

## AGENDA

<b>Meeting No.</b>	17
<b>Meeting</b>	FN Qld Water Alliance
<b>Date</b>	30 June 2017
<b>Time</b>	10 am
<b>Venue</b>	Mareeba Shire Council, Rankin Street Training Room

1. Welcome
2. Apologies
3. Guests
4. Acceptance of previous minutes, No. 16, 24 March 2017
5. Actions from Previous Meeting No. 16

No.	ACTION	RESPONSIBILITY	COMPLETED
15.1	CRC to present, at next meeting - Levels of service - health based targets.	CRC	Toni Veronese to present at meeting No. 17
16.1	To identify if there is any consistency for water level restriction campaigns, Councils to provide Darlene with a summary of their restriction levels and requirements for those restriction levels.	ALL	
16.2	Graham O'Byrne to provide a preliminary draft on direction forward to members by 31 March 2017 and Darlene to discuss with the FNQROC Board 10 <sup>th</sup> April 2017.	Graham O'Byrne	
16.3	With regard to the creation of an interaction portal and Bid Pool Funding request, Cairns Regional Council to go out to the committee and seek approval and commitment to funding and provide responses back to Darlene to formalise an endorsement date on the QWRAP Bid Pool Funding Request.	CRC	
16.4	With regard to the proposal to undertake a desktop qualitative assessment of current water security planning activities across the FNQROC Councils, Cairns Regional Council to talk to Steve Brown at Widebay and further detail the scope and financial contributions for members consideration and	CRC	

No.	ACTION	RESPONSIBILITY	COMPLETED
	recommendation prior the next water alliance meeting.		
16.5	With regard to the proposal to undertake a workforce skills gap analysis across FNQROC Councils, Cairns Regional Council to further detail the scope and financial contributions for members consideration and recommendation prior the next water alliance meeting.	CRC	
16.6	Darlene to follow up with Rob Fearon regarding the Mayor Amendment Assessment Fee issue which was to be raised with the Senor Management Group late January 2017.	Darlene Irvine and Rob Fearon	
16.7	Darlene to include an update from the Utility Excellence Committee as a standard item for future agendas.	Darlene Irvine	

## 6. Update re FNQROC Strategic Plan and Direction

## 7. Project status update

## 8. Update from LGAQ and Water Directorate

## 9. Update from LGAQ Advisory Committee representative

## 10. Update from Utility Excellence Committee

## 11. General Business

- 11.1. Correspondence to Graham O'Byrne re Regional representation to ERA 63 Expert Panel – Lynne Powell?
- 11.2. EHP Licences update (Darlene)

## 12. Points for noting to the FNQROC Board

## 13. Next meeting

Next meeting will be xxxxx



## MINUTES

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<b>Meeting No</b>	16
<b>Meeting</b>	FN Qld Water Alliance
<b>Date</b>	24 March 2017
<b>Time</b>	10:00 am
<b>Venue</b>	Committee Room, level three, Cairns Regional Council

The meeting opened at 10.30 am.

### 1. Attendance

Name	Organisation
Graham O'Byrne	Cairns Regional Council
Mark Wuth	Cairns Regional Council
Morris Hamil	Mareeba Shire Council
Steven Porter	Cairns Regional Council
Arron Hieatt	LGAQ
Graham Stanford	Tablelands Regional Council
Ray Kirkman	Tablelands Regional Council
Darlene Irvine	FNQROC
Kevin Hall	Etheridge Shire Council

### 2. Apologies

Name	Organisation
Geoffrey Smart	Cassowary Coast Regional Council
Gene Brookes	Hopevale Aboriginal Shire Council
Dawn Lake	Yarrabah Aboriginal Shire Council
Garry Pickering	Croydon Shire Council
Marnie Dugmore	Tablelands Regional Council
Robert Fearon	Qld Water
Mark Sexton	Torres Strait Islands Regional Council
Nick Wellwod	Douglas Shire Council
Rob Fenn	Cook Shire Council

### 1. Welcome – Chair Graham O'Byrne

- Chair welcomed all to meeting.

