It should be noted that some of these sponsorships are once off assistance, including:

Australian Clay Target Association	Refund Developer Servicing Charge	\$53,516
Bidgee Dragons Abreast	Perpetual Trophy	\$ 350
Urana Free Flight Aviary Committee	Sponsorship towards construction costs	\$ 3,000
Immune Deficiency Foundation	2017 World Festival of Magic	\$ 600
Lockhart Shire Council	Sponsorship of Water Tower Mural	\$ 3,000
Morundah Country Hope Appeal	Sponsorship of Raffle Prize	\$ 177
Riverina Monaro & Holden Car Club	Sponsorship of 2017 Wagga Classic	\$ 100
Total		<u>\$60,743</u>

The remainder have been more of an ongoing arrangement as appear below:

Bidgee Dragons Abreast	Sponsorship 2017 Dragon Boat Challenge	\$1,000.00
Charles Sturt Foundation	Annually Funded Scholarship 2018	\$4,500.00
Henty Bowling Club	Sponsorship 2018 Invitation Triples	\$ 200.00
Henty & District Lifestyle Centre	Sponsorship 2017/2018	\$ 180.00
Henty Show Society Inc.	Sponsorship 2017 Show	\$1,000.00
Koorringal High School	Sponsorship of student to UN Youth Event	\$1,000.00
Kurrajong Waratah	Membership 2017/2018	\$ 200.00
Kurrajong Waratah	2018 Gold Cup	\$3,000.00
Kurrajong	Christmas Spectacular 2017	\$1,500.00
Lillier Lodge - Wagga Wagga	Subsidise Water Account (flat rate)	\$ 784.55
Lockhart Bowling Club	Sponsorship of 2018 Club Championship	\$ 300.00
Lockhart Golf Club	Sponsorship 2017 Annual Men's Tournament	\$ 500.00
Murrumbidgee Rotary Club	Sponsorship 2018 Science & Engineering Challenge	\$2,000.00
Oaklands Truck Show Inc.	Sponsorship 2018 Truck Show	\$2,272.73
Riverina Summer School of Strings	Sponsorship 2017/18	\$2,500.00
Rotary Club of South Wagga Inc.	Sponsorship 20th Annual Golf Day	\$ 300.00
Rotary Club of South Wagga Inc.	Sponsorship of Circus Quirkus 2018	\$ 545.46

The Rock Show Society Incorporated	Sponsorship 2017 Show	\$1,000.00
The Rock Men's Shed	Fit out of Club Rooms and floor coverings	\$2,000.00
Urana Vintage Machinery Club	Sponsorship of 2017 Show	\$1,000.00
Uranquinty Progress Assoc.	Sponsorship Xmas Celebrations 2017	\$ 500.00
Wagga School of Arts Community	Sponsorship of Play Festival 2018	\$1,250.00
Wagga Wagga Country Club	Sponsorship of 2018 Pro Am	\$ 900.00
		\$28,432.74

Council has sponsored events during 2017/8 that total \$88,176.74. When the contribution to the Australian Clay Target Association is removed, the amount reduces to \$34,660. Council's budget for 2017/18 is \$89,500 and in 2018/19 has been increased to \$65,000 which includes \$25,000 for the Fusion three-year sponsorship.

15. WATER AUSTRALIA MEMBERSHIP

RECOMMENDATION: That Council become a gold member of WaterAid and that the cost of membership be reflected in the 2018/19 Delivery Plan at the September 2018 Quarterly Budget Review.

Background:

Wateraid Australia

Wateraid Australia is a collaboration between the water industry and the international aid sector to provide access to clean water, basic decent sanitation (toilets) and good hygiene to some of the world's poorest people. WaterAid provides corporate engagement through different membership levels: silver; gold; and platinum. The program benefits are outlined below.






































	Silver \$10,000	Gold \$20,000	Platinum \$40,000
Opportunities for a WaterAid Internship			
An invitation to a WaterAid Board hosted event			
CEO presentation to your Board and executive team			
Invitation to attend supporter tours and project visits			
Invitation to a special water sector networking event			
Promotion of company logo at external water industry events			
Colour logo featured in the WaterAid Annual Report			
Nomination and election of Board positions and voting rights			
Invitation to participate in WaterAid's annual employee engagement program, Water Innovators			
Annual presentation at your workplace			
Presentation of a framed WaterAid art piece for your boardroom			
Full colour logo recognition on the WaterAid Australia website			
Public recognition for your WaterAid member enhanced by a specially designed membership logo for your use			
Recognised in WaterAid's annual report			
Certificate of recognition for membership			

Table: Benefits of different membership categories.

Benefits to Council:

Employee benefits.

WaterAid membership provides opportunity for staff development and networking between water industry organisations. Member organisations participate in the Winnovators Global Challenge, where organisational teams are tasked with solving a real-world water, sanitation or hygiene problem. The global overall winner gets the opportunity to visit the international country to see their idea implemented.

Employees can also get involved in their own fundraising activities to donate to WaterAid. Membership of WaterAid by Riverina Water would allow opportunities for staff development as well as contributing to improving the quality of life of poorer communities. There is also the “feel good” value generated with staff, the feeling that they are part of an organisation that cares and proactively doing something to help provide aid for suffering people and contributing to the provision of clean water and hygiene in poor communities that can’t help themselves.

Organisation benefits

Council’s vision includes the ideals of being an industry leader, and a model corporate citizen including the values of respect, integrity and sustainability. Model corporations in the contemporary era have an altruistic approach to involvement in charitable organisations that do work for less fortunate communities. In the vast majority of cases this is both altruistic in the pure sense, with the added benefit of creating an ongoing positive image for the organisation.

The leaders in our industry are all involved in a partnership with not for profit (NFP) organisations. Some of our peers that are members of WaterAid include Yarra Valley Water, City West Water, Sydney Water, Hunter Water, Central Highlands Water, Barwon Water, Coliban Water, Gippsland Water, SeqWater, Goulburn Valley Water, Shoalhaven Water and many others. WaterAid is the largest and most effective NFP of its type in Australia providing clean water and sanitation to poor communities around the world, and is an organisation that aligns with the values that Council aspire to.

Membership of WaterAid would positively raise the profile of Council, both with our community and in the water industry in general.

Financial consideration:

Gold membership is \$20,000 per year. This membership fee is not simply a donation, but includes advertising and promotion at a number of water industry events and publications. Along with the opportunity for staff to participate in the Water Innovators engagement program.

The membership fees for WaterAid would be funded from the annual operating budget.

16. POLICY 2.03– PESTICIDE USE NOTIFICATION PLAN

RECOMMENDATION:

That Council:

- (a) Endorse draft Policy 2.03 Pesticide Use Notification Plan that is to be placed on public exhibition from 9 June to 10 July 2018 and invite public submissions on the draft policy during that period.
 - (b) Receive a further report following the public exhibition and submission period:
 - (i) Addressing any submissions made in respect of the proposed Policy 2.03 Pesticide Use Notification Plan
 - (ii) Proposing adoption of the Policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period.
-

In June 2007 a policy was adopted to guide Council staff in the public notification of pesticide use within the county council area.

This policy was updated in 2012 and 2014 in accordance with requirements of the then Pesticide Regulation 2009 and reviewed again in 2016. The Pesticides Regulation 2017 has now been enacted requiring a further review of the Policy

The aim of the Policy is to meet the community's right to know about pesticide applications made to outdoor public places that are controlled/used/managed or owned by Council. The plan allows members of the community to take action to avoid contact with pesticides. The methods that Council implements under this plan are designed to have minimal impact on the local environment.

The proposed amendments are minor in nature and highlighted in the attachment to this report.

- ***Draft Policy 2.3 Pesticide Use Notification Plan***

PESTICIDE USE NOTIFICATION PLAN			
POLICY REFERENCE NUMBER:			POL 2.3
Original publication date 24 TH August 2011 Min. No.11/94			
Revision number	Issue Date	Council resolution	Council meeting date
1	07/2007	07/45	July 2007
2 (update of format and dates only)	15/5/2012		
3	18/6/2014	14/67	25/06/2014
4	22/6/2016	16/85	22/6/2016
This document is to be reviewed every four years. Next review date: June 2020			
RESPONSIBLE OFFICER			General Manager

PESTICIDE USE NOTIFICATION PLAN

INTRODUCTION

This *Pesticide use Notification plan* has been prepared in accordance with the requirements of the 'Pesticides Regulation 2009¹⁷'. The plan sets out how Council will notify members of the community of pesticide / herbicide applications it makes or allows to be made in public places that it has access to.

Riverina Water County Council is a water supply authority that supplies drinking water to a number of Local Government areas including the City of Wagga and the Shires of Greater Hume, Lockhart and Urana, which includes the towns of Uranquinty, Ladysmith, Tarcutta, Yerong Creek, Mangoplah, Humula, Henty, Morven, Ralvona, Holbrook, Woomargama, Culcairn, Walla Walla, Walbundrie, Rand, Oaklands, Pleasant Hills, Urana, The Rock, French Park, Milbrulong, Lockhart, Boree Creek, Morundah, Bulgary, Currawarna, Collingullie, The Gap, Brucedale, Oura and rural areas. There are over 27,000 customer connections within the 15,500 sq km served.

AIM

The aim of this plan is to meet the community's right to know about pesticide applications made to outdoor public places that are controlled / used / managed or owned by Council. This plan allows members of the community to take action to avoid contact with pesticides and the methods Council implements is designed to have minimal impact on the local environment.

PUBLIC PLACES COVERED BY THIS PLAN

Council proposes to use or allow the use of pesticides / herbicides in the following categories of outdoor public places that it has access to:

- Road verges and reserves;
- Road and rail easements accessible to the public;

It should be noted that Council uses pesticides / herbicides on land that has no potential for legal access so is not considered to be a public place. An example of this would be pipeline easement agreements between private land holders and Council.

The majority of pesticide use by Council consists of applying herbicides for weed control (primarily glyphosate) and the minor use of pesticides to control rodents and insects (primarily Rodex B and Solfac). Minor uses include applying pesticides to control certain insect pests within buildings and pits and baits to control rodents in and around buildings and pits.

NOTE: The use of pesticides (Rodex B & Solfac) is confined to buildings and pit areas owned and operated by Council and not open or accessible to the public.

PESTICIDE / HERBICIDE USE

<i>Public places</i>	<i>Regular user groups</i>	<i>Level of use of public place</i>	<i>Type of pesticide / herbicide use</i>
Road reserves	Motorists, the general public, employees and / or contractors etc	Variable and seasonal - low in remote areas but the possibility of medium to high use in urban areas	Herbicides, (glyphosate)
Road and rail easements accessible to the public	Motorists, the general public, employees and / or contractors etc	Variable and seasonal – Low usage	Herbicides, (glyphosate)

NOTIFICATION ARRANGEMENTS

Council's normal method of notification will be to have a sign on the vehicle (weed spraying) advising that pesticide use is occurring in combination with information on the pesticide being available from the operator upon inquiry.

In accordance with clause 240 (1) (h) of the Pesticides Regulation, the operator will be able to provide following information:

- the full product name of the pesticide to be used, and
- the purpose of the use, clearly setting out what pest or pests are being treated, and
- the date/s or date range of the pesticide use, and
- the places where the pesticide is being used, and
- contact details for a Council officer who can discuss the notice,
- any warnings regarding re-entry to or use of the place, -if specified on the pesticide product label.

Operators will also carry the safety data sheet (SDS) relating to the pesticide in use.

No notice will be given for pesticide uses entailing small amounts of domestic-type pesticide products normally available in supermarkets in aerosol cans, baits, wands or hand held spray bottles.

COMMUNITY INFORMATION

Council will advise the community of this plan and its contents by:

- Having a copy of the plan available for viewing, free of charge, in Councils Office at 91 Hammond Ave. Wagga Wagga, and
- Including a copy of the plan on Councils website.
(www.rwcc.com.nsw.gov.au)

FUTURE REVIEWS OF THE PLAN

This notification plan will be reviewed every 4 years or when circumstances require a review.

The review will be published on Councils website to allow submissions from interested parties, and if needed a revised plan prepared.

CONTACT DETAILS

Anyone wishing to contact Council regarding this Pesticide Use Notification Plan can do so by contacting;

The General Manager
Riverina Water County Council
91 Hammond Ave. Wagga Wagga. 2650
(PO Box 456)
Tel: 02 6922 0608
Fax: 02 6921 2241
e-mail: admin@rwcc.com.au



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Graeme Haley
GENERAL MANAGER

17. TENDER W.227 FOR DRILL AND BLAST THROUGH ROCK AT WILLANS HILL, WAGGA WAGGA.

RECOMMENDATION that Council consider the report “Tender W.227 for Drill and Blast Through Rock at Willans Hill, Wagga Wagga”, whilst the meeting is closed to the public, as it relates to commercial information the disclosure of which would prejudice the commercial position of the person who supplied it, as prescribed by Section 10A(2)(c) of the Local Government Act 1993.

18. TENDER W.127 RIVERINA WATER PEST CONTROL SERVICES 2018-2023

RECOMMENDATION that Council consider the report “Tender W.127 Riverina Water Pest Control Services 2018-2023”, whilst the meeting is closed to the public, as it relates to commercial information the disclosure of which would prejudice the commercial position of the person who supplied it, as prescribed by Section 10A(2)(c) of the Local Government Act 1993.

19. CONTRACT W.195 – WATER TREATMENT PLANT (WTP) CONTRACT VARIATION

RECOMMENDATION that Council consider the report “Contract W195 – Water Treatment Plant (WTP) Contract Variation”, whilst the meeting is closed to the public, as it relates to commercial information the disclosure of which would prejudice the commercial position of the person who supplied it, as prescribed by Section 10A(2)(c) of the Local Government Act 1993.

20. COUNCIL RESOLUTION SHEET

Council Resolution Sheet – Meeting held 27 June 2018				
Report Ref	Subject	Responsible Officer	Council Decision	Action Taken
Meeting held 12 December 2014				
14/190	Purchase of Land for Alternative Access to Hammond Ave	GM	That Council: 1) Purchase land for operational and access requirements in accordance with Section 187 of the Local Government Act 1993. 2) Delegate authority to the General Manager to negotiate the land purchase and sign the relevant sale documents. 3) Affix Council's Common Seal to documentation as required.	Negotiations continuing. Business Valuation completed. Additional investigations underway. Discussions resumed with Executive Team recently with a view to implementing the decision. Meeting with current owners on 6 July to progress the matter
Meeting held 26 October 2016				
16/208	Replacement of Low Level Reservoir Land Matters	DoE	That Council: 1) Purchase the land on Lot 22 DP 835331 for the replacement of Low Level reservoir (10MG) at Willans Hill. The area to acquire is approximately 11,250m2. Compensation estimated by OPTEON property group \$130,000.00 ex GST. 2) Lease the land on Lot 22 DP 835331 (adjacent to proposed acquisition area) for Low Level reservoir (10MG) replacement earthworks (for material storage) at Willans Hill. Lease on Approximate area of 9600m2 for 2 years. Lease amount per year estimated by OPTEON property group \$14,400.00 ex GST. 3) Delegate authority to the General Manager to negotiate the land purchase, lease, establishment of easements for the pipeline and access. 4) Affix Council's Common Seal to documents as required.	Proceeding with Council Resolution. Legal process ongoing. Earthworks 50% completed. Encountered some rock and as a consequence, Council has received tenders to undertake blasting. A separate report is in the business paper on this matter.
Meeting held 25 October 2017				
17/177	Feasibility of Incorporating the GHSC Water Function into RWCC Operations	DoE	That Riverina Water County Council advise Greater Hume Shire Council that it: 1) Would not support a proposal to incorporate the GHSC village water scheme into RWCC's existing operations 2) Would not support a proposal to incorporate the entire water supply operations of GHSC into RWCC's existing operations on the basis of	GHSC advised, awaiting response. Report on this matter in this business paper.

			postage stamp pricing 3) Would support a proposal to incorporate the Culcairn town water system into RWCC's existing operations. 4) The matter lay on the table until the constituent Council has had an opportunity to consider the report.	
Meeting held 28 February 2018				
18/12	New Board Room	GM	Council make provision in the 2018/19 Capital Works budget for the completion of the Board Room in the Stores Building and that the General Manager proceed with preparing an appropriate design and fit out, supported by an estimate of the works.	Report included in this business paper
18/10	Joint Organisations	GM	Council receive a further report on the formation of Joint Organisations following the proclamation of a Joint Organisation(s) in the Riverina Murray Planning region	Report is included in this business paper.
Meeting held 18 April 2018				
18/43	Sponsorship of Fusion Festival	GM	That Council sponsor the Fusion Multicultural Festival over a three-year period being 2018 to 2020 in the total amount of \$75,000 at \$25,000 each financial year.	A media release regarding the sponsorship has been prepared for release by WWCC on the 26 June (following the adoption of the WWCC 2018/19 Delivery Plan)

Yours sincerely



Andrew Crakanthorp
GENERAL MANAGER

DIRECTOR OF ENGINEERING'S REPORTS TO **COUNCIL MEETING**

1. WORKS REPORT COVERING APRIL 2018

RECOMMENDATION that this report be received and noted.

