

## MINUTES

<b>Meeting No</b>	17
<b>Meeting</b>	FN Qld Water Alliance
<b>Date</b>	30 June 2017
<b>Time</b>	10:00 am
<b>Venue</b>	Mareeba Shire Council, Rankin Street (Depot) training room, Mareeba

The meeting opened at xx am.

### 1. Attendance

Name	Organisation
Rohan Geddes	Mareeba Shire Council
Graham Stanford	Tablelands Regional Council
<del>Steven Porter</del>	<del>Cairns Regional Council</del>
Darlene Irvine	FNQROC
Ray Kirkman	Tablelands Regional Council
Mark Wuth	Cairns Regional Council
Jeff Bunt	Etheridge Shire Council
Morris Hamil	Mareeba Shire Council
Arron Hieatt	LGAQ
Geoffrey Smart	Cassowary Coast Regional Council
Mark Vis	Tablelands Regional Council
<del>Denney Phillips</del>	<del>Cairns Regional Council</del>
Manu Gravatt	Cassowary Coast Regional Council
Robert Fenn	Cook Shire Council
Ada Mari	Douglas Shire Council
Ryan Cosgrove	Qld Water
Peter While	Douglas Shire Council

### 2. Apologies

Name	Organisation
Shane Butler	Etheridge Shire Council
Robert Fearon	Qld Water
Gene Brookes	Hopevale Aboriginal Shire Council
Dawn Lake	Yarrabah Aboriginal Shire Council
Robyn Maddalena	Cook Shire Council
Simon Page	Cairns Regional Council
Graham O'Byrne	Cairns Regional Council
Peter Martin	Hinchinbrook Shire Council

### 1. Welcome

- The meeting was opened at 10.07 am and introductions undertaken for new participants.

## 2. Acceptance of previous minutes, No. 16, 24 March 2017

The previous minutes were accepted.

## 3. Actions from Previous Meeting:

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

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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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Mark advised that Toni's last day was 7<sup>th</sup> July as she is heading to Torres. Mark will make a presentation at the next meeting with will include updated information.

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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	
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Darlene advised that she hadn't seen anything to date. Representatives advised that there are challenges with aligning restrictions and timings of these. As a region we could align actions at the different levels and could look at what the restrictions mean.

#### **ACTION 17.1 – Focus on restriction levels and what they mean at meeting No. 18**

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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	
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Not completed, representatives don't see a need now given the Board has received a presentation from LGAQ. Will wait under the FNQROC Board gives its direction.

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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	
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Mark advised that he has progressed the concept and presented a demonstration on what the portal can do. The portal is through an Australian company, Atlassian (Confluence).

Continuing with the application will be pending the FNQROC Board decision.

**ACTION 17.2 – Darlene send member council contact details to Mark Wuth to set up in the system for testing of an interactive portal being trialled within Cairns Regional Council.**

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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.	CRC
On hold		
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
Oh hold		
16.6	Darlene to follow up with Rob Fearon regarding the Major Amendment Assessment Fee issue which was to be raised with the Senor Management Group late January 2017.	Darlene Irvine and Rob Fearon
Held over – Rob Fearon on leave		
16.7	Darlene to include an update from the Utility Excellence Committee as a standard item for future agendas.	Darlene Irvine

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Completed and included.

#### 4. Update on FNQROC Strategic Directions

Darlene provided an update of the 5 strategic plan goals and their elevator notes which were adopted 12 June 2017 by the FNQROC Board. ([www.fnqroc.qld.gov.au](http://www.fnqroc.qld.gov.au))

Darlene also advised that the FNQROC Opportunities document which links councils priority projects/needs to these goals has also been adopted and can be found on the FNQROC Website. This document identifies the support FNQROC is seeking from State and Federal Governments as well as highlights initiatives we are working on that does not currently have an 'ask'.

FNQROC will now be developing our operational plan and advertised for a Regional Strategic Infrastructure Coordinator last Saturday.

As part of this operational direction, she also advised that after a visit to our western councils and with Carpentaria now coming on board we needed to look at how we work together in our technical committees. She advised that operationally, we will be splitting the region in half. Every three months we will be having two day focussed sessions for the western councils to focus on their needs, technical committee meetings focussed on the eastern councils will continue as normal. Western councils are more than welcome to attend eastern council meetings and vis versa (but it was not mandatory). The Board will continue as the full region i.e. as 13 member Mayors.

We will eventually employ a part time project officer to be located in one of the western councils to be our link in and out.

#### 5. Project Status Update

Undertaken as part of business arising.

#### 6. Update from LGAQ and water Directorate

Arron advised:

- that the Advisory Committee currently has a copy of the Draft Guideline for Levels of Service for Water Supply. He will provide a copy.
- 3 National reviews critical of Queensland's management. The productivity commission is doing another review focussed on LG and Urban water supply – LGAQ has made a submission ([link can be found here for submissions, including those from Qld water, Qld Government, Cairns Regional Council, and LGAQ](#))
- State Budget – disappointing from a water point of view.
  - Works for Qld funding is an opportunity,
  - Indigenous council \$120mil over 4 years for water and waste infrastructure,
  - Townsville \$225mil to implement response to water security taskforce ([link to Townsville Water Security Taskforce](#))
  - Did not get additional QWRAP funding
- Grant Reform – last year 79 grant programs relating to local government placing a burden (administratively and reporting) on councils. LGAQ focussing on this to try and resolve this with DLGIP support.
- Cherbourg Councils had \$15mil to reline, this was undertaken on a regional basis providing them with savings.
- DEWS water Symposium in Cairns was really good. Councils liked it and thought it had value.