### 2. Acceptance of previous minutes, No. 15, 2 December 2016

The previous minutes were accepted.

### 3. Actions from Previous Meeting:

### 3.1. Levels of Service – health based targets

15.1	CRC to present, at next meeting - Levels of service - health based targets.	CRC	Toni Veronese to present at meeting No. 17
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### 3.2. You tube link and summary of Wiki

15.2	Mark Wuth to distribute you tube link and summary of Wiki.	CRC	Completed
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Further discussed in item No. 5 of the minutes

### 3.3. Skills Matrix

15.3	All councils to populate Skills Matrix, where needed provide comment regarding required capacity to flag where there are gaps. Completed document, to be sent Steve Cosatto.	All	Uncompleted
15.4	CRC to review completed skills matrix, identify areas where they are able to provide assistance to members and to draft proposal for member's consideration at next meeting.	CRC	Uncompleted

Further discussed in item No. 5 of the minutes

### 3.4. Drinking Water Quality Management Plan Audits

15.5	Councils to provide additional information for inclusion into the RFQ specifications that being: <ul style="list-style-type: none"><li>• A copy of Plan's Table of Contents,</li><li>• No of pages included in Plan and in attachments</li></ul> No. of Water Treatment plants within each scheme.		<b>Completed</b>
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Darlene advised that the Request for Quote went out December and the preferred supplier (Viridis) was engaged in February with the inception meeting occurring 22<sup>nd</sup> February. They are now in the process of auditing councils with the close out meeting to occur Thursday 27<sup>th</sup> April.

Viridis will provide an overview of the consistent issues (or areas which could be improved) they identified within the region.

Representatives at the meeting identified that they were happy with the auditors level of knowledge and how they worked with council staff to date.

### 3.5. TM Campaign re level 2 water restrictions

15.6 Mark Wuth to distribute CRC current TV campaign regarding level 2 water restrictions ie times, days costings etc. CRC

15.7 Members to consider current TV campaign regarding level 2 water restrictions ie times, days costings etc. - If they wish leverage to contact Mark Wuth. All

Discussion around the table identified they don't all sit at the same level at the same time. It's tricky to get them to line up.

**ACTION 16.1 – To identify if there is any consistency for water level restriction campaigns, Councils to provide Darlene with a summary of their restriction levels and requirements for those restriction levels.**

#### 4. Update on FNQROC Strategic Directions

Darlene updated the group on where FNQROC was at after their 2<sup>nd</sup> Strategic Planning Day 13<sup>th</sup> march 2017. Essentially the FNQROC Board has agreed on a vision and 5 goals. All activities will come back to core and activities will be rebuilt around the 5 goals. Mayors and CEO's have each been allocated an agreed goal to scope for discussion at our next FNQROC meeting 10<sup>th</sup> April. Essentially the 5 goals are:

- Develop resilient transport infrastructure and connectivity
- Provide reliable and affordable water and energy
- Protect and manage our natural assets and environment
- Develop equitable social infrastructure, and
- Provide equitable communication network

It was pointed out that during discussions 'reliable and affordable water and energy' was based around agriculture but it was stressed that nothing is set in stone as yet and the board was yet to agree on the scope.

With regard to technical committees; the board discussed all technical committees and agreed on the following:

- It was acknowledged that there were a number of council staff members attending technical committee meetings due to limited resources and that this had to be managed/prioritised.
- Regional technical committees should continue under the auspice and structure of FNQROC to ensure:
  - staff continue to, at minimum, connect with external bodies i.e. State and federal agencies to understand strategic direction/resolve issues, share knowledge, experience and expertise;
  - aligned messages/advocacy; it is not in the region's best interest to have groups pushing an agenda which could be contrary or impact on the Boards advocacy;

- the region is able to tackle emergent issues.
- That the activities undertaken regionally are their priorities (not the priorities of others) to achieve their goals.