- *Works Report for April 2018*

DIRECTOR OF ENGINEERING'S REPORTS TO JUNE 2018 COUNCIL MEETING

24th May 2018

1 WORKS REPORT COVERING APRIL 2018

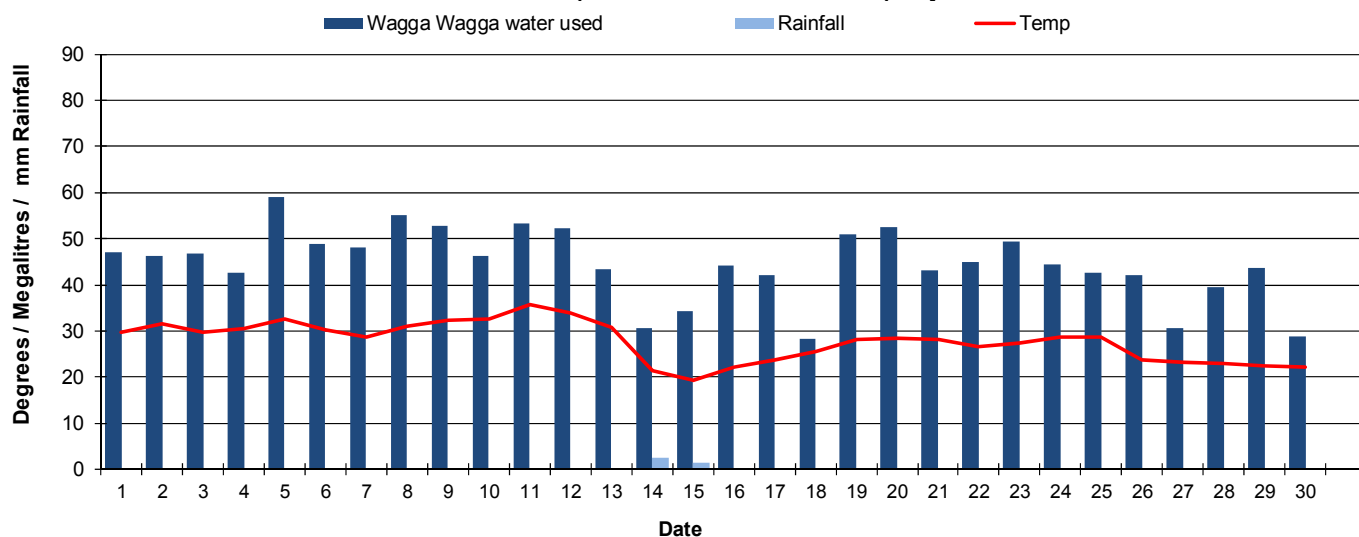
RECOMMENDATION: That this report be received and noted.

1.1 WATER SOURCED AND USED

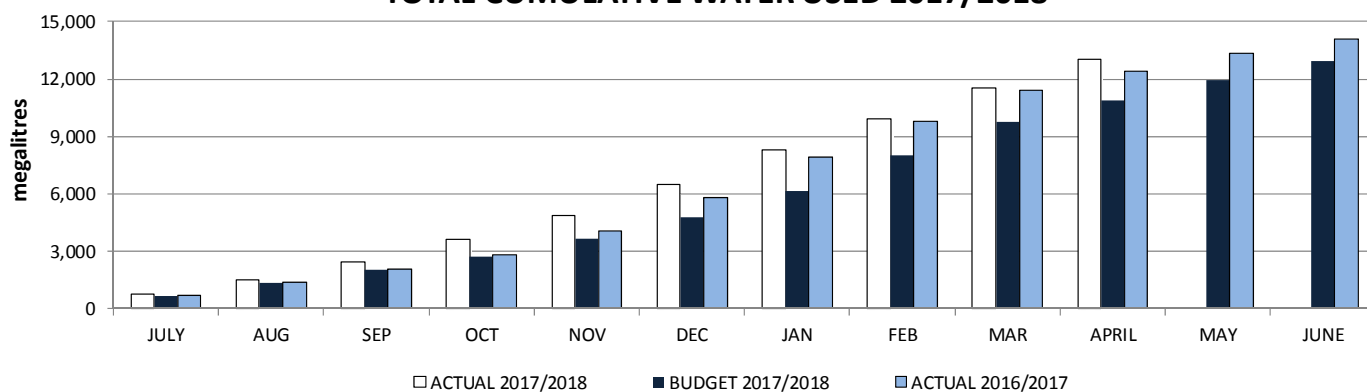
April	2016	2017	2018
Rainfall	10.8	31.6	4.0
Wet Days	4	7	3
WATER SOURCED April 2018 (MI)			
North Wagga bores	186.27	230.09	253.47
West Wagga bores	458.73	420.24	478.44
East Wagga bores	98.88	571.57	178.22
Murrumbidgee River	176.92	0.00	610.82
SUB-TOTAL	920.80	1,221.90	1,520.95
Bulgary Bores	34.64	45.84	42.34
Urana Source	1.46	0.00	5.28
Ralvona Bores	15.68	19.17	22.55
Walla Walla Bores	8.20	21.38	9.15
Goldenfields Water Supply System	2.51	5.33	3.83
SUB-TOTAL	62.49	91.72	83.15
Woomargama	0.95	1.73	1.40
Humula	0.69	0.58	0.66
Tarcutta	3.49	3.23	4.24
Oura	0.17	3.09	4.20
Walbundrie/Rand	3.46	4.45	4.21
Morundah	0.77	0.72	0.97
Collingullie	5.51	6.39	7.74
SUB-TOTAL	15.04	20.19	23.42
TOTALS	998.33	1,333.81	1,627.52

WATER USED April 2018 (MI)			
	2016	2017	2018
East Bomen	26.00	28.14	29.79
Estella	84.16	71.75	120.51
North Wagga	90.66	56.46	58.34
Wagga Wagga – Low Level	180.23	132.58	228.60
Wagga Wagga – High Level	610.77	460.77	781.52
Wagga Wagga – Bellevue Level	72.55	62.15	55.66
SUB-TOTAL	1,064.37	811.85	1,274.42
Ladysmith System	6.61	3.48	7.17
Brucedale Scheme	24.22	23.04	33.15
Currawarna Scheme	12.58	12.14	19.21
Rural south from Wagga Wagga	121.10	115.79	92.52
Rural from Walla Walla Bore	21.38	0.00	9.15
Bulgary, Lockhart and Boree Creek	25.98	14.41	24.12
From Boree Crk to Urana and Oaklands	20.71	19.12	24.31
Holbrook	19.17	15.73	22.55
SUB-TOTAL	251.75	203.71	232.18
Woomargama	1.73	1.30	1.40
Humula	0.58	0.72	0.66
Tarcutta	3.23	3.63	4.24
Oura	3.09	4.07	4.20
Walbundrie/Rand	4.45	2.92	4.21
Morundah	0.72	0.91	0.97
Collingullie	6.39	4.21	7.74
SUB-TOTAL	20.19	17.76	23.42
TOTALS	1,336.31	1,033.32	1,530.02

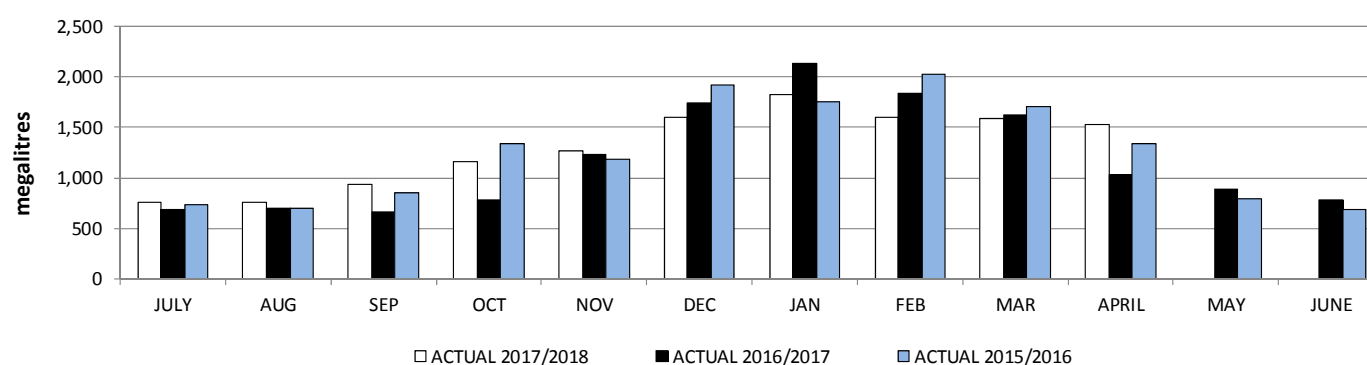
DAILY WATER USED, WAGGA WAGGA, April 2018



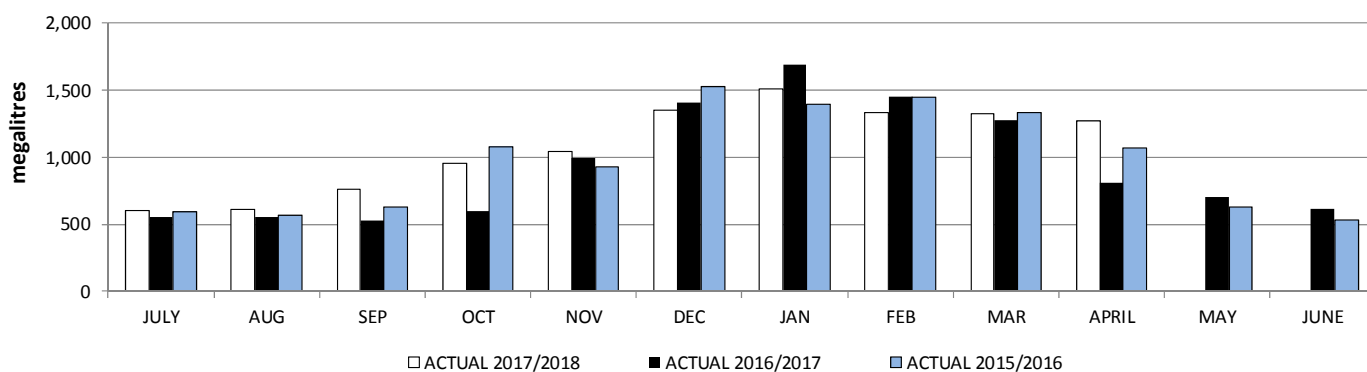
TOTAL CUMULATIVE WATER USED 2017/2018



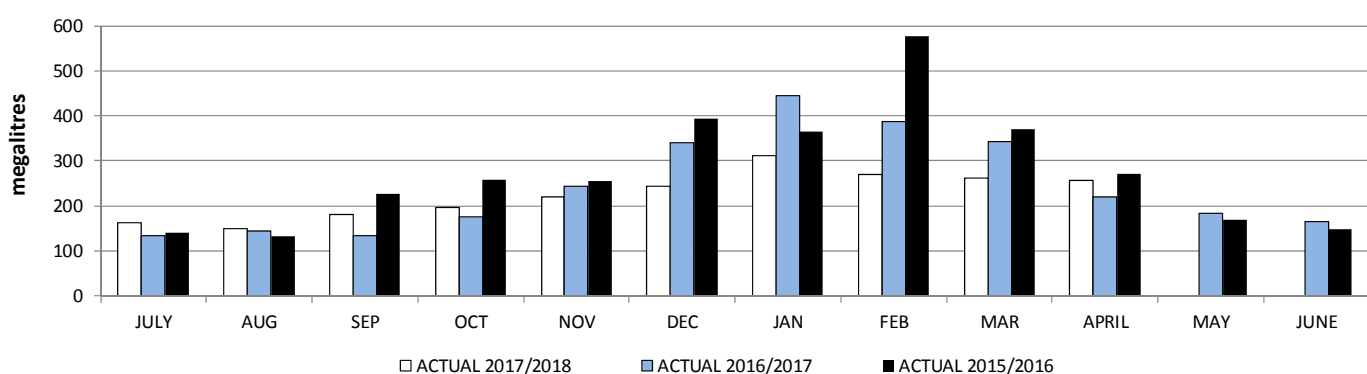
MONTHLY TOTAL WATER USED COMPARED TO PREVIOUS YEARS



MONTHLY WAGGA WATER USED COMPARED TO PREVIOUS YEARS



MONTHLY RURAL WATER USED COMPARED TO PREVIOUS YEARS



1.2 NEW SERVICE CONNECTIONS, REPAIRS, METERS, LOCATIONS & COMPLAINTS FOR THE MONTH OF APRIL 2018

Location	New Connect., Residential	New connect., Non Residential	Services Renewed	Services Repaired	Quality Complaints	Supply Complaints *	Customer dealings complaints	Other Complaints	Frost damage	Meter or Metercock fault	Leaking valves or hydrants	Locations
Wagga Wagga	26	1		35	2	7			1	47	7	4
Wagga Wagga	1			12		3				10		1
Forest Hill				1						2	2	
North Wagga				3								
Bomen						1						
Estella						1				1		
South Wagga												
Koorinal				2		1				11	1	1
Turvey Park				3						3		1
Lake Albert				6		1				7	3	1
Ashmont				2						3		
Tolland										2		
Mt Austin				2	2					4		
Bourkelands	3			1								
Glen Oak												
Tatton	1										1	
Glenfield										4		
Lloyd	2								1			
East Wagga		1										
Boorooma	10			3								
Gobbagombalin	9											
Oura						1				1		
San Isidore				4	3					3		
Tarcutta	1			1						1		
The Gap				1		1				2	1	
French Park				1								
Lockhart				1						1		
Pleasant Hills						1				1		
The Rock				2	1							
Yerong Creek				1								
Henty						1						
Holbrook						1				1		
Ralvona				1								
Morven				1								
Walla Walla	3									2		
Boree Creek					1							
Morundah				1								
Kapooka						1						
Urana				3		1						
TOTAL	30	1	0	51	7	14	0	0	1	59	8	4

1.3 WATER SYSTEM REPAIRS

WAGGA WAGGA								
Date	Location	Town	Main Type	Cause	Live Repair	Outage Duration Time	Customers Affected (no supply)	Water Lost KI
26	Mitchell/Silverwood	Lake Albert	100 CI	Pipe Failure (not	No	5:00	0	20
1	Tulosa & Balmoral	Lake Albert	100 AC	Pipe Failure (not	No	2:00	0	2
24	Plumpton Rd 92-94	Wagga	80 PVC	Pipe Failure -	Yes		0	10
TOTALS						7:00	0	32
Total Breaks – 3			Breaks needing shut off -		2	Breaks affecting customers – 0		

RURAL								
Date	Location	Town	Main Type	Cause	Live Repair	Outage Duration Time	Customers Affected (no supply)	Water Lost KI
5	The rock-narrendera rd	Bulgary	225 DI CL	Pipe Failure -	No	3:00	0	34
13	Holbrook rd	Morven	150 CI	Pipe Failure -	No	3:00	3	7
16	Pleasant hills rd	Pleasant Hills	80 PVC	Pipe Failure -	No	31:10	0	89
18	Pleasant hills rd	Pleasant Hills	63 PE	Pipe Failure -	No	3:00	0	6
23	Tumbarumba Rd	Ladysmith	200 AC	Pipe Failure -	No	2:30	2	50
29	Lockhart The Rock Rd	Tootal	200 DI CL	Tree Roots	No	4:30	20	0
29	Bakes Lane	Pleasant Hills	40 PVC	Tree Roots	No	1:00	1	0
18	Bond st	Holbrook	100 AC	Accidental	No	2:30	0	10
8	Lockhart rd	Milbrulong	40 PVC	Pipe Failure -	Yes		0	32
22	3 ELM ST	Henty	75 AC	Pipe Failure (not	Yes		0	0
27	8 South St	Henty	100 AC	Pipe Failure (not	Yes		0	0
30	61 Urana St	Lockhart	100 AC	Tree Roots	Yes		0	0
TOTALS						50:40	26	228
Total Breaks – 12			Breaks needing shut off -		8	Breaks affecting customers – 4		

1.4 WATER QUALITY COMPLAINTS

Water quality complaints received during April 2018 were:

Date	Location	Problem	Action Taken
3/04/2018	Coliton' Boree Ck Rd, Boree Ck	Filter on house blocking up	Explained that 0.1µm filter is too fine
16/04/2018	4 Quail St, Mt Austin	Water smells	Flushed all taps
18/04/2018	2 Cummins Dr, San Isidore	Very muddy water	Flushed mains till turb <5NTU
14/04/2018	6 Eugene Ave, San Isidore	Regular replacement of all water appliances	WQ within ADWG at house, street & mains. Reason unknown
24/04/2018	21 Coleman St, Mt Austin	Dirty water in kitchen	Found old gal pipe under house leading to kitchen. Plumber to replace
26/04/2018	Mardale' The Rock/Lock Rd, The Rock	Air	Flushed mains.

1.5 MAINS CONSTRUCTIONS

1.5.1 MAINS EXTENSIONS AND NEW WORKS

New water mains laid during April 2018 include:

LOCATION	PROJECT	100		200	300
		OPVC	DICL	OPVC	OPVC
Estella Rise Stage 4	New Sub-division		36		228
Lloyd Stage 7	New Sub-division	481			
Lloyd West 4	New Sub-division	334			
CSU Urana St	New Sub-division	174		12	
	TOTAL	989	36	12	228

1.5.2 REPLACEMENT OF EXISTING MAINS

Mains replaced during April 2018 include:

LOCATION	PROJECT	200	
		OPVC	DICL
The Rock to Milburlong	Mains Replacement	5674	36
	TOTAL	5674	36

1.6 OTHER CONSTRUCTION

Other construction works during April 2018 include:

LOCATION OR PROJECT	WORK DONE
West Wagga Bore Lines	Cut in 450mm Scours

1.7 MAJOR REPAIRS / OVERHAULS

Major repairs/overhauls during April 2018 include:

LOCATION OR PROJECT	WORK DONE
West Wagga Bores- Rising main	Scour bore lines

1.8 WATER FILLING STATION ACTIVITY

Water Filling Station activity during April 2018 include:

LOCATION	NUMBER OF FILLS
Bomen Hereford Street	86
Estella Farrer Road	146
Forest Hill Elizabeth Avenue	44
Glenfield Red Hill Road	139
Henty Olympic Way	40
Holbrook Millswood Road	39
Lake Albert Plumpton Road	190
Lockhart Napier Road	30
Pleasant Hills Manson Street	14
The Rock	2
Yerong Creek Finlayson Street	8

1.9 STAFF TRAINING & SAFETY

The following training and/or safety activities were undertaken during April 2018:

Training or Programme	Number of Staff
Leadership & MGMT CIV	13
WIOA Conference - Tamworth	4
Dangerous Goods Renewal	1

1.10 FLEET DISPOSALS

No fleet disposals made during April 2018.