- Of interest was Whitsunday 1 page templates for elected members – ‘This is what a boil water notice means’ given to Crs prior to an event. LGAQ is looking at this for all Councils.
- Arron thanked everyone for their hard work.

**ACTION 17.3 – Arron to provide a copy of the draft Guidelines for Levels of Service for Water Supply.**

**ACTION 17.4 – FNQROC to further investigate regional Sewer relining contract for the 2018/19 financial year.**

Arron also introduced Ryan Cosgrove, new position within LGAQ looking at Qld water and wastewater infrastructure. He will be looking at buried infrastructure first. He sent out a data request last week to councils and asked if they could please complete it as best you can.

**7. Update from LGAQ Advisory Committee representative (Mark Wuth)**

No update as a meeting has not been held since the last regional water meeting.

**8. Update from Utility Excellence Committee (Graham O’Byrne)**

No update – meeting to be held next week.

**9. General Business**

**9.1. Regional representative to ERA 63 Expert Panel (sent to Graham O’Byrne)**

Mark Vis and Arron gave an overview as Treatment Plants and Sewerage Pumping Station licences. They are trying to replace with a code of practice but State wants to keep it regulated. Lynne Powell is the regional representative and Mark Vis is the current Chair.

**9.2. Requirement to obtain an ERA58**

Raised by Douglas Shire Council. DEHP have advised that Douglas Shire Council cannot transfer leachate from Killalaw Landfill to both the Mossman and Port Douglas STPs for treatment and disposal until they have received authorisation to undertake ERA58. They do not believe any other council would hold an ERA58, particularly to treat their own leachate.

No council in attendance believed they held an ERA58, the provided alternative advice to Douglas Shire Council.

**9.3. EHP Licence Update**

Darlene provided a quick reminder of the email send out 11 April regarding discussions with Rob Lawrence, Executive Director DEHP. As a result of these discussions, actions moving forward were identified. Of important to councils is:

1. Focussed attention on amending licences. Rob will arrange for the assessment team to visit the region for one week time slots to work one on one with councils to go through:
  - a. those items (identified by councils) that need to be changed, and
  - b. the issues arising in relation to specific matters.

It is expected this process will commence in approximately 2 months. **If any of your licences need to be amended, Councils need to clearly identify what needs to be changed.** This amendment process will be undertaken on a priority basis with Douglas and Mareeba identified up front. **If your council does not need to participate in this process please let me know.**

(This doesn't appear to be happening past Douglas Shire Council – Darlene to follow up.)

**ACTION 17.5 – Darlene to follow up on focussed attention to amending licences as per discussions with Rob Lawrence in March – this does not appear to have gone past Douglas Shire Council)**

2. For Compliance or warnings issued to councils, as an interim measure, EHP officers will advise Rob who will then contact the council CEO to discuss the matter and clarify the issue and potential solutions prior to sending the correspondence (if required after clarification with the CEO)

Discussion: There appears to be cultural differences between agencies – DEWS going out of their way to improve relationships whereas EHP have been difficult.

**ACTION 17.6 – Darlene to contact Lynn Powell to have the licencing subcommittee meet again.**

## **10. General Business**

### **10.1. DWQMP Audits**

CRC has engaged Dan Deer to review risk assessment and asset plans. There may be a regional opportunity to get Dan or similar up to review councils risk assessments and asset management plans.

Councils identified that they need to undertake this review by March 2018.

**ACTION 17.7 – Mark Wuth to provide a copy of the Request for Quote for the review of their risk assessments and asset plans.**

**ACTION 17.8 – Darlene Irvine to seek interest in councils for a collective quote to review councils risk assessments and asset management plans (DWQMP).**

**ACTION 17.9 – Mark Wuth to give an overview presentation of what, how and improvements in terms of the review of their risk assessment and asset management plans at the next meeting.**

**11. Points for the FNQROC Board**

11.1. Nil

**12. Meeting closed 12.05 pm with a visit to the new Mareeba Sewerage treatment plant occurring after lunch.**

**13. Next meeting – to be confirmed.**

**ACTION ITEM(S) –**

No.	ACTION	RESPONSIBILITY	COMPLETED
15.1	CRC to present, at next meeting - Levels of service - health based targets.	CRC	Mark to present at Meeting No. 18
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	Application on hold – refer to action 17.2
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.	CRC	On hold
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	Oh hold
16.6	Darlene to follow up with Rob Fearon regarding the Mayor Amendment Assessment Fee issue which was to be raised with the Senor	Darlene Irvine and Rob Fearon	

No.	ACTION	RESPONSIBILITY	COMPLETED
	Management Group late January 2017.		
17.1	Focus on restriction levels and what they mean at meeting No. 18	Darlene Irvine	
17.2	Darlene send member council contact details to Mark Wuth to set up in the system for testing of an interactive portal being trialled within Cairns Regional Council.	Darlene Irvine Mark Wuth	
17.3	Arron to provide a copy of the draft Guidelines for Levels of Service for Water Supply.	Arron Hieatt	
17.4	FNQROC to further investigate regional Sewer relining contract for the 2018/19 financial year.	FNQROC	
17.5	Darlene to follow up on focussed attention to amending licences as per discussions with Rob Lawrence in March – this does not appear to have gone past Douglas Shire Council)	Darlene Irvine	
17.6	Darlene to contact Lynn Powell to have the licencing subcommittee meet again.	Darlene Irvine	
17.7	Mark Wuth to provide a copy of the Request for Quote for the review of their risk assessments and asset plans.		
17.8	Darlene Irvine to seek interest in councils for a collective quote to review councils risk assessments and asset management plans (DWQMP).		
17.9	Mark Wuth to give an overview presentation of what, how and improvements in terms of the review of their risk assessment and asset management plans at the next meeting.		