All technical committee terms of reference will be review and rewritten in a consistent format with their objectives either at a minimum (first dot point) and or against the FNQROC goals.

It was reiterated that nothing is set in stone at this stage and more details will come after the Boards meeting 10<sup>th</sup> April.

Representatives discussed a number of items:

- 3 national report critical of water management in Qld
- Productivity Commission is currently doing another study into urban and rural water – Submissions due 18 April.
- Response to criticism, more pressure to do more, more criticism
- TAS water, councils amalgamated into 3 and recently into 1, State Govt is now taking over July 2018 with councils receiving dividends until 2024.
- QWRAP very clearly an urban water priority.
- Funding cut in 2009 and hasn't been replaced since. Perhaps they are 'starving Councils' to create critical issue and then take over
- Belief that this is a worthwhile group
- CRC – looking at 2 additional QWRAP's to form (Indigenous Councils)
- DLGP used to run focussed forums are they still running
- DLGP under Frankie Carroll focussed on Indigenous councils and their assets and skills
- Individual councils working with Cairns
- Good to know council staff in the region and have go to people
- Always learn something new from the meetings
- DWQMP Audits a good thing
- Adds value council to council
- Forum for like-minded councils to identify issues and seek funding to resolve those issues
- Challenge to puyt those issues on the table. Provide opportunity to raise issues.
- Outback had problems in that individually they couldn't attract consultants, as a region they could. Currently looking at disinfection strategy.
- Further discussion how do we firm up direction forward?
  - 2 QWRAPS in FNQROC area – specific urban based water issues – if strategic and political will bring those issues to FNQROC
  - Greater region may have several QWRAPS (maybe 4)
  - These QWRAPS would then come together for 1 or 2 collective meetings – more strategic – what are the high issues the group can progress

**ACTION 16.2 – Graham O’Byrne to provide a preliminary draft on direction forward to members by 31 March 2017 and Darlene to discuss with the FNQROC Board 10<sup>th</sup> April 2017.**

## **5. Project Status Update**

### **5.1. Creation of an interactive portal**

Cairns Regional Council tabled Attachment A – Bid Pool Funding request for the creation of an interactive portal to provide a mechanisms for regional collaboration in a simple and accessible format.

Discussion:

- Cairns to administer
- Requires Council time and effort from each council to test and upload documents.
- General interest from those in attendance
- It is noted that there were only 4 councils in attendance.

**ACTION 16.3 – With regard to the creation of an interaction portal and Bid Pool Funding request, Cairns Regional Council to go out to the committee and seek approval and commitment to funding and provide responses back to Darlene to formalise an endorsement date on the QWRAP Bid Pool Funding Request.**

### **5.2. Water security – Develop an understanding of member needs**

Cairns Regional Council tabled Attachment B – Proposal to undertake a desktop qualitative assessment of current water security planning activities across the FNQROC Councils.

Discussion:

- Funding is for a consultant
- More work needed to define the scope
- Perhaps a 2 part application – one for scope and one for study
- Councils in attendance are interest in looking at this application in further detail – need to bed down scope and more detail re financial contribution.

**ACTION 16.4 – With regard to the proposal to undertake a desktop qualitative assessment of current water security planning activities across the FNQROC Councils, Cairns Regional Council to talk to Steve Brown at Widebay and further detail the scope and financial contributions for members consideration and recommendation prior the next water alliance meeting.**

### **5.3. Workforce Skills Gap Analysis**

Cairns Regional Council tabled Attachment C – Proposal to undertake a workforce skills gap analysis across the FNQROC Councils. The report will assess all current workforce capabilities and provide an analysis of key skill deficiencies across the region and areas where skill sharing between member Councils may be beneficial.

Discussion:

- Councils in attendance are interest in looking at this application in further detail – need to bed down scope and more detail re financial contribution.