1.11 FLEET ACQUISITIONS

No fleet acquisitions made during April 2018.



Bede Spannagle
DIRECTOR OF ENGINEERING

2. WORKS REPORT COVERING MAY 2018

RECOMMENDATION that this report be received and noted.

- *Works Report for May 2018*

DIRECTOR OF ENGINEERING'S REPORTS TO JUNE 2018 COUNCIL MEETING

20th June 2018

1 WORKS REPORT COVERING MAY 2018

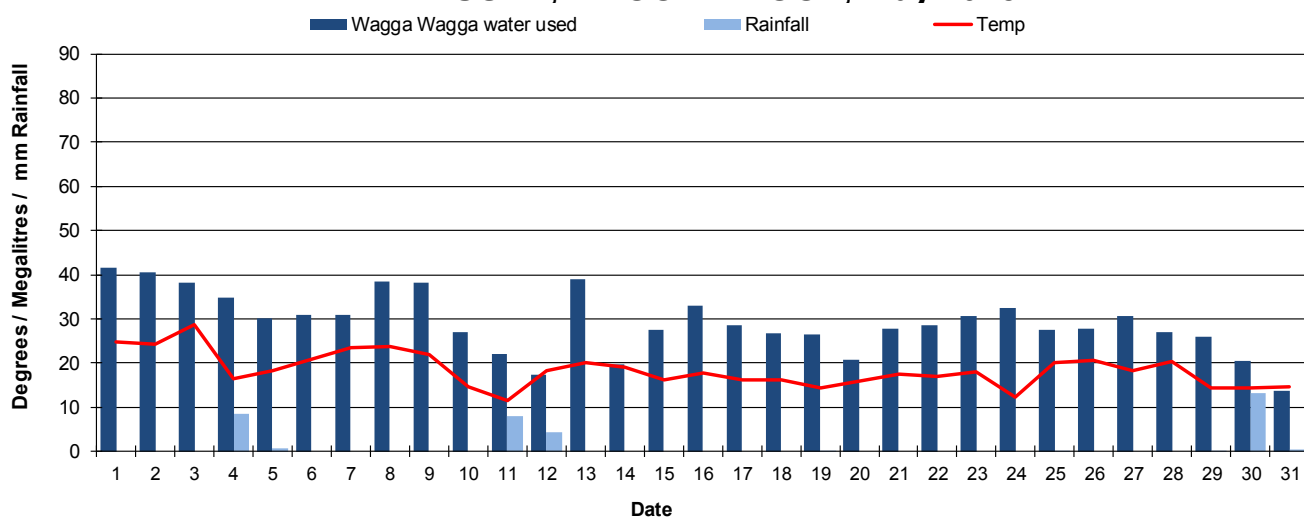
RECOMMENDATION: That this report be received and noted.

1.1 WATER SOURCED AND USED

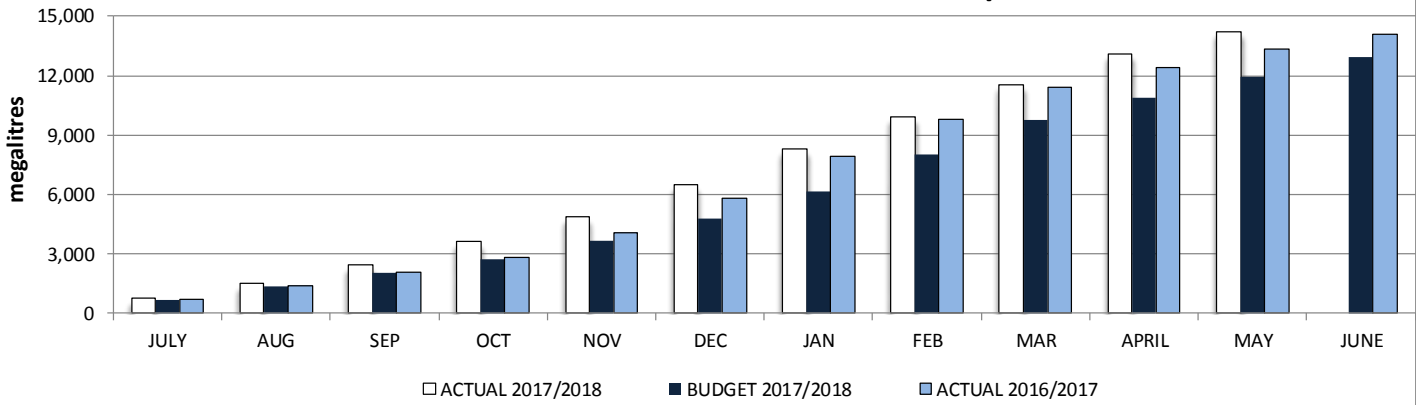
May	2016	2017	2018
Rainfall	109.8	20.2	35.8
Wet Days	14	6	9
WATER SOURCED May 2018 (MI)			
North Wagga bores	155.09	174.67	202.70
West Wagga bores	191.29	326.95	430.20
East Wagga bores	392.59	326.20	314.89
Murrumbidgee River	0.00	0.00	0.00
SUB-TOTAL	738.97	827.82	947.79
Bulgary Bores	29.92	25.85	27.33
Urana Source	0.98	0.00	0.00
Ralvona Bores	14.18	14.58	16.67
Walla Walla Bores	0.00	0.00	0.00
Goldenfields Water Supply System	4.81	3.14	2.43
SUB-TOTAL	49.89	43.57	46.43
Woomargama	1.17	0.94	1.45
Humula	0.72	0.72	0.37
Tarcutta	2.26	2.34	3.00
Oura	2.10	5.17	2.38
Walbundrie/Rand	3.02	3.17	2.42
Morundah	0.49	0.65	0.48
Collingullie	3.73	3.11	4.54
SUB-TOTAL	13.49	16.10	14.64
TOTALS	802.35	887.49	1,008.86

WATER USED May 2018 (MI)			
	2016	2017	2018
East Bomen	25.77	25.45	27.92
Estella	51.98	57.56	67.39
North Wagga	56.16	66.44	76.20
Wagga Wagga – Low Level	118.91	126.04	157.28
Wagga Wagga – High Level	333.54	380.72	413.53
Wagga Wagga – Bellevue Level	44.16	43.77	51.20
SUB-TOTAL	630.52	699.98	793.52
Ladysmith System	2.05	4.57	2.46
Brucedale Scheme	18.37	20.36	20.12
Currawarna Scheme	9.83	10.01	10.92
Rural south from Wagga Wagga	79.00	92.52	115.59
Rural from Walla Walla Bore	0.00	0.00	0.00
Bulgary, Lockhart and Boree Creek	17.58	6.89	10.91
From Boree Crk to Urana and Oaklands	13.94	19.46	17.01
Holbrook	14.18	14.58	16.67
SUB-TOTAL	154.95	168.39	193.68
Woomargama	1.17	0.94	1.45
Humula	0.72	0.72	0.37
Tarcutta	2.26	2.34	3.00
Oura	2.10	5.17	2.38
Walbundrie/Rand	3.02	3.17	2.42
Morundah	0.49	0.65	0.48
Collingullie	3.73	3.11	4.54
SUB-TOTAL	13.49	16.10	14.64
TOTALS	798.96	884.47	1,001.84

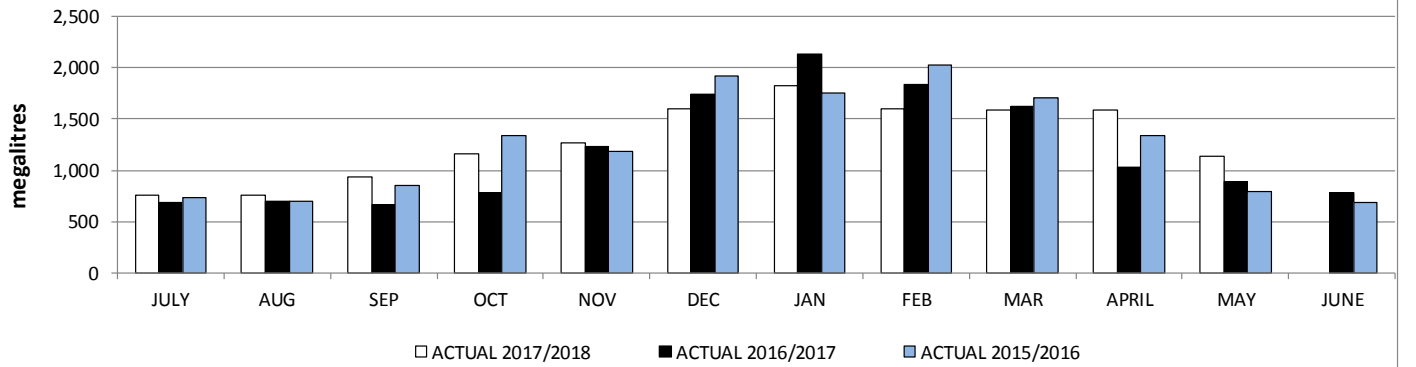
DAILY WATER USED, WAGGA WAGGA, May 2018



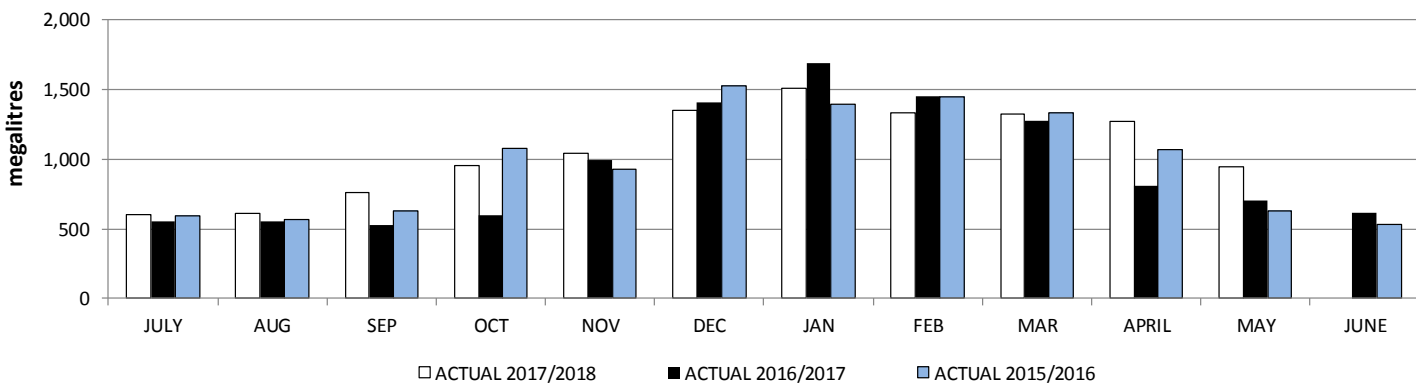
TOTAL CUMULATIVE WATER USED 2017/2018



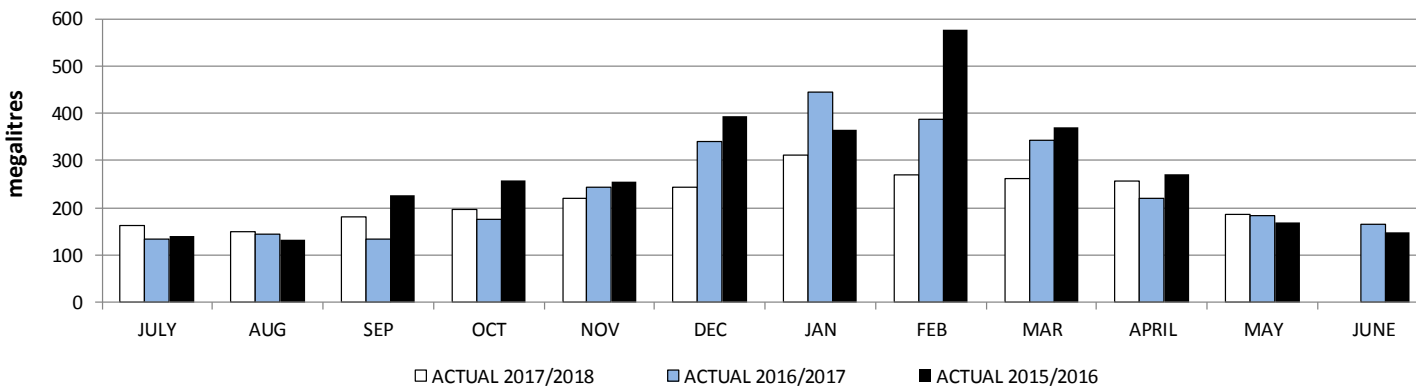
MONTHLY TOTAL WATER USED COMPARED TO PREVIOUS YEARS



MONTHLY WAGGA WATER USED COMPARED TO PREVIOUS YEARS



MONTHLY RURAL WATER USED COMPARED TO PREVIOUS YEARS



1.2 NEW SERVICE CONNECTIONS, REPAIRS, METERS, LOCATIONS & COMPLAINTS FOR THE MONTH OF MAY 2018

Location	New Connect., Residential	New connect., Non Residential	Services Renewed	Services Repaired	Quality Complaints	Supply Complaints *	Customer dealings complaints	Other Complaints	Frost damage	Meter or Metercock fault	Leaking valves or hydrants	Locations
Wagga Wagga	28		8	27	10	2				33	7	4
Wagga Wagga			2	7	4	2				11		2
Forest Hill	1		1	1	1					3		
Estella	4		1	2						2		
South Wagga												
Koorinal	2			2	2					3	2	1
Turvey Park	1		2	5	1					2		1
Lake Albert				1						4	2	
Ashmont				4	1					1		
Tolland										1		
Mt Austin			1	2						1	2	
Bourkelands	3				1					2		
Glenfield			1							1	1	
Lloyd	4			1						2		
Springvale	1			1								
Boorooma	3			1								
Gobbagombalin	8											
Gumly Gumly	1											
Humula				2						1		
Ladysmith				1		1						
Oura										1		
San Isidore			1	1						1		
Tarcutta										1	1	
The Gap				1								
Collingullie				1								
Lockhart										2		
Pleasant Hills				1		1						
The Rock	1			1	1	1				2		
Henty	1									2		
Holbrook	1			2					1	2		1
Ralvona				1								
Walla Walla						1						
Woomargama										1		
Oaklands			1	1								
Kapooka						2						
Urana				2								
TOTAL	31	0	10	40	11	8	0	0	1	46	8	5

1.3 WATER SYSTEM REPAIRS

WAGGA WAGGA								
Date	Location	Town	Main Type	Cause	Live Repair	Outage Duration Time	Customers Affected (no supply)	Water Lost KI
3	3-5 Bellview Parade	Wagga Wagga	150 AC	Tree Roots	No	4:30	0	10
6	556 Koorungal Road	Koorungal	100 AC	Pipe Failure (not specified)	No	2:00	0	10
16	84 Jasmin Crescent	Lake Albert	100 AC	Pipe Failure (not specified)	No	4:30	80	10
19	38 Phillip Avenue	Mt Austin	100 AC	Pipe Failure (not specified)	No	3:30	40	10
26	18 Mullagah Street	Wagga Wagga	100 BPVC	Pipe Failure (not specified)	No	2:00	0	10
TOTALS						16:30	120	50
Total Breaks – 5				Breaks needing shut off -	5	Breaks affecting customers – 2		

RURAL								
Date	Location	Town	Main Type	Cause	Live Repair	Outage Duration Time	Customers Affected (no supply)	Water Lost KI
3	Holbrook Road	Ralvona	50 PVC	Pipe Failure - Ground Movement	No	1:00	4	5
8	Cambournes Lane	The Gap	25 PVC	Pipe Failure (not specified)	No	0:30	4	10
20	Olympic Highway	Henty	200 AC	Pipe Failure - Ground Movement	No	7:00	150	87
25	Carson Street	The Rock	100 BPVC	Pipe Failure - Ground Movement	No	2:00	0	12
5	The Rock -Lockhart Road	Lockhart	200 AC	Pipe Failure (not specified)	Yes		0	20
9	13 Wenke Street	Walla Walla	100 AC	Pipe Failure - Ground Movement	Yes		0	8
9	13 Wenke Street	Walla Walla	100 AC	Tree Roots	Yes		0	10
21	Pleasant hills Road	Pleasant Hills	40 PE	Pipe Failure - Ground Movement	Yes		0	6
23	Purtell Street	Morven	100 AC	Pipe Failure - Ground Movement	Yes		0	5
TOTALS						10:30	158	163
Total Breaks – 9				Breaks needing shut off -	4	Breaks affecting customers – 3		

1.4 WATER QUALITY COMPLAINTS

Water quality complaints received during May 2018 were:

Date	Location	Problem	Action Taken
2/05/2018	Rock-Lockhart Rd, The Rock	Dirty water	Flush main & service
4/05/2018	36 Walana cres, Koorungal	Dirty water	Flushed service
4/05/2018	27 Bedervale St, Bourkelands	Strong chlorine	Cl turb. Within ADWG
4/05/2018	3 Wilks Ave, Koorungal	Cloudy, strong smell	Phoned- had rectified
5/05/2018	20 Wilks Ave, Koorungal	Cloudy water	Flushed service
9/05/2018	9 Docker St, Wagga	Dirty water	Flushed service
15/05/2018	167 Docker St, Wagga	Strong chlorine	Chlorine within ADWG
17/05/2018	38 Hodson St, Turvey Park	Strong chlorine	Chlorine within ADWG
23/05/2018	3 Talbot Pl, Tatton	Dirty water	Flushed service
25/05/2018	32 Broad St, Wagga	Dirty water	Flushed service
26/05/2018	12 Lampe Ave, Wagga	Dirty water	Flushed service
26/05/2018	32 Broad St, Wagga	Dirty water	Flushed service. Washing machine prob
30/05/2018	42 Paperbark Dr, Forest Hill	Bad taste	Chlorine & turb within ADWG. New plumbing

1.5 MAINS CONSTRUCTIONS

1.5.1 MAINS EXTENSIONS AND NEW WORKS

New water mains laid during May 2018 include:

LOCATION	PROJECT	100		200
		OPVC	DICL	OPVC
Estella Rise Stage 4	New Sub-division	330		
CSU Urana St	New Sub-division	97		56
Lloyd Stage 3	New Sub-division		16.5	
	TOTAL	427	16.5	56

1.5.2 REPLACEMENT OF EXISTING MAINS

Mains replaced during May 2018 include:

LOCATION	PROJECT	100	200	
		DICL	OPVC	DICL
The Rock to	Mains Replacement		3818	24
Milburlong				
Broad Street	Mains Replacement	264		
	TOTAL	264	3818	24

1.6 OTHER CONSTRUCTION

Other construction works during May 2018 include:

LOCATION OR PROJECT	WORK DONE
Broad Street	26 Service replacements
Moorong Street & McNickle Rd	Cut in 3 x Scours on bore main
Glenfield Wagga	Ice pigging
Rainbow Drive	100mm Fire Service

1.7 MAJOR REPAIRS / OVERHAULS

Major repairs/overhauls during May 2018 include:

LOCATION OR PROJECT	WORK DONE
Glen Oak Pump Station	Remove,overhaul and recommission pumps 1 & 2
Tarcutta WTP	Remove,overhaul and recommission manganese filter pump #2
North Wagga Aeration	Drain,clean and recommission
Ralvona Aeration	Drain, pressure wash and recommission Aeration #2
Bulgary	Repair damaged communication cable
Wagga Waterworks	Replace chlorine analyser pump and commission
Chlorine auto valves x 6	Refurbished

1.8 WATER FILLING STATION ACTIVITY

Water Filling Station activity during May 2018 include:

LOCATION	NUMBER OF FILLS
Bomen Hereford Street	28
Estella Farrer Road	96
Forest Hill Elizabeth Avenue	10
Glenfield Red Hill Road	62
Henty Olympic Way	26
Holbrook Millswood Road	24
Lake Albert Plumpton Road	76
Lockhart Napier Road	62
Pleasant Hills Manson Street	16
The Rock	29
Yerong Creek Finlayson Street	5

1.9 STAFF TRAINING & SAFETY

The following training and/or safety activities were undertaken during May 2018:

Training or Programme	Number of Staff
Leadership & Mgmt CIV	12
APA - Safety Around Ngas	16
1st Aid Refresher	2
Procurement for LG	2
Contract MGMT Essentials	2
LGP Network Meeting	2
Magiq Training	25
Oz Water	3

1.10 FLEET DISPOSALS

Fleet disposals made during May 2018 are:

Vehicle Details					
Vehicle No	Description	Vehicle Type	Make & Model	Year	kms
345	Works	Wagon	Subaru Outback	2015	
101	Works	Truck	Hino Tipper	2014	




Disposal Details		
Vehicle No	Method	Price exc GST
345	Auction	\$19,318.18
101	Not sold yet	\$0.00

1.11 FLEET ACQUISITIONS

Fleet acquisitions made during May 2018 are:

New Vehicle Details					
Vehicle No	Tenders Received	Accepted Tenderer	Vehicle Type	Make & Model	Price exc GST
384	10	Jupitor Motors	Wagon	Subaru Outback Wagon	\$33,709
387	4	Thomas Brothers	Truck	Iveco 70C21	\$82,223

1.12 MAJOR CAPITAL PROJECTS PROGRESS

	- On track
	- Behind Schedule
	- Unlikely this Financial Year

MAJOR PROJECTS 2017/18 (> Over \$100,000) - May 2018

Description	2017/18 Budget	Actual & Committed to Date	Comments
MANAGEMENT			
Land & Buildings for Admin, Depot & Workshops			
Access, Parking and Landscaping			
Levee protection stage 2 Hammond Ave - Urban	\$1,097,658	\$1,112,129	Sheet piles scheduled to arrive in Geelong 22/7/2018. Installation tender recommendation to August meeting.
PLANT & EQUIPMENT			
IT Equipment			
Computer Equipment - Urban	\$162,500	\$132,125	
Working Plant & Vehicle Purchases			
Routine plant & vehicle replacements	\$975,000	\$945,913	
Telemetry & Control Systems Upgrade			
West Wagga WTP & Bores Control System Upgrade	\$106,965	\$112,476	Specification for hardware integration completed and purchase order issued for oustation's RTUs and radios that communicated via new Bomen Comms Repeater
Radio Communications Upgrade/Replacements/Improvements			
Radio Communication	\$388,225	\$67,895	Ongoing delays accessing Galore Hill Comms tower managed by NSW Police
SOURCES			
Bores-renew/refurbish/decommission			
Humula Well Replacement	\$180,000	\$0	Delays in arranging the drilling contractor and negotiations with property owner on prospective land acquisition. Current programme to commence in July 2018

TREATMENT PLANTS			
Treatment Plant Refurbishments			
WTP Stage 1 - Urban	\$6,929,062	\$3,919,455	See detailed report
Urana WTP replacement - Non-Urban	\$200,000	\$56,579	Earthworks completed early June.
Pump Stations Renewal/Refurbish/Upgrade			
West Wagga Shires pump upgrade - Urban	\$201,731	\$193,341	Completed
RESERVOIRS			
New/Replacement Reservoirs			
Main Low Level Reservoir 2x11ML Investigation & Design - Urban	\$504,000	\$432,662	Tenders have been invited following EOI for blasting work. Report to June Council. Blasting to be undertaken in July.
Glenoak Res 2 x 4.5ML - Investigate, design, land matters	\$100,000	\$69,132	Geotechnical investigations and report completed. Revised environmental reports submitted to WWCC for review.
Shires Reservoir Relocation - Non-Urban	\$2,560,333	\$930,038	Construction well underway and completion scheduled for end of July subject to weather.
MAINS, SERVICES & METERS			
MAINS			
System Improvements			
Broad St	\$120,000	\$0	Project complete, investigating costing error.
Reticulation for Developers (including other extensions)			
Reticulation for Developers - Urban	\$1,100,000	\$1,230,351	
Renew Reticulation Mains			
Renew Reticulation Mains - Non-Urban	\$100,000	\$43,028	
Renew Reticulation Mains - Urban	\$175,000	\$171,030	
Main St, Lake Albert - Urban	\$160,000	\$160,442	Completed

Renew Trunk Mains			
Southern Trunk - Highway to New Reservoir 1.8km 450mm DICL	\$400,000	\$370,373	Completed
Low & High Level Rising Mains from CWS	\$194,911	\$299,729	Completed
The Rock - Milbrulong BT Trunk Mains Replacement	\$1,600,000	\$1,173,975	
SERVICES			
Service Connections, new including Meters			
Service Connections, new - Urban	\$500,000	\$475,670	
Renew Services			
Renew Services - Urban	\$100,000	\$52,222	
METERS			
Water Meters Replacement			
Water meters replacement - Urban	\$130,000	\$117,674	



Bede Spannagle
DIRECTOR OF ENGINEERING

3. CONTRACT W195 – WATER TREATMENT PLANT (WTP) PROGRESS REPORT

RECOMMENDATION that Council receive and note these reports.

The rock revetment foundations are complete and the revetment well underway.

Concrete access stairs have been poured. Rehabilitation of the river bank has commenced.

The Raw Water pumps have been installed and will be commissioned in early July. This will allow the plant to be tested at full capacity.

The design and drawing for the Raw Water Lifting frame has been completed. Fabrication has commenced in RWCC's welding workshop. The Eilbeck Gantry crane is due to arrive on 16 July.

Coal has been installed in the three remaining filters and they have been chlorinated.

UGL have commenced rewiring the PLC in the filter block building. Plumbing defects have been rectified in the water quality testing area.

Two of the clear water pumps have returned to site and been reinstalled. The pumps were repainted to specification and mechanical seals have been installed (Variation 143 with CMR#11). The remaining four clear water pumps are due back on site at the end of June.

Pipework on the clear water pumps has been disassembled and flanges replaced to meet specification. Pipework has been successful pressure tested.

Conversion of Clarifier 2 to the Wastewater Holding tank has been completed with the removal of internal components.

Installation of Sludge transfer pump from the Thickener to Thickened Sludge Holding tank has commenced.

Sealing of roadworks has been completed.

Contract issues and variations

The RWCC and UGL project managers continue to meet weekly and are work through contractual issues.

RWCC and UGL are close to finalising the outstanding variations.

The contact Senior Executives have met to discuss the replacement of the Lamella Clarifiers and negotiations are ongoing.

The UGL project status reports issued since the last Council meeting are attached.

- *UGL Project Status report – April 2018*
- *UGL Project Status report – May 2018*



Bede Spannagle
DIRECTOR OF ENGINEER



PROJECT STATUS REPORT



April 2018

PROJECT:	Wagga Wagga WTP Upgrade
CLIENT:	Riverina Water County Council
CONTRACT NO.:	W195
UGL PROJECT NO.:	3200-0485
REPORT DATE:	2 nd May 2018
REPORT NO.:	32
PROJECT MANAGER:	Doug Anderson
PREPARED BY:	Doug Anderson

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1.0 SUMMARY

Project progress in April was focussed on the following activities:

Electrical works – dewatering building defects, general site defects, cable and equipment tags; test and quality documentation.

Raw Water Intake – Sheetpiles removed. Placement of rocks and gabions will continue through May.

Road works – asphalt has been completed, transitions to existing roads outstanding

Clearwater Pump Station Building – 1 x low and 1 x high level pumps have been removed from site for refurbishment, expected return early May

Lamella Clarifiers – Issues with sludge build up within the clarifiers are being investigated along with the discolouration/corrosion of the wetted parts.

Filters – Backwashing & chlorination of cells 1, 2 & 3 completed, final commissioning outstanding

Civil/plumbing - Civil has focussed on various drainage works; and remediation of defects.

Safety performance across the site continues to be well managed.

2.0 SCOPE OF WORK

The project scope of works is to replace the Wagga Wagga Water Treatment Plant (WTP) to provide additional process capacity and asset reliability to produce up to 55ML/day of water for the residents of Wagga Wagga.

3.0 HSSE

The total hours worked on the project this month were 4,498 hours. Subcontractor hours recorded on site were 3000. Total hours worked on the project to date is 247,147.

The following incidents occurred on site in April 2018.

Damage: Smooth drum roller compacting material for new road struck curve and storm water drain causing cracking to the new curve

Actions: Damage to curve be repaired

Injury: While drilling a hole in a stainless-steel plate with a drill, with the stainless-steel plate secured by vise grip when the plate slipped and struck the electrician index finger above the finger nail on his left hand causing a laceration. Electrician not wearing gloves as per SWMS

Actions: IP taken to Wagga Base Hospital for assessment index finger cleaned and 2 stitches inserted to close wound, also tetanus shot supplied. Electrician returned to work 17/4/2018 - discuss incident and site PPE requirement to wear suitable gloves for the work task.

Report Only: Wagga Mobile cranes and SPS sheet piling are performing the task of removing the coffer dam infrastructure from the Murrumbidgee river. The dogman secured a block of concrete (swift- lock attachment system) which had been between the inner and outer sheet pile walls of the coffer dam during the development of intake structure. The crane driver (200 ton mobile) moved the concrete block out of the coffer dam, when he

noticed in corner of this eye a person from another subcontractor that appeared to be within the crane landing zone. The crane driver stopped the crane slewing action of the crane but the concrete block been at the raised height that is required for the load be to clear the water intake structure swung and slightly touch the manufactured vibratory attachment point on end of boom of the SPS 50-ton excavator. (The excavator (SPS) are removing the sheet pile from the crane landing zone after the 10-meter sheet piles are removed to storage location) The personnel that the crane driver had viewed from the corner of his eye was not in the landing zone as 1st thought by the crane driver he was will outside the restricted work area; the concrete block was then lowered to the ground in the landing zone. Positive communication has been occurring between all personnel in coffer dam

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Looking towards May/June we will be focussed on the following:

- UGL Isolation procedure
- SWMS development by subcontractors
- Continuing training site personnel in UGL Utake 5 and HAZOB
- UGL Critical Risk Protocols all site personnel
- Continuing with Project Manager Monthly Safety Awards

The Safety Report for this month is contained in Appendix B.

4.0 RISK / CRITICAL ACTION AREAS

Summary of Top Risks at October: -

Risk Description	Potential Impact	Control Measures
Quality and specification issues	Impact to project efficiency and rate of completion Additional resources required for investigation and remedy. Subcontractor Impact to Client Relations and Perceptions	Ensure incoming inspections are completed with due diligence Engage with subcontractors & suppliers about prompt rectification of issues
Commissioning Program Overrun	Plant not ready for performance trial by the required date.	Install temporary raw water supply to lamella clarifier to provide a supplemental supply for summer demand
Raw Water Works Construction overrun	Constraint on commissioning activities	Plan and execute a temporary raw water supply utilizing the existing RWCC river pumps
Exceptional Inclement Weather	Delays associated with site inundation due to additional rainfall on site and rise in river levels.	Use construction methodologies which mitigate impacts.

5.0 CONTRACT/COMMERCIAL

5.1 Progress Claim

The table below summarises the progress to the 30th April.

WAGGA WAGGA WATER TREATMENT PLANT

Item No.	Schedule of Prices	Total Claim to date	
		% complete	Claim Value
1	Provision of Preconstruction Activities		
	Preconstruction Activities subtotal (1)	100%	
2	Provision of Project Management and Site Running Activities		
	Project Management Activities subtotal (2)	97%	
3	Complete all additional designs, where required		
	Design and Documentation subtotal (2)	100%	
4	Intake Works		
	Intake Works - General subtotal (3)	64%	
5	Raw Water Piping System		
	Raw Water Piping subtotal (4)	93%	
6	Lamella & Rapid Mix Tank		
	Lamella & Rapid Mix Tank subtotal (5)	100%	
7	Filters		
	Filters subtotal (7)	100%	
8	Filter Water Tank & Backwash		
	Filter Water Tank & Backwash subtotal (8)	100%	
9	Machinery Room		
	Machinery Room subtotal (9)	99%	
10	Clear Water Storage & Pumping System		
	Clear Water subtotal (10)	99%	
11	Aluminium Dosing Plant		
	Aluminium Dosing Plant subtotal (11)	100%	

12	PACL Dosing Plant		
	PACL Dosing Plant subtotal (12)	100%	
13	Caustic Soda Dosing Plant Facilities		
	Caustic Soda Dosing Plant subtotal (13)	100%	
14	Sodium Hydrochlorite Dosing Plant		
	Sodium Hydrochlorite Dosing Subtotal (14)	100%	
15	Polymer Dosing Plant		
	Polymer Dosing Plant subtotal (15)	100%	
16	Fluoride Dosing Plant		
	Fluoride Dosing subtotal (16)	100%	
17	Other Items		
	Other Items subtotal (17)	98%	
18	Electrical Items		
	Electrical subtotal (18)	98%	
19	Testing Demonstration Commissioning		
	Testing Demonstation and Commissioning (19)	27%	
20	Post Process Proving		
	Post Process Proving (20)	24%	
21	Sludge Handling & Dewatering System		
	Sludge Handling subtotal (19)	98%	
22	Other Options Accepted		
	Options subtotal (20)	100%	
23	Variations		
	Variations Subtotal	92%	

5.2 Variations

The table below provides a summary of the approved variations against the contract.

Variation No.	Title	Amount (\$ 000) Excl. GST	Status
VO01	Control System Design for fully networked plant	15	Approved
VO02	AC Road Surface	101	Approved
VO03	Future UV	21	Approved
VO04	Disabled Access	278	Approved
VO05	Aggressive Water Response	79	Approved
VO06	NSC02 – removal of Gyprock	5	Approved
VO07	Transformer supplied by principle	- 244	Approved
VO09	Chemical Dosing – Alum Storage	81	Approved
VO10	Switchboards additional spare capacity	8	Approved
VO11	Lamella plate capacity	45	Approved
VO12	Sewer pump station	5	Approved
VO13	Manual Penstocks on Clarifier Inlet	9	Approved
VO14	Increased bearing capacity in the filters	31	Approved
VO15	Waste in excavation NSC04 & NSC06	10	Approved
VO16	Asbestos in Levee	26	Approved
VO17	Warehouse Facility	- 18	Approved
VO18	Filter Gallery Trenches	41	Approved
VO19	Additional 25mm cover to Slab	8	Approved
VO20	Raw Water Intake	105 260	20A Approved 20B Approved
VO21	Material Compatibility Changes	- 17	Approved
VO23	Pits under existing centrifuge building - NSC10	8	Approved
VO24	Clear Water Pumps Mechanical Seal	1.5	Approved
VO25	Bomen Line	80	Approved
VO26	NSC11 Material Excavated under UGL Carpark	27	Approved
VO27	NSC12 Asbestos at Wash Water Holding Tank	3	Approved
VO29	Filter Water Overflow Changes	-80	Approved
VO30	Site Road Realignment	17	Approved
VO31	Roof Access Ladder to Centrifuge Building	14	Approved
VO33	Flowmeter Modbus Communications	22	Approved
VO34	Caustic Building Lighting Changes	3	Approved
VO36	Sludge Thickener Infill Slab	90	Approved
VO40	Street Light Fittings	9	Approved

VO43	S&I 4.8 to 9.6 Garnet Filter Media	86	Approved
VO44	Lamella Corrosion	-300	Approved
VO45	Concrete slab between filters and Lamella	1	Approved
VO46	NSC16 Remove Concrete Slab	4	Approved
VO49	Bore Water Pressure Line Changes	9	Approved
VO50	Filter Building Pop out Power Outlets	2	Approved
VO53	NSC17 Asbestos at A2 to A203	4	Approved
VO56	Rework External Chemical Delivery Pipework	15	Approved
VO73	Road Subgrade Replacement	26	Approved
VO140	Power Failure Alarm Modification	5	Approved
VO141	Raw Water Disassembly Frame Footings	2	Approved
VO142	Chemical Building Forklift Access Ramps	12	Approved
VO143	Conversion of Hi & Low Lift Pumps to Mechanical Seals	64	Approved
VO144	Supply & Install additional WAPs	8	Approved
VO145	Surge Tank Footings	4	Approved

There are number of unresolved commercial issues some of which may have to be resolved by senior management

6.0 FINANCE

The table below summarises the invoices and payment status.

Claim Description	Invoice no.	Amount	Claim/Invoice Status
W195 Progress Claim 1	Invoice # 1	\$ 879,128.59	Paid
W195 Progress Claim 2	Invoice # 2	\$ 1,428,346.00	Paid
W195 Progress Claim 3	Invoice # 3	\$ 1,246,918.00	Paid
W195 Progress Claim 4	Invoice # 4	\$ 2,341,562.00	Paid
W195 Progress Claim 5	Invoice # 5	\$ 2,269,089.00	Paid
W195 Progress Claim 6	Invoice #6	\$ 1,652,403.00	Paid
W195 Progress Claim 7	Invoice #7	\$ 2,039,696.00	Paid
W195 Progress Claim 8	Invoice #8	\$ 1,764,615.00	Paid
W195 Progress Claim 9	Invoice #9	\$ 2,037,494.00	Paid
W195 Progress Claim 10	Invoice #10	\$ 2,540,706.00	Paid
W195 Progress Claim 11	Invoice #11	\$ 3,296,966.00	Paid
W195 Progress Claim 12	Invoice #12	\$ 1,309,013.00	Paid
W195 Progress Claim 13	Invoice #13	\$ 1,208,270.00	Paid
W195 Progress Claim 14	Invoice #14	\$ 967,609.00	Paid
W195 Progress Claim 15	Invoice #15	\$ 714,741.00	Paid
W195 Progress Claim 16	Invoice #16	\$ 582,416.00	Paid
W195 Progress Claim 17	Invoice #17	\$ 723,083.00	Paid
W195 Progress Claim 18	Invoice #18	\$ 614,612.00	Paid
W195 Progress Claim 19	Invoice #19	\$ 502,532.00	Paid
W195 Progress Claim 20	Invoice #20	\$ 480,610.00	Paid
W195 Progress Claim 21	Invoice #21	\$ 327,361.10	Paid

W195 Progress Claim 22	Invoice #22	\$ 170,888.00	Paid
W195 Progress Claim 23	Invoice #23	\$ 304,322.00	Paid
W195 Progress Claim 24	Invoice #24	\$ 0.00	Paid
W195 Progress Claim 25	Invoice #25	\$ 0.00	Paid
W195 Progress Claim 26	Invoice #26	\$ 55,051.00	Paid
W195 Progress Claim 27	Invoice #27	\$ 303,036.00	Paid
W195 Progress Claim 28	Invoice #28	\$ 280,348.00	Paid
W195 Progress Claim 29	Invoice #29	\$ 341,270.00	Paid
W195 Progress Claim 29A	Invoice #29A	\$ 417,372.00	Paid
W195 Progress Claim 30	Invoice #30	\$ 252,965.00	Paid
W195 Progress Claim 31	Invoice #31	\$0.00/\$297,940.00	On hold/in dispute
W195 Progress Claim 32	Invoice #32	\$0.00/\$300,331.00	On hold/in dispute
W195 Progress Claim 33	Invoice #33	\$0.00/\$263,330.00	On hold/in dispute

7.0 PROGRAMME

A revised programme has been produced which encompasses the remaining works and the most recent version is included in App C.

The programme has been constructed with Microsoft Project and will be managed by site, it will remain a live document which will be continually updated as circumstances dictate.

Construction/Completion Summary

- There are issues concerning sludge build up within the lamella clarifiers, which are being investigated. Site is also investigating concerns re discolouration/corrosion of the wetted parts
- Raw Water pumps have been returned to the supplier for refurbishment and are due for return 14/5/18.
- Raw water Intake - Sheetpiles removed. Placement of rocks and gabions will continue through May, followed by riverbank rehabilitation.
- Mechanical installation within/on the raw water intake structure is 98% complete.
- Minor mechanical and electrical installation for the rest of the raw water intake structure is scheduled for late May
- Road works – asphalt has been completed, transitions to existing roads outstanding
- Filters - backwashing & chlorination of cells 1, 2 & 3 completed, final commissioning outstanding
- All other miscellaneous works, footpaths, random slabs, additional drainage is targeted for completion by June 2018.
- It is the intention that the outstanding major defects (PLC wiring, isolation switches, electric motor replacement) will be completed during an 8 week period in winter, nominally from May to July 2018

8.0 QUALITY

Production of Inspection and Test Reports (ITPs) continues for civil/structural, mechanical and electrical works across the site.

We continue to work through finalising the quality issues with some of fabricated equipment with many of the issues now closed out. In some instances, remedial works have been required to meet the aspects of the specification and we are working with suppliers as needed to remedy these.

9.0 ENVIRONMENTAL

Project Construction Environmental Management Plan continues to be implemented.

The weekly monitoring of the flying fox colony near the Raw Water Intake has ceased as at the 31/3/18

10.0 INDUSTRIAL RELATIONS

No issues.

11.0 DESIGN AND TECHNICAL

Design is 97% complete, misc mech & elec remain e.g. brackets & supports.

12.0 COMMISSIONING

Temporary raw water supply & flowmeter 100%
Raw Water Pumps 0%
Lamella Clarifier – Train one 95%, train two 95%
Lamella Sludge Pumps 95%
PLC sequencing 90%
Instrument Wet Rack 95%
Sample Pumps 95%
Filters 85%
Backwash Pumps 95%
Washwater Pumps 95%
Process Water Pumps 95%
Chemical Dosing 90%
Clearwater Storage 95%
Clearwater Pumps 90%

13.0 STAKEHOLDERS

The UGL site have continued to engage with other contractors on site as well RWCC staff and construction teams and no issues arising.

14.0 SITE PROGRESS



Raw Water Intake



Roadworks



Roadworks



Roadworks



Roadworks



Roadworks



Roadworks



Roadworks

APPENDIX A – SCOPE OF WORKS SUMMARY

The project scope of works is to replace the Wagga Wagga Water Treatment Plant (WTP) to provide additional process capacity and asset reliability to produce up to 55ML/day of water for the residents of Wagga Wagga.

The WTP shall be designed to operate at a treated water production rate anywhere between 60 ML/d (695 L/s) and 22 ML/d (255 L/s).

The main treatment process of the WTP shall include coagulation and flocculation, inclined plate clarification, dual media filtration, chlorination, and fluoridation. Process wastewater shall be managed using gravity thickening and mechanical dewatering.

Product water shall be produced to meet the quality requirements of the specification and shall treat the required quality. The project target completion periods are for a design and construction period of 60 weeks, followed by a 10 week commissioning and proving period.

The scope of on-site works for UGL Engineering and its subcontractors as described in the contract are limited to the following;

The new water treatment facility shall consist of the following elements for a new 60ML/d Water Treatment Plant:

- Raw water intake and pumping station. The intake would be constructed within the river. The pumping station would be built on Crown Land adjacent to the WTP on the bank of the Murrumbidgee River to supply raw water to the plant;
- Alum and polymer dosing systems;
- Inclined plate clarifiers (Lamella clarifiers);
- Six dual media filters including backwash pumps and air scour blowers;
- Chlorine storage and dosing system and channel-type static mixer for clear water storage;
- Fluoride dosing system;
- pH correction dosing systems;
- Dewatering building with two new centrifuges to dewater sludge material produced from clarification and filtration during the water treatment process.
- Backwash wastewater collection tank and pumping station for the wastewater produced from the clarification and filtration process;
- Clear water system upgrade including a new 3 ML clear water storage tank and low level and high level pumping stations each fitted with three pumps;
- Electrical works including switch-rooms, automation and control infrastructure, electrical substations and two new 1500kVA transformers;
- Filter wastewater collection sump and transfer pumps;
- Pipework and valves;
- Control room, water testing and analysing facilities;
- Internal access roads;

UGL is responsible for undertaking the detailed design, construction, commissioning, training and handover for aspects of the scope of works above.

UGL will also provide post completion technical support comprising, where necessary some site visits, to assist RWCC in operating and optimising the plant.

APPENDIX B – MONTHLY SAFETY REPORT

HSSE Monthly Safety Report –April 2018

1.0 Overview Statistics

	April 2018	Total to Date
UGL Hours	1,498	71,561
Subcontractor hours	3,000	175,586
Total Site Hours	4,498	247,147
LTIFR: Target < .50		4.04
TRIFR: Target 2.70	0	0
MTIFR:		4.12
Lost Time Injuries (LTI)	0	1
Days lost to LTI	0	71
Medical Treatment Injuries (MTI)	0	1
1 st Aid Injuries	1	7
Incidents:		
Injury	1	9
Damage/ Loss	1	30
Near Miss	0	52
Hazard	8	163
Report Only	1	12
Journey Incident	0	1
Non-work-related injury	0	0
Environmental	0	14
Safety Initiatives:	0	13
Workplace Safety Inspections	9	734
Environmental Inspections	4	101
Safety Conversations (UGL)	10	1,132

Utake 5 (UGL)	100	6028
Hazobs	8	555
Site audit (e.g. Plant pre-start)	4	104
SWMS reviews	12	377
Site inductions	14	755
Tool box meetings	4	100
Training hours	0	134
Plant delivery inspections	2	204
Checkit compliance (UGL)	100%	100%
UGL/ External Audits	0	4
Alcohol Breath tests	65	3891
Drug tests	0	176

2.0 Incident Summary

The following incidents occurred on site in April 2018.

Damage: Smooth drum roller compacting material for new road struck curve and storm water drain causing cracking to the new curve

Actions: Damage to curve be repaired

Injury: While drilling a hole in a stainless-steel plate with a drill, with the stainless-steel plate secured by vise grip when the plate slipped and struck the electrician index finger above the finger nail on his left hand causing a laceration. Electrician not wearing gloves as per SWMS

Actions: IP taken to Wagga Base Hospital for assessment index finger cleaned and 2 stitches inserted to close wound, also tetanus shot supplied. Electrician returned to work 17/4/2018 - discuss incident and site PPE requirement to wear suitable gloves for the work task.

Report Only: Wagga Mobile cranes and SPS sheet piling are performing the task of removing the coffer dam infrastructure from the Murrumbidgee river. The dogman secured a block of concrete (swift- lock attachment system) which had been between the inner and outer sheet pile walls of the coffer dam during the development of intake structure. The crane driver (200 ton mobile) moved the concrete block out of the coffer dam, when he noticed in corner of this eye a person from another subcontractor that appeared to be within the crane landing zone. The crane driver stopped the crane slewing action of the crane but the concrete block been at the raised height that is required for the load be to clear the water intake structure swung and slightly touch the manufactured vibratory attachment point on end of boom

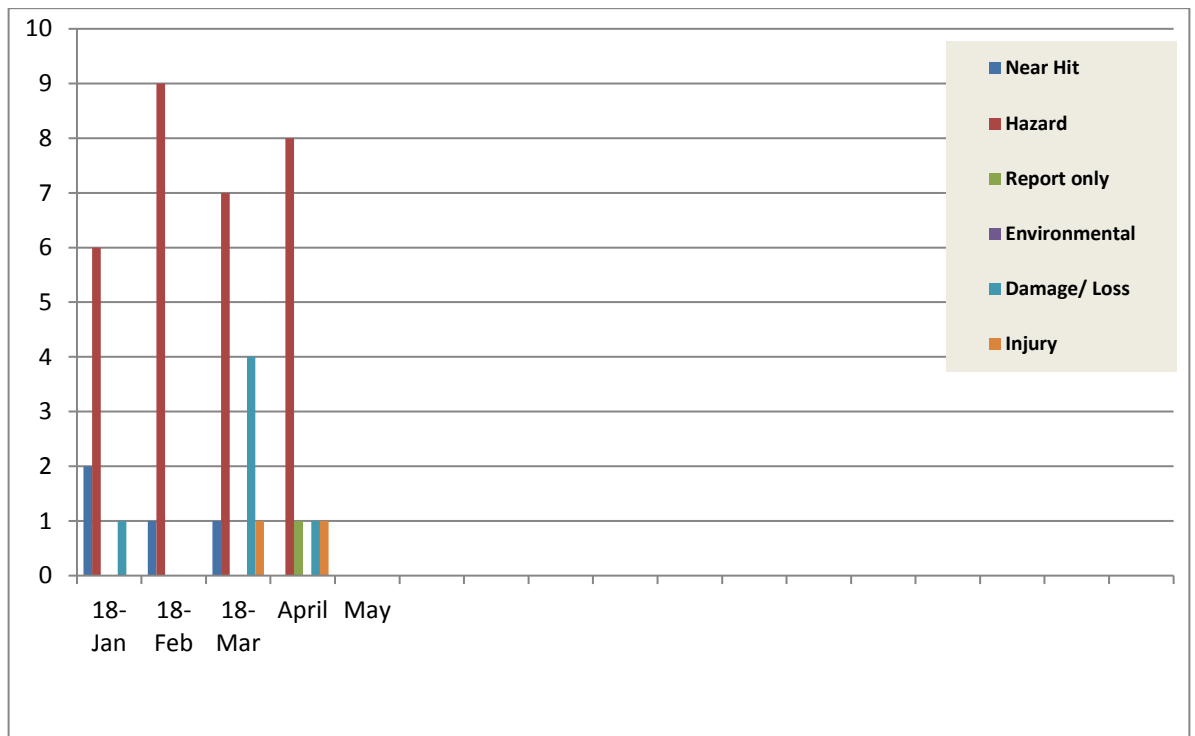
of the SPS 50-ton excavator. (The excavator (SPS) are removing the sheet pile from the crane landing zone after the 10-meter sheet piles are removed to storage location) The personnel that the crane driver had viewed from the corner of his eye was not in the landing zone as 1st thought by the crane driver he was will outside the restricted work area; the concrete block was then lowered to the ground in the landing zone. Positive communication has been occurring between all personnel in coffer dam

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Wagga Wagga WTP Incident trends



- April 2018 14 Site inductions not including visitor's inductions
- Site wide training in UGL Isolation procedure
- Continuing education of local subcontractors regarding SWMS & Safety Culture Development/ Awareness
- Safety Award March 2018

3.0 Project Safety Initiatives for May 2018

- **Training:**
- UGL Isolation procedure
- SWMS development by subcontractors
- Continuing training site personnel in UGL Utake 5 and HAZOB
- UGL new Critical Risk Protocols all site personnel
- Continuing with Project Manager Monthly Safety Awards

➤ **UGL Daily Pre-start meetings:**

Daily site hazards, site hazard board updates, continuing discussion of subcontractor interfacing requirement to, site personnel consultation

➤ **Subcontractor** individual pre-start meetings conducted after site pre-start. Subcontractor individual work tasks & hazards involved

➤ **UGL Weekly Toolbox meeting:**

- Site incidents / actions, industry safety alerts, continuing discussion of site safety hazards, site personnel consultation. Update of the site notice board.
- Weekly supervisor/subcontractor HSE meeting discussing HSE initiatives for the project as well as subcontractor interfaces.