**ACTION 16.5 – With regard to the proposal to undertake a workforce skills gap analysis across FNQROC Councils, Cairns Regional Council to further detail the scope and financial contributions for members consideration and recommendation prior the next water alliance meeting.**

#### 5.4. Licencing Sub Committee

Darlene advised the committee that there are some council CEO's who are becoming increasingly frustrated with the issuing of notices and compliance breaches. A meeting has been arranged between CEO's and the Executive Director (without council and EHP staff) to have a frank and open conversation. This will occur on the 30<sup>th</sup> March.

### 6. Resource backup/sharing – current activities

Discussion:

- (CRC) Draft MOU between Cairns and TRC for operator – TRC now has casual operator and will keep MOU on file for future
- (TRC)The idea of swapping operators (professional exchange) was put forward with each of the councils covering their own costs. There was interest in having a strategy in place for future.
- (CRC) Assisting Yarrabah and mentoring Yarrabah staff.

### 7. Update from LGAQ and water Directorate

- Chairs and Coordinators forum was held October 2016 with the next one to be held 7 April 2017. The Agenda is still being pulled together.
- Productivity Commission Inquiry – LG urban water – due 18 April
- Progressing with Sunwater pricing issues. Engaged AEC to develop paper and options to go back to Sunwater. Trying to get a resolution by June.
- 10 point action plan – QWRAP to continue past July 2018.

### 8. Update from LGAQ Advisory Committee representative

- Top issues:
  1. Innovation – how do they drive/respond to it
  2. Water Security
  3. Development Pressure
  4. Aging Infrastructure
  5. Funding
- Critical Infrastructure Centres – based on understanding who owns what in Australia



- Due to meet next to talk about Sunwater and Strategic Future Funding.

## **9. General Business**

### **9.1. Major Amendment Assessment Fee**

19 December, Rob advised:

- that the major amendment issue had been raised in the EHP 'triage process' to fix regulatory issues and consider amendments. It will now be priorities (among many other items) because of industry concern.
- A request had been made to raise the issue at the next meeting of the 'Senior Management Group' which is happening in late January. They will get back to him.
- This is an issue that will need to be considered by regulatory and policy sections in EHP and the triage process involved both sections.

**ACTION 16.6 – Darlene to follow up with Rob Fearon regarding the Major Amendment Assessment Fee issue which was to be raised with the Senior Management Group late January 2017.**

### **9.2. WSAA – Utility Excellence Committee**

Graham advised that there was a new Utility Excellence Committee with him representing the Cairns Townsville Mackay (CTM) Alliance. This new committee looks at:

- Asset management
- Benchmarking Activities
- Utilities of the future – what they look like

3 meetings in total held so far and he will in future provide an update and impacts.

**ACTION 16.7 – Darlene to include an update from the Utility Excellence Committee as a standard item for future agendas.**

## **10. Points for the FNQROC Board**

10.1. **Clarification is requested regarding FNQROC participation in QWRAP post 30 June 2017.**

10.2. **Seek comments from the FNQROC Board on the preliminary draft direction forward (to be drafted by Graham O'Byrne by 31 March and sent to the committee for comments prior)**

**11. Meeting closed 2.00 pm.**

## **12. Next meeting**

16<sup>th</sup> June, starting at 10.30am in Mareeba to see the new treatment plant.

**ACTION ITEM(S) –**

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16.5	With regard to the proposal to undertake a workforce skills gap analysis across FNQROC Councils, Cairns Regional Council to further detail the scope and financial contributions for members consideration and recommendation prior the next water alliance meeting.	CRC	
16.6	Darlene to follow up with Rob Fearon regarding the Mayor Amendment Assessment Fee issue which was to be raised with the Senior Management Group late January 2017.	Darlene Irvine and Rob Fearon	
16.7	Darlene to include an update from the Utility	Darlene Irvine	

No.	ACTION	RESPONSIBILITY	COMPLETED
	Excellence Committee as a standard item for future agendas.		

Unconfirmed