➤ **Site Safety Inspections:**

Continuing compliance with UGL WWWTP Project Safety Management Plan via:

- ✓ Site safety inspections
- ✓ UGL Safety conversations
- ✓ UGL UTake 5
- ✓ UGL Hazobs
- ✓ Plant operator pre-start inspection audits
- ✓ SWMS reviews, work permit audits

➤ **Fitness for Work:**

- Continuing Alcohol testing at pre-start meetings
- Drug testing as per Project Safety Management Plan

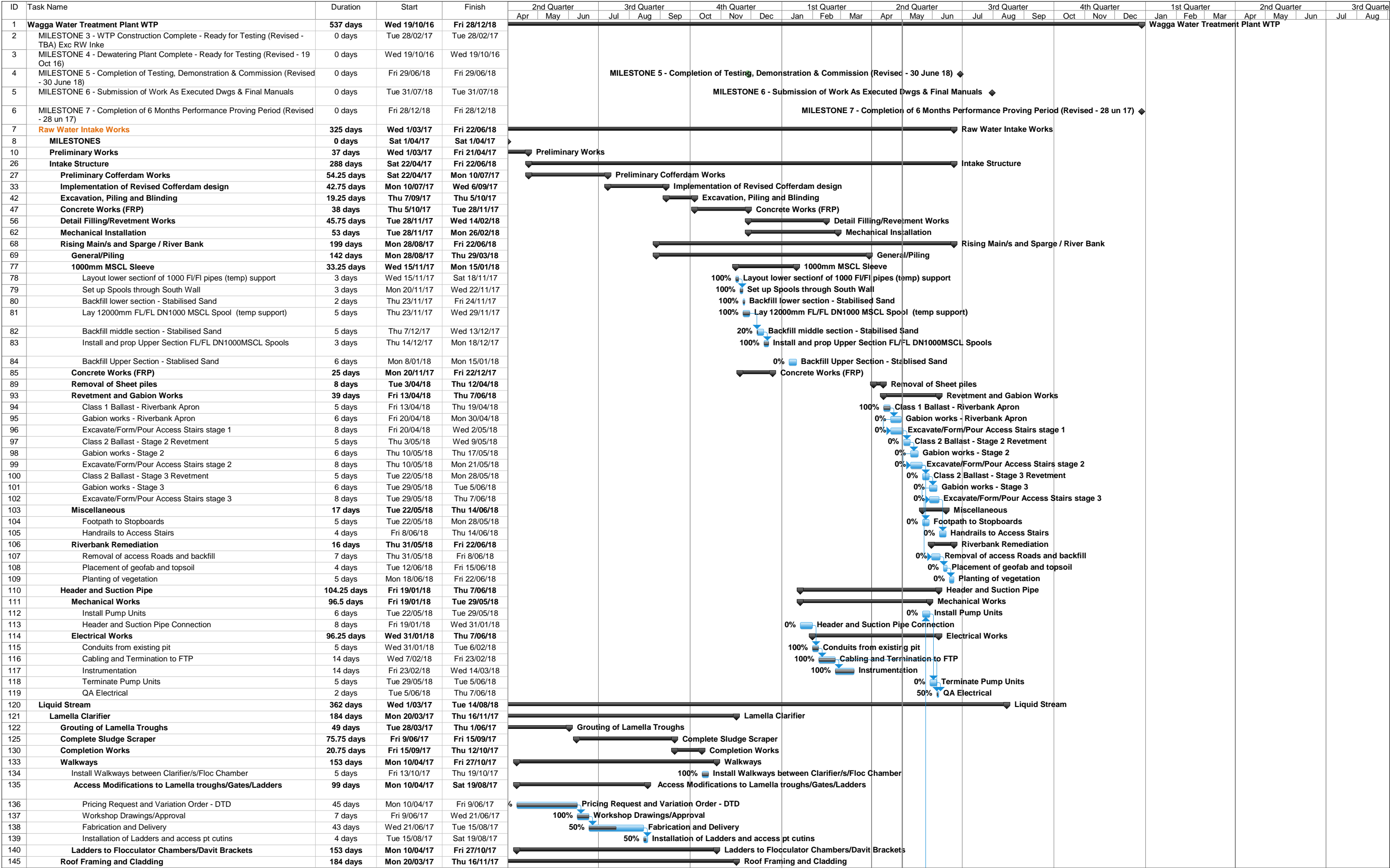
➤ Continuing Site Environmental inspections and education to subcontractors regarding environmental compliance.

Mark Hunter

UGL Safety Advisor

APPENDIX C – PROJECT PROGRAMME

.



Date: Wed 2/05/18
File : Wagga WTP Schedule to Complete.180501.mp

Task

Critical Task

Milestone

Summary

Rolled Up Task

◆

◀▶

Rolled Up Critical Task

Rolled Up Milestone

Rolled Up Progress

Split

External Tasks

Project Summary

Group By Summary

Inactive Task

Inactive Task

Inactive Milestone

◀▶

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Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

Critical

Critical Split

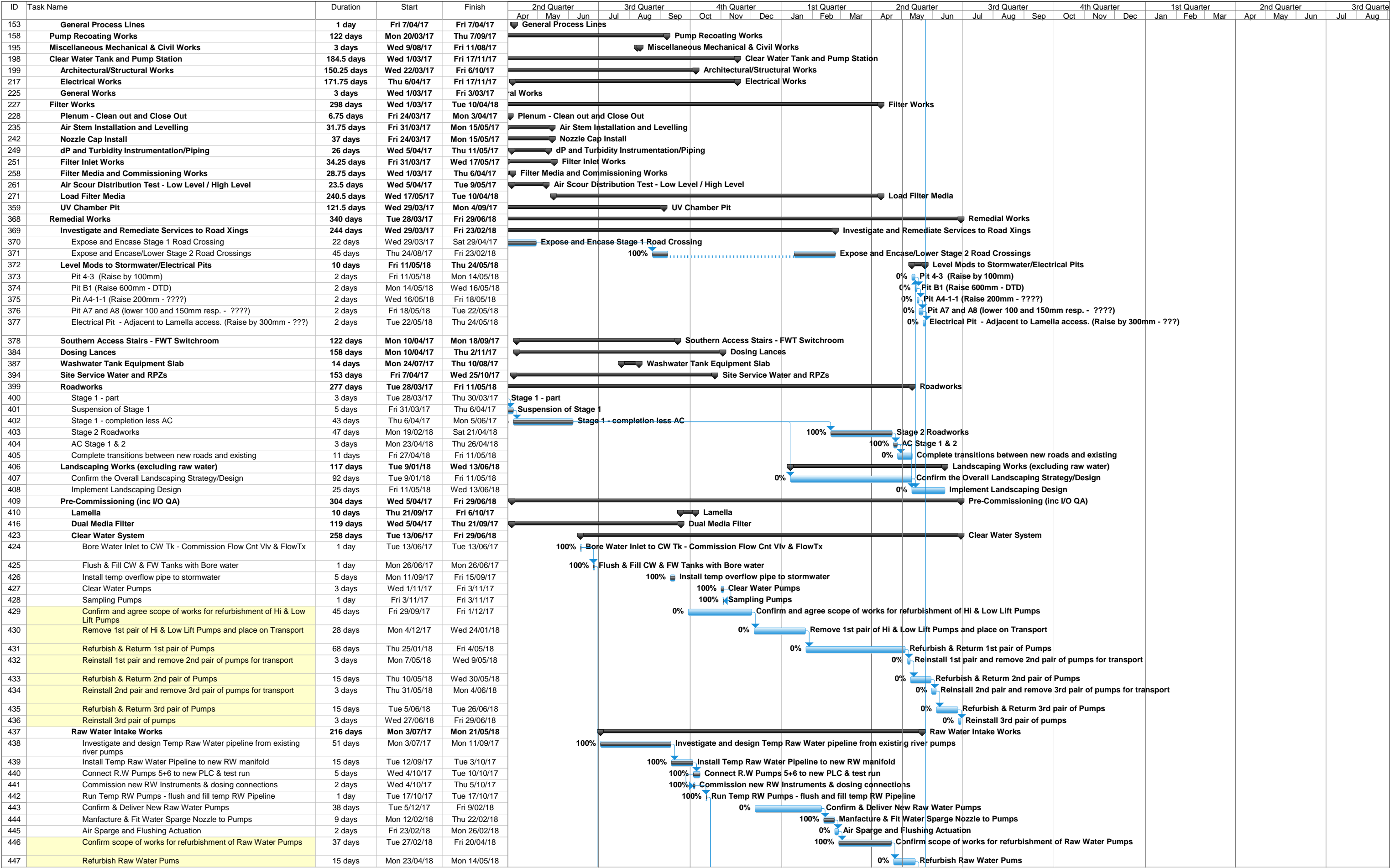
Progress

Deadline

Drawn: Doug Anderson
Checked:
Authorised

Wagga Wagga WTP

Page 1 of 3



Task Name		Duration	Start	Finish	2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter			3rd Quarter		
					Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
448	Install new Raw Water Lift Pumps	5 days	Tue 15/05/18	Mon 21/05/18																														
449	Chemical Dosing Systems	7 days	Fri 2/06/17	Tue 13/06/17																														
466	Site Acceptance Testing (SAT) - Wet Commissioning	193.25 days	Tue 27/06/17	Thu 12/04/18																														
467	Lamella	94 days	Tue 27/06/17	Mon 6/11/17																														
468	Fill Lamella/Rapid Mix/Flocculators with Potable	2 days	Wed 18/10/17	Thu 19/10/17																														
469	Commission all Lamella Instruments	2 days	Fri 20/10/17	Mon 23/10/17																														
470	Test run Rapid Tk Mixer & all Flocc Tks Mixers	1 day	Fri 20/10/17	Fri 20/10/17																														
471	SAT/Sequence Testing of RW to Lamellas (o/f to WW Tk)	1 day	Fri 3/11/17	Fri 3/11/17																														
472	SAT/ Sequence Testing of Lamellas with Chemical dosing & set dose rates	2 days	Fri 3/11/17	Mon 6/11/17																														
473	Dual Media Filter	90 days	Tue 27/06/17	Tue 31/10/17																														
474	Sequence Testing - backwash	1 day	Tue 27/06/17	Tue 27/06/17																														
475	SAT/Sequence Testing - backwash Garnite all filters	2 days	Wed 28/06/17	Thu 29/06/17																														
476	SAT/ Sequence Testing Filters Start/ Stop, etc	3 days	Mon 16/10/17	Wed 18/10/17																														
477	Re-install FW Tk Bellmouth	1 day	Mon 30/10/17	Mon 30/10/17																														
478	Process Water Pump System	1 day	Tue 31/10/17	Tue 31/10/17																														
481	Clear Water System	2 days	Tue 31/10/17	Wed 1/11/17																														
482	SAT/Sequence Testing of Level Controls	2 days	Tue 31/10/17	Wed 1/11/17																														
483	Raw Water System	1 day	Wed 18/10/17	Wed 18/10/17																														
484	SAT/Sequence Testing of Temp RW System	1 day	Wed 18/10/17	Wed 18/10/17																														
485	Integrated Plant Operation Temp RW Supply	112.25 days	Thu 19/10/17	Thu 12/04/18																														
486	SAT/Sequence Testing with temp RW Supply	7 days	Thu 19/10/17	Fri 27/10/17																														
487	Test Run & Operate Plant - fine tune & adjust (o/f to stormwater)	14 days	Mon 30/10/17	Thu 16/11/17																														
488	Drain CW Storage & final inspect (blank temp overflow)	2 days	Thu 16/11/17	Fri 17/11/17																														
489	Chlorine disinfection of Filters, FW Tk, CW Tk & pipelines.	2 days	Mon 20/11/17	Tue 21/11/17																														
490	Operate Plant and commence post Chlorine and Flouride dosing, fine tune & Adjust - Fil CW Tk, sample & test water quality	2 days	Wed 22/11/17	Thu 23/11/17																														
491	Test Run CW Pumps - HL & LW Pumps	2 days	Fri 24/11/17	Mon 27/11/17																														
492	Confirm HL & LL Storage Tanks Level Signals & Controls	1 day	Fri 24/11/17	Fri 24/11/17																														
493	SAT/ Sequence Testing with CW Pumps on demand	3 days	Mon 27/11/17	Wed 29/11/17																														
494	Demonstration Test & Commence Operation on demand, fine tune & adjust	7 days	Thu 30/11/17	Fri 8/12/17																														
495	Operate Plant in Auto - monitor & adjust	20 days	Mon 11/12/17	Fri 19/01/18																														
496	Chlorine disinfection of Filters 1, 2 & 3.	2 days	Tue 10/04/18	Thu 12/04/18																														
497	Commissioning Demonstration as per Specification	12 days	Fri 27/04/18	Mon 14/05/18																														
498	Prepare list of items to be demonstrated	4 days	Fri 27/04/18	Wed 2/05/18																														
499	Advise RWCC of demonstration dates	1 day	Thu 3/05/18	Thu 3/05/18																														
500	Demonstration as per 4.2 of spec, subsection commissioning	5 days	Tue 8/05/18	Mon 14/05/18																														
501	Site Commission Raw Water Pumps	7 days	Tue 22/05/18	Wed 30/05/18																														
502	Sequence Testing	2 days	Tue 22/05/18	Wed 23/05/18																														
503	Operate at design flows	2 days	Thu 24/05/18	Fri 25/05/18																														
504	Confirm Hydraulic Capacity of the Plant	2 days	Thu 24/05/18	Fri 25/05/18																														
505	Complete commissioning/demonstration of items associated with raw wat	3 days	Mon 28/05/18	Wed 30/05/18																														
506	Operating/Commissioning Period	20 days	Thu 31/05/18	Thu 28/06/18																														
507	Run plant for 28 days	20 days	Thu 31/05/18	Thu 28/06/18																														
508	RWCC Plant Operations	104 days	Mon 4/12/17	Wed 16/05/18																														
509	Operate Plant	89 days	Mon 4/12/17	Tue 24/04/18																														
510	Suspend Operations	15 days	Thu 26/04/18	Wed 16/05/18																														
511	Winter Works (Nominal)	359 days	Wed 1/03/17	Thu 9/08/18																														
512	PLC Cabling Rework	30 days	Fri 29/06/18	Thu 9/08/18																														
513	Reinstall PLC Cables	30 days	Fri 29/06/18	Thu 9/08/18																														
514	Washwater Holding Tank	6 days	Mon 7/05/18	Mon 14/05/18																														
515	Remove Remaining Redundant equipment	6 days	Mon 7/05/18	Mon 14/05/18																														
516	Repair/Repalce Filter Penstock Seals	5 days	Mon 30/04/18	Fri 4/05/18																														

Date: Wed 2/05/18
File : Wagga WTP Schedule to Complete.180501.mp

Task

Critical Task

Milestone

Summary

Rolled Up Task

Rolled Up Critical Task

Rolled Up Milestone

Rolled Up Progress

Split

External Tasks

Project Summary

Group By Summary

Inactive Task

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

Critical

Critical Split

Progress

Deadline

Drawn: Doug Anderson
Checked:
Authorised

Wagga Wagga WTP

Page 3 of 3



PROJECT STATUS REPORT



May 2018

PROJECT:	Wagga Wagga WTP Upgrade
CLIENT:	Riverina Water County Council
CONTRACT NO.:	W195
UGL PROJECT NO.:	3200-0485
REPORT DATE:	9th June 2018
REPORT NO.:	33
PROJECT MANAGER:	Doug Anderson
PREPARED BY:	Doug Anderson

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1.0 SUMMARY

Project progress in May was focussed on the following activities:

Electrical works – PLC rewire, dewatering building defects, cable and equipment tags; test and quality documentation.

Raw Water Intake – Revetment foundation complete, soil anchors complete, raw water pumps installed awaiting electrical termination.

Road works – transitions to existing roads outstanding

Clearwater Pump Station Building – 1 x low and 1 x high level pumps have been returned and reinstalled remaining 4 pumps have been transported from site for refurbishment, clearwater discharge manifolds, replacement of flanges 60%

Lamella Clarifiers – Issues with sludge build-up etc subject to negotiations with RWCC.

Filters – final commissioning outstanding

Civil/plumbing – Remediate plumbing in filter building and raise/lower electrical pits.

Safety performance across the site continues to be well managed.

2.0 SCOPE OF WORK

The project scope of works is to replace the Wagga Wagga Water Treatment Plant (WTP) to provide additional process capacity and asset reliability to produce up to 55ML/day of water for the residents of Wagga Wagga.

3.0 HSSE

The total hours worked on the project this month were 4,950 hours. Subcontractor hours recorded on site were 3450. Total hours worked on the project to date is 252,296.

The following incidents occurred on site in May 2018.

Damage: Rapley earthworks labourer was operating UGL Manitou removing excessive road base material near the UV pit when the Manitou rear tail light struck and bent the corner flashing of the building

Actions: Labourer instructed to use a spotter when operating Manitou near a building or tight location

1st Aid Injury: Tyler left site and went his vehicle in UGL car park located in the caravan park next door to site during his lunch break, he opened the rear tail gate of his vehicle and struck his forehead with the tailgate causing a minor laceration to his forehead.

Actions:

1st aid treatment provide (laceration cleaned and Band-Aid applied) by UGL HSSE, Tyler returned to work.

1st Aid Injury: Sanananda Contractors labourer was cutting reo bars with 4' grinder, when using grinder key (manufactures key) to unsecure the worn grinding disc so he could remove the worn grinding disc from the grinder the key slipped and his hand stuck the guard causing a minor laceration to the little finger on his left

hand / Ninja work gloves where been worn at the time of injury and the 4" grinder had stopped rotating before he attempted to unsecure worn grinding disc.

Actions: Laceration cleaned, band aid applied and finger strapped to provide protection from dirt- Allan returned to work

Report Only: Wagga WTP project subcontractor (McLachlan Plant Hire) Andrew McLachlan rang the UGL civil supervisor Michael Dielenberg on Saturday morning, 19/5/2018, at approximately 10.30am requesting access to site to remove his frontend loader for the weekend as the Wagga Wagga WTP site was closed. Michael agreed on the phone to allow access to Andrew McLachlan to remove the loader from Wagga WTP site, Michael forgot that Wagga WTP site was closed and Andrew would not be able to gain access to the site due to the RWCC security gate, which requires a swipe card outside normal business hours. During the phone conversation with Andrew McLachlan Michael Dielenberg was of the understanding that Andrew himself would attend site and remove his frontend loader. Unbeknown to Michael; Andrew McLachlan arranged for another person to attend site and pick-up the loader on his behalf, this person, Jay Jenkins, had been inducted through another company (Complete Road Sealing). Jay Jenkins could not gain access to the site due to the locked security gates, so he rang the RWCC (client) duty operator for the plant, when the RWCC duty operator did not answer the phone, Jay Jenkins rang a friend who worked for RWCC to come to site and open the RWCC site security gates to allow him access. Unfortunately, Michael Dielenberg did not inform any other UGL personnel of the required access so no UGL personnel were present during the removal of the frontend loader nor were any UGL personnel informed of the required site access to remove the front- end loader so that site access and UGL attendance could be arranged. Jay Jenkins drove the front-end loader off Wagga WTP site for work on another site in Wagga, the front-end loader has a current RMS conditional registration for travel on public roads. Jay Jenkins was inducted on the Wagga WTP project through Complete Road Sealing Pty Ltd to work as part of the road sealing crew and not as a mobile equipment operator nor had he undergone a Verification of Competency (VOC) by UGL for any item of plant or equipment. The front-end loader was returned on Monday morning at 6.30am to the Wagga WTP site by Jay Jenkins.

Actions: All subcontractors and UGL personnel are to be reminded of the following: • Afterhours access to the site for retrieval of plant & equipment or for any other purpose is at the express permission of the project manager or his nominee, subcontractors must be accompanied by a UGL staff member for access and confirmation of items removed. • Any person operating plant on the site must have received a VOC from UGL • Afterhours contact by a subcontractor with the duty operator is not permitted, all contact to be via UGL

Report Only: Site Manitou was unloading pallets of 20kg concrete bags from transport truck, while reversing the Manitou made slight contact with a verandah post of an old house on site which is been used as a site office for subcontractors. Post inspected by UGL no damage caused to the post during the incident

Actions: Discuss the UGL requirements for spotters when operating plant near infrastructure at pre-start meeting 30/5/2018

Looking towards May/June we will be focussed on the following:

- UGL Isolation procedure
- SWMS development by subcontractors
- Continuing training site personnel in UGL Utake 5 and HAZOB
- UGL Critical Risk Protocols all site personnel
- Continuing with Project Manager Monthly Safety Awards

The Safety Report for this month is contained in Appendix B.

4.0 RISK / CRITICAL ACTION AREAS

Summary of Top Risks: -

Risk Description	Potential Impact	Control Measures
Quality and specification issues	Impact to project efficiency and rate of completion Additional resources required for investigation and remedy. Subcontractor Impact to Client Relations and Perceptions	Ensure incoming inspections are completed with due diligence Engage with subcontractors & suppliers about prompt rectification of issues
Commissioning Program Overrun	Plant not ready for performance trial by the required date.	Install temporary raw water supply to lamella clarifier to provide a supplemental supply for summer demand
Raw Water Works Construction overrun	Constraint on commissioning activities	Plan and execute a temporary raw water supply utilizing the existing RWCC river pumps
Exceptional Inclement Weather	Delays associated with site inundation due to additional rainfall on site and rise in river levels.	Use construction methodologies which mitigate impacts.

5.0 CONTRACT/COMMERCIAL

5.1 Progress Claim

The table below summarises the progress to the 31st May.

WAGGA WAGGA WATER TREATMENT PLANT

Item No.	Schedule of Prices	Total Claim to date	
		% complete	Claim Value
1	Provision of Preconstruction Activities		
	Preconstruction Activities subtotal (1)	100%	
2	Provision of Project Management and Site Running Activities		
	Project Management Activities subtotal (2)	97%	
3	Complete all additional designs, where required		
	Design and Documentation subtotal (2)	100%	
4	Intake Works		
	Intake Works - General subtotal (3)	71%	
5	Raw Water Piping System		
	Raw Water Piping subtotal (4)	95%	
6	Lamella & Rapid Mix Tank		
	Lamella & Rapid Mix Tank subtotal (5)	100%	
7	Filters		
	Filters subtotal (7)	100%	
8	Filter Water Tank & Backwash		
	Filter Water Tank & Backwash subtotal (8)	100%	
9	Machinery Room		
	Machinery Room subtotal (9)	99%	
10	Clear Water Storage & Pumping System		
	Clear Water subtotal (10)	99%	
11	Aluminium Dosing Plant		
	Aluminium Dosing Plant subtotal (11)	100%	

12	PACL Dosing Plant		
	PACL Dosing Plant subtotal (12)	100%	
13	Caustic Soda Dosing Plant Facilities		
	Caustic Soda Dosing Plant subtotal (13)	100%	
14	Sodium Hydrochlorite Dosing Plant		
	Sodium Hydrochlorite Dosing Subtotal (14)	100%	
15	Polymer Dosing Plant		
	Polymer Dosing Plant subtotal (15)	100%	
16	Fluoride Dosing Plant		
	Fluoride Dosing subtotal (16)	100%	
17	Other Items		
	Other Items subtotal (17)	98%	
18	Electrical Items		
	Electrical subtotal (18)	98%	
19	Testing Demonstration Commissioning		
	Testing Demonstation and Commissioning (19)	27%	
20	Post Process Proving		
	Post Process Proving (20)	24%	
21	Sludge Handling & Dewatering System		
	Sludge Handling subtotal (19)	99%	
22	Other Options Accepted		
	Options subtotal (20)	100%	
23	Variations		
	Variations Subtotal	95%	

5.2 Variations

The table below provides a summary of the approved variations against the contract.

Variation No.	Title	Amount (\$ 000) Excl. GST	Status
VO01	Control System Design for fully networked plant	15	Approved
VO02	AC Road Surface	101	Approved
VO03	Future UV	21	Approved
VO04	Disabled Access	278	Approved
VO05	Aggressive Water Response	79	Approved
VO06	NSC02 – removal of Gyprock	5	Approved
VO07	Transformer supplied by principle	- 244	Approved
VO09	Chemical Dosing – Alum Storage	81	Approved
VO10	Switchboards additional spare capacity	8	Approved
VO11	Lamella plate capacity	45	Approved
VO12	Sewer pump station	5	Approved
VO13	Manual Penstocks on Clarifier Inlet	9	Approved
VO14	Increased bearing capacity in the filters	31	Approved
VO15	Waste in excavation NSC04 & NSC06	10	Approved
VO16	Asbestos in Levee	26	Approved
VO17	Warehouse Facility	- 18	Approved
VO18	Filter Gallery Trenches	41	Approved
VO19	Additional 25mm cover to Slab	8	Approved
VO20	Raw Water Intake	105 260	20A Approved 20B Approved
VO21	Material Compatibility Changes	- 17	Approved
VO23	Pits under existing centrifuge building - NSC10	8	Approved
VO24	Clear Water Pumps Mechanical Seal	1.5	Approved
VO25	Bomen Line	80	Approved
VO26	NSC11 Material Excavated under UGL Carpark	27	Approved
VO27	NSC12 Asbestos at Wash Water Holding Tank	3	Approved
VO29	Filter Water Overflow Changes	-80	Approved
VO30	Site Road Realignment	17	Approved
VO31	Roof Access Ladder to Centrifuge Building	14	Approved
VO33	Flowmeter Modbus Communications	22	Approved
VO34	Caustic Building Lighting Changes	3	Approved
VO36	Sludge Thickener Infill Slab	90	Approved
VO40	Street Light Fittings	9	Approved

VO43	S&I 4.8 to 9.6 Garnet Filter Media	86	Approved
VO44	Lamella Corrosion	-300	Approved
VO45	Concrete slab between filters and Lamella	1	Approved
VO46	NSC16 Remove Concrete Slab	4	Approved
VO49	Bore Water Pressure Line Changes	9	Approved
VO50	Filter Building Pop out Power Outlets	2	Approved
VO53	NSC17 Asbestos at A2 to A203	4	Approved
VO56	Rework External Chemical Delivery Pipework	15	Approved
VO73	Road Subgrade Replacement	26	Approved
VO140	Power Failure Alarm Modification	5	Approved
VO141	Raw Water Disassembly Frame Footings	2	Approved
VO142	Chemical Building Forklift Access Ramps	12	Approved
VO143	Conversion of Hi & Low Lift Pumps to Mechanical Seals	64	Approved
VO144	Supply & Install additional WAPs	8	Approved
VO145	Surge Tank Footings	4	Approved
VO146	Stage 2 Road Redesign	6	Approved

There are number of unresolved commercial issues some of which may have to be resolved by senior management

6.0 FINANCE

The table below summarises the invoices and payment status.

Claim Description	Invoice no.	Amount	Claim/Invoice Status
W195 Progress Claim 1	Invoice # 1	\$ 879,128.59	Paid
W195 Progress Claim 2	Invoice # 2	\$ 1,428,346.00	Paid
W195 Progress Claim 3	Invoice # 3	\$ 1,246,918.00	Paid
W195 Progress Claim 4	Invoice # 4	\$ 2,341,562.00	Paid
W195 Progress Claim 5	Invoice # 5	\$ 2,269,089.00	Paid
W195 Progress Claim 6	Invoice #6	\$ 1,652,403.00	Paid
W195 Progress Claim 7	Invoice #7	\$ 2,039,696.00	Paid
W195 Progress Claim 8	Invoice #8	\$ 1,764,615.00	Paid
W195 Progress Claim 9	Invoice #9	\$ 2,037,494.00	Paid
W195 Progress Claim 10	Invoice #10	\$ 2,540,706.00	Paid
W195 Progress Claim 11	Invoice #11	\$ 3,296,966.00	Paid
W195 Progress Claim 12	Invoice #12	\$1,309,013.00	Paid
W195 Progress Claim 13	Invoice #13	\$1,208,270.00	Paid
W195 Progress Claim 14	Invoice #14	\$ 967,609.00	Paid
W195 Progress Claim 15	Invoice #15	\$ 714,741.00	Paid
W195 Progress Claim 16	Invoice #16	\$ 582,416.00	Paid
W195 Progress Claim 17	Invoice #17	\$ 723,083.00	Paid
W195 Progress Claim 18	Invoice #18	\$ 614,612.00	Paid
W195 Progress Claim 19	Invoice #19	\$ 502,532.00	Paid
W195 Progress Claim 20	Invoice #20	\$ 480,610.00	Paid

W195 Progress Claim 21	Invoice #21	\$ 327,361.10	Paid
W195 Progress Claim 22	Invoice #22	\$ 170,888.00	Paid
W195 Progress Claim 23	Invoice #23	\$ 304,322.00	Paid
W195 Progress Claim 24	Invoice #24	\$ 0.00	Paid
W195 Progress Claim 25	Invoice #25	\$ 0.00	Paid
W195 Progress Claim 26	Invoice #26	\$ 55,051.00	Paid
W195 Progress Claim 27	Invoice #27	\$ 303,036.00	Paid
W195 Progress Claim 28	Invoice #28	\$ 280,348.00	Paid
W195 Progress Claim 29	Invoice #29	\$ 341,270.00	Paid
W195 Progress Claim 29A	Invoice #29A	\$ 417,372.00	Paid
W195 Progress Claim 30	Invoice #30	\$ 252,965.00	Paid
W195 Progress Claim 31	Invoice #31	\$0.00/\$297,940.00	On hold/in dispute
W195 Progress Claim 32	Invoice #32	\$0.00/\$300,331.00	On hold/in dispute
W195 Progress Claim 33	Invoice #33	\$0.00/\$263,330.00	On hold/in dispute
W195 Progress Claim 34	Invoice #34	\$0.00/\$164,274.00	On hold/in dispute

7.0 PROGRAMME

A revised programme has been produced which encompasses the remaining works and the most recent version is included in App C.

The programme has been constructed with Microsoft Project and will be managed by site, it will remain a live document which will be continually updated as circumstances dictate.

Construction/Completion Summary

- The issues concerning sludge build up within the lamella clarifiers is now subject to negotiation with RWCC
- Raw Water pumps have been returned to site and installed awaiting electrical termination.
- Raw water Intake - Revetment foundation complete, soil anchors complete, rehabilitation targeted for completion by late July.
- Mechanical installation within/on the raw water intake structure is 98% complete.
- Minor mechanical and electrical installation for the rest of the raw water intake structure is scheduled for late June
- 2 x clearwater pumps have been returned and reinstalled, remaining 4 are expected back on site the end of June
- Clearwater discharge manifolds – installation of new flanges is expected to be complete by mid June
- PLC rewire is scheduled for completion late June
- Filter building plumbing issues have been 70% completed with a view to obtaining plumbing certificates and certificate of occupancy by late June
- Road works – transitions to existing roads outstanding
- Filters - final commissioning outstanding
- All other miscellaneous works, footpaths & landscaping, random slabs, additional drainage is targeted for completion by July 2018.

8.0 QUALITY

Production of Inspection and Test Reports (ITPs) continues for civil/structural, mechanical and electrical works across the site.

We continue to work through finalising the quality issues with some of fabricated equipment with many of the issues now closed out. In some instances, remedial works have been required to meet the aspects of the specification and we are working with suppliers as needed to remedy these.

9.0 ENVIRONMENTAL

Project Construction Environmental Management Plan continues to be implemented.

The weekly monitoring of the flying fox colony near the Raw Water Intake has ceased as at the 31/3/18

10.0 INDUSTRIAL RELATIONS

No issues.

11.0 DESIGN AND TECHNICAL

Design is 98% complete, misc mech & elec remain e.g. brackets & supports.

12.0 COMMISSIONING

Temporary raw water supply & flowmeter 100%
Raw Water Pumps 80%
Lamella Clarifier – Train one 95%, train two 95%
Lamella Sludge Pumps 95%
PLC sequencing 90%
Instrument Wet Rack 95%
Sample Pumps 95%
Filters 85%
Backwash Pumps 95%
Washwater Pumps 95%
Process Water Pumps 95%
Chemical Dosing 90%
Clearwater Storage 95%
Clearwater Pumps 90%

13.0 STAKEHOLDERS

The UGL site have continued to engage with other contractors on site as well RWCC staff and construction teams and no issues arising.

14.0 SITE PROGRESS



Raw Water Intake



Raw Water Intake



Raw Water Intake



Raw Water Intake



Raw Water Intake



Raw Water Intake



Installation - Raw Water Intake Pumps



Installation - Raw Water Intake Pumps

APPENDIX A – SCOPE OF WORKS SUMMARY

The project scope of works is to replace the Wagga Wagga Water Treatment Plant (WTP) to provide additional process capacity and asset reliability to produce up to 55ML/day of water for the residents of Wagga Wagga.

The WTP shall be designed to operate at a treated water production rate anywhere between 60 ML/d (695 L/s) and 22 ML/d (255 L/s).

The main treatment process of the WTP shall include coagulation and flocculation, inclined plate clarification, dual media filtration, chlorination, and fluoridation. Process wastewater shall be managed using gravity thickening and mechanical dewatering.

Product water shall be produced to meet the quality requirements of the specification and shall treat the required quality. The project target completion periods are for a design and construction period of 60 weeks, followed by a 10 week commissioning and proving period.

The scope of on-site works for UGL Engineering and its subcontractors as described in the contract are limited to the following;

The new water treatment facility shall consist of the following elements for a new 60ML/d Water Treatment Plant:

- Raw water intake and pumping station. The intake would be constructed within the river. The pumping station would be built on Crown Land adjacent to the WTP on the bank of the Murrumbidgee River to supply raw water to the plant;
- Alum and polymer dosing systems;
- Inclined plate clarifiers (Lamella clarifiers);
- Six dual media filters including backwash pumps and air scour blowers;
- Chlorine storage and dosing system and channel-type static mixer for clear water storage;
- Fluoride dosing system;
- pH correction dosing systems;
- Dewatering building with two new centrifuges to dewater sludge material produced from clarification and filtration during the water treatment process.
- Backwash wastewater collection tank and pumping station for the wastewater produced from the clarification and filtration process;
- Clear water system upgrade including a new 3 ML clear water storage tank and low level and high level pumping stations each fitted with three pumps;
- Electrical works including switch-rooms, automation and control infrastructure, electrical substations and two new 1500kVA transformers;
- Filter wastewater collection sump and transfer pumps;
- Pipework and valves;
- Control room, water testing and analysing facilities;
- Internal access roads;

UGL is responsible for undertaking the detailed design, construction, commissioning, training and handover for aspects of the scope of works above.

UGL will also provide post completion technical support comprising, where necessary some site visits, to assist RWCC in operating and optimising the plant.

APPENDIX B – MONTHLY SAFETY REPORT

HSSE Monthly Safety Report –May 2018

1.0 Overview Statistics

	May 2018	Total to Date
UGL Hours	1699	73,260
Subcontractor hours	3450	179,036
Total Site Hours	4950	252,296
LTIFR: Target <.50		3.96
TRIFR: Target 2.70	0	0
MTIFR:		4.12
Lost Time Injuries (LTI)	0	1
Days lost to LTI	0	71
Medical Treatment Injuries (MTI)	0	1
1 st Aid Injuries	2	9
Incidents:		
Injury	2	11
Damage/ Loss	1	31
Near Miss	0	52
Hazard	6	169
Report Only	2	14
Journey Incident	0	1
Non-work-related injury	0	0
Environmental	0	14
Safety Initiatives:	0	13
Workplace Safety Inspections	9	734
Environmental Inspections	4	105
Safety Conversations (UGL)	8	1,140

Utake 5 (UGL)	80	6108
Hazobs	6	561
Site audit (e.g. Plant pre-start)	4	108
SWMS reviews	4	381
Site inductions	14	769
Tool box meetings	4	104
Training hours	8	142
Plant delivery inspections	5	209
Checkit compliance (UGL)	100%	100%
UGL/ External Audits	0	4
Alcohol Breath tests	66	3957
Drug tests	0	176

2.0 Incident Summary

The following incidents occurred on site in May 2018.

Damage: Rapley earthworks labourer was operating UGL Manitou removing excessive road base material near the UV pit when the Manitou rear tail light struck and bent the corner flashing of the building

Actions: Labourer instructed to use a spotter when operating Manitou near a building or tight locations

1st Aid Injury: Tyler left site and went his vehicle in UGL car park located in the caravan park next door to site during his lunch break, he opened the rear tail gate of his vehicle and struck his forehead with the tailgate causing a minor laceration to his forehead.

Actions:

1st aid treatment provide (laceration cleaned and Band-Aid applied) by UGL HSSE, Tyler returned to work.

1st Aid Injury: Sanananda Contractors labourer was cutting reo bars with 4' grinder, when using grinder key (manufactures key) to unsecure the worn grinding disc so he could remove the worn grinding disc from the grinder the key slipped and his hand stuck the guard causing a minor laceration to the little finger on his left hand / Ninja work gloves where been worn at the time of injury and the 4" grinder had stopped rotating before he attempted to unsecure worn grinding disc.

Actions: Laceration cleaned, band aid applied and finger strapped to provide protection from dirt- Allan returned to work

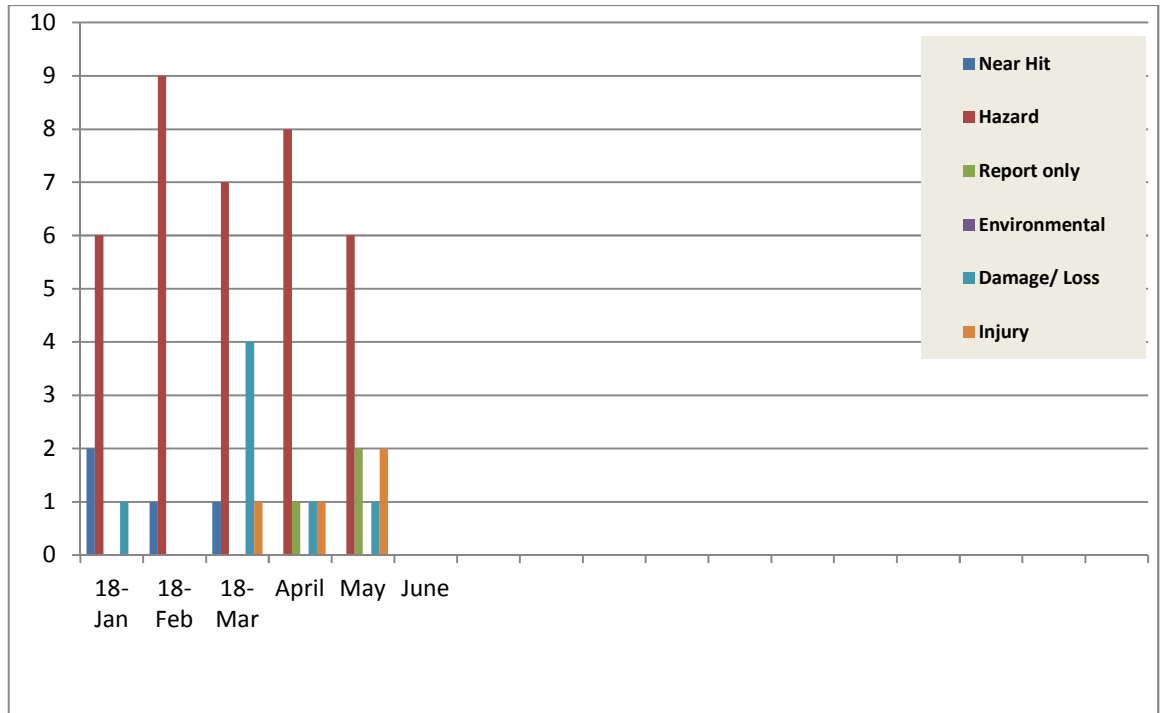
Report Only: Wagga WTP project subcontractor (McLachlan Plant Hire) Andrew McLachlan rang the UGL civil supervisor Michael Dielenberg on Saturday morning, 19/5/2018, at approximately 10.30am requesting access to site to remove his frontend loader for the weekend as the Wagga Wagga WTP site was closed. Michael agreed on the phone to allow access to Andrew McLachlan to remove the loader from Wagga WTP site, Michael forgot that Wagga WTP site was closed and Andrew would not be able to gain access to the site due to the RWCC security gate, which requires a swipe card outside normal business hours. During the phone conversation with Andrew McLachlan Michael Dielenberg was of the understanding that Andrew himself would attend site and remove his frontend loader. Unbeknown to Michael; Andrew McLachlan arranged for another person to attend site and pick-up the loader on his behalf, this person, Jay Jenkins, had been inducted through another company (Complete Road Sealing). Jay Jenkins could not gain access to the site due to the locked security gates, so he rang the RWCC (client) duty operator for the plant, when the RWCC duty operator did not answer the phone, Jay Jenkins rang a friend who worked for RWCC to come to site and open the RWCC site security gates to allow him access. Unfortunately, Michael Dielenberg did not inform any other UGL personnel of the required access so no UGL personnel were present during the removal of the frontend loader nor were any UGL personnel informed of the required site access to remove the front- end loader so that site access and UGL attendance could be arranged. Jay Jenkins drove the front-end loader off Wagga WTP site for work on another site in Wagga, the front-end loader has a current RMS conditional registration for travel on public roads. Jay Jenkins was inducted on the Wagga WTP project through Complete Road Sealing Pty Ltd to work as part of the road sealing crew and not as a mobile equipment operator nor had he undergone a Verification of Competency (VOC) by UGL for any item of plant or equipment. The front-end loader was returned on Monday morning at 6.30am to the Wagga WTP site by Jay Jenkins.

Actions: All subcontractors and UGL personnel are to be reminded of the following: • Afterhours access to the site for retrieval of plant & equipment or for any other purpose is at the express permission of the project manager or his nominee, subcontractors must be accompanied by a UGL staff member for access and confirmation of items removed. • Any person operating plant on the site must have received a VOC from UGL • Afterhours contact by a subcontractor with the duty operator is not permitted, all contact to be via UGL

Report Only: Site Manitou was unloading pallets of 20kg concrete bags from transport truck, while reversing the Manitou made slight contact with a verandah post of an old house on site which is been used as a site office for subcontractors. Post inspected by UGL no damage caused to the post during the incident

Actions: Discuss the UGL requirements for spotters when operating plant near infrastructure at pre-start meeting 30/5/2018

Wagga Wagga WTP Incident trends



- May 2018 14 Site inductions not including visitor's inductions
- Site wide training in UGL Isolation procedure
- Continuing education of local subcontractors regarding SWMS & Safety Culture Development/ Awareness
- Safety Award May 2018

3.0 Project Safety Initiatives for June 2018

- **Training:**
- UGL Isolation procedure
- SWMS development by subcontractors
- Continuing training site personnel in UGL Utake 5 and HAZOB
- UGL new Critical Risk Protocols all site personnel
- Continuing with Project Manager Monthly Safety Awards

➤ **UGL Daily Pre-start meetings:**

Daily site hazards, site hazard board updates, continuing discussion of subcontractor interfacing requirement to, site personnel consultation

➤ **Subcontractor** individual pre-start meetings conducted after site pre-start. Subcontractor individual work tasks & hazards involved

➤ **UGL Weekly Toolbox meeting:**

- Site incidents / actions, industry safety alerts, continuing discussion of site safety hazards, site personnel consultation. Update of the site notice board.
- Weekly supervisor/subcontractor HSE meeting discussing HSE initiatives for the project as well as subcontractor interfaces.

➤ **Site Safety Inspections:**

Continuing compliance with UGL WWTP Project Safety Management Plan via:

- ✓ Site safety inspections
- ✓ UGL Safety conversations
- ✓ UGL UTake 5
- ✓ UGL Hazobs
- ✓ Plant operator pre-start inspection audits
- ✓ SWMS reviews, work permit audits

➤ **Fitness for Work:**

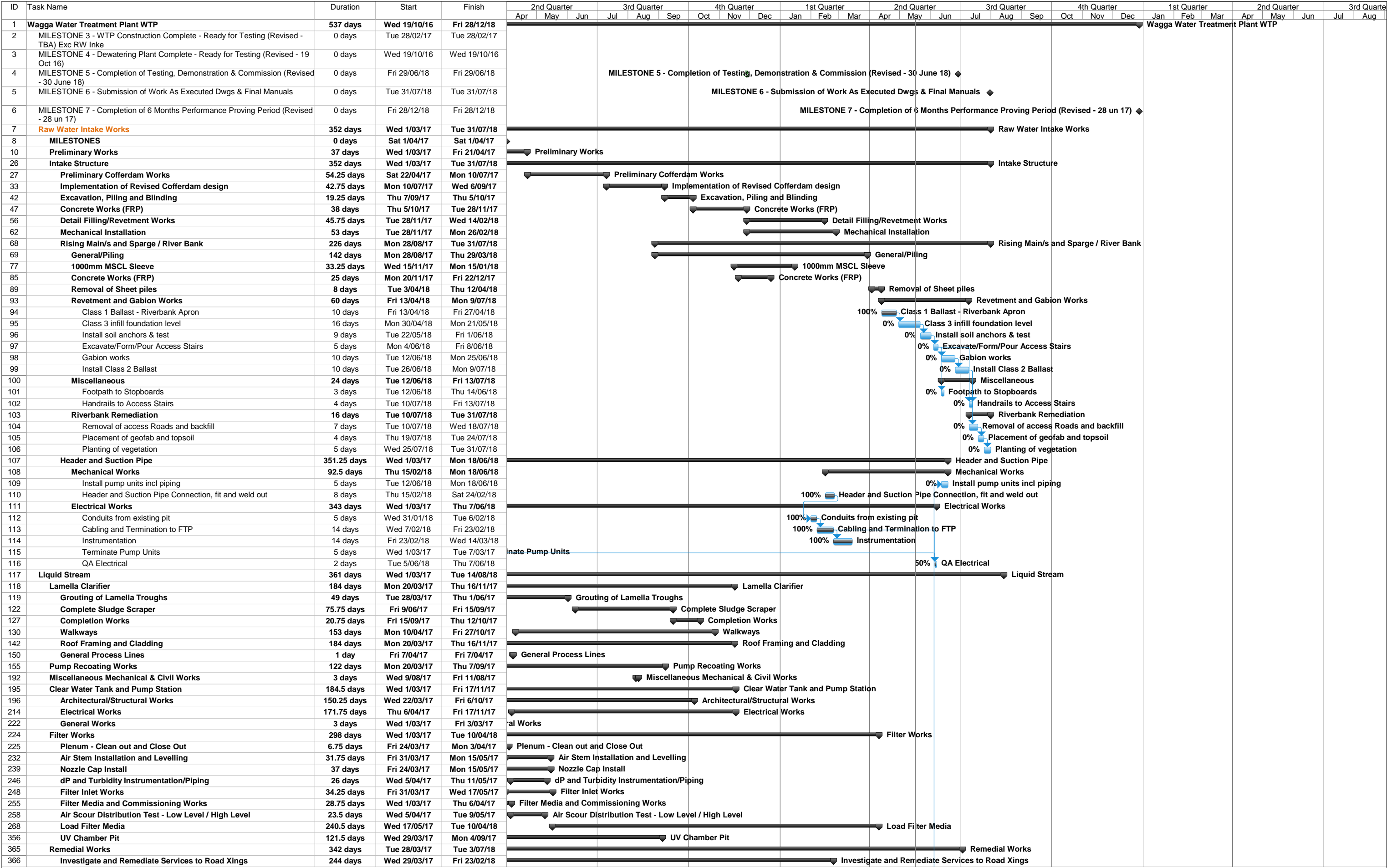
- Continuing Alcohol testing at pre-start meetings
- Drug testing as per Project Safety
- Management Plan

➤ Continuing Site Environmental inspections and education to subcontractors regarding environmental compliance.

Mark Hunter

UGL Safety Advisor

APPENDIX C – PROJECT PROGRAMME



ID	Task Name	Duration	Start	Finish	2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			1st Quarter			2nd Quarter			3rd Quarter		
					Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
508	Repair/repalce Seals on inlet & backwash penstocks	13 days	Mon 30/04/18	Wed 16/05/18													100%																	
509	Retest Seals	1 day	Thu 17/05/18	Thu 17/05/18													100%																	
510	Clearwater Discharge Pipework	20 days	Tue 15/05/18	Tue 12/06/18																														
511	Hi Lift - Install new flanges and pressure test	10 days	Tue 15/05/18	Mon 28/05/18													10%																	
512	Low Lift - Install new flanges and pressure test	10 days	Tue 29/05/18	Tue 12/06/18													5%																	
513	PLC Cabling Rework	25 days	Mon 21/05/18	Mon 25/06/18																														
514	Reconfigure PLC Cables	25 days	Mon 21/05/18	Mon 25/06/18													0%																	
515	Outstanding Commissioning Tasks	29 days	Fri 22/06/18	Wed 1/08/18																														
516	Commission Filters 1, 2 & 3	4 days	Tue 26/06/18	Fri 29/06/18																														
517	SAT/ Sequence Testing Filters Start/ Stop, etc	3 days	Tue 26/06/18	Thu 28/06/18													0%																	
518	Re-instate "Filter inlet channel Level high" alarm shutdown condition	1 day	Fri 29/06/18	Fri 29/06/18													0%																	
519	Active Harmonic filters (4 off) - test I/O, status feedback to PLC / SCADA	3 days	Mon 2/07/18	Wed 4/07/18																														
520	Test & commission	3 days	Mon 2/07/18	Wed 4/07/18													0%																	
521	Fluoride Dosing System - Status / alarms confirmation from vendor PLC to main plant PLC / SCADA	4 days	Fri 22/06/18	Wed 27/06/18																														
522	Test & Commission	4 days	Fri 22/06/18	Wed 27/06/18													0%																	
523	Bore Water Flow meter (existing) - I/O checks & Bore Water Hypo Dosing System	1 day	Fri 6/07/18	Fri 6/07/18																														
524	Test & Commission	1 day	Fri 6/07/18	Fri 6/07/18													0%																	
525	Relocating ClearSCADA main server from Raw Water switch room to RWCC IT server room	1 day	Wed 1/08/18	Wed 1/08/18																														
526	Relocate - This server being used for commissioning, need to be relocated after Completion of commissioning activities	1 day	Wed 1/08/18	Wed 1/08/18													0%																	
527	Decommission temporary raw water pumps 5 & 6 logic from PLC, SCADA graphics and database	1 day	Mon 16/07/18	Mon 16/07/18																														
528	Decommission	1 day	Mon 16/07/18	Mon 16/07/18													0%																	
529	Fluoride Dosing	13 days	Mon 18/06/18	Wed 4/07/18																														
530	Precommission dosing skid (Prominent)	4 days	Mon 18/06/18	Thu 21/06/18													0%																	
531	Confirm NSW Health for inspection	1 day	Mon 25/06/18	Mon 25/06/18													0%																	
532	Commission dosing skid (NSW Health & Prominent)	2 days	Tue 3/07/18	Wed 4/07/18													0%																	
533	Connect Bore water flowmeter to new plant SCADA	3 days	Thu 5/07/18	Mon 9/07/18																														
534	Connect Bore water flowmeter to new plant SCADA	1 day	Thu 5/07/18	Thu 5/07/18													0%																	
535	Confirm operation and sequence test	2 days	Fri 6/07/18	Mon 9/07/18													0%																	
536	Control Room & Water Testing Facility Completion	48 days	Tue 1/05/18	Fri 6/07/18																														
537	Rework plumbing and drainage for Compliance	10 days	Mon 21/05/18	Fri 1/06/18													0%																	
538	Schedule plumbing and drainage inspections	6 days	Mon 4/06/18	Tue 12/06/18													0%																	
539	Plumbing and drainage inspection and issue of compliance certificates	3 days	Wed 13/06/18	Fri 15/06/18													0%																	
540	Collate documentation for submission of Certificate of Occupancy (CoO)	34 days	Tue 1/05/18	Mon 18/06/18													30%																	
541	Install pan on roof for toilet and fume cupboard vents	15 days	Mon 21/05/18	Fri 8/06/18													0%																	
542	Install toilet vent fan and hand dryer	4 days	Tue 12/06/18	Fri 15/06/18													0%																	
543	Schedule CoO inspection	5 days	Mon 18/06/18	Fri 22/06/18													0%																	
544	CoO inspection and issue of Certificate	3 days	Mon 25/06/18	Wed 27/06/18													0%																	
545	Preparation work for relocation of Fume Cupboard from old facility	41 days	Tue 1/05/18	Wed 27/06/18													40%																	
546	Relocate Fume Cupboard	7 days	Thu 28/06/18	Fri 6/07/18													0%																	
547	Resumption of plant operations	35 days	Tue 26/06/18	Tue 14/08/18																														
548	Restart & run plant	1 day	Tue 26/06/18	Tue 26/06/18													0%																	
549	Plant Demonstration for Community (RWCC request)	0 days	Tue 14/08/18	Tue 14/08/18																														
550	Operating/Commissioning Period	20 days	Wed 4/07/18	Tue 31/07/18																														
551	Run plant for 28 days	20 days	Wed 4/07/18	Tue 31/07/18													0%																	



Date: Thu 17/05/18
File : Wagga WTP Schedule to Complete.180517.mp

Task

Critical Task

Milestone

Summary

Rolled Up Task

Rolled Up Critical Task

Rolled Up Milestone

Rolled Up Progress

Split

External Tasks

Project Summary

Group By Summary

Inactive Task

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

Critical

Critical Split

Progress

Deadline

Drawn: Doug Anderson

Checked:

Authorised

Wagga Wagga WTP

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QUESTIONS & STATEMENTS

CLOSURE OF MEETING TO THE PUBLIC **(Confidential Reports)**

CONFIDENTIAL