

## MINUTES

<b>Meeting No.</b>	19
<b>Meeting</b>	FN Qld Water Alliance
<b>Date</b>	16 February 2018
<b>Time</b>	10 am
<b>Venue</b>	Cairns Regional Council- Civic Reception – Room 2– Level 1

The meeting opened at 10.15 am.

### 1. Attendance

Name	Organisation
Dawn Lake	Yarrabah Aboriginal Shire Council
Robyn Maddalena	Cook Shire Council
Jeff Bunt	Etheridge Shire Council
Rohan Geddes	Mareeba Shire Council
Arron Hieatt	LGAQ
Geoff Smart	Cassowary Coast Regional Council
Peter White	Douglas Shire Council
Darlene Irvine	FNQROC
Lachlan Rankine	FNQROC
Amanda Hancock	FNQROC
Mark Wuth (from 1pm)	Cairns Regional Council

### 2. Apologies

Name	Organisation
Jon Turner	Tablelands Regional Council
Morris Hamill	Mareeba Shire Council
Amy Yates	Mareeba Shire Council
Robert Fearon	Qld Water
Gene Brookes	Hopevale Aboriginal Shire Council
Gary Pickering	Croydon Shire Council
Paul Hoye	Douglas Shire Council
Robert Uebergang	Cook Shire Council
Robert Fenn	Cook Shire Council
Victor Mills	Wujal Wujal Aboriginal Shire Council
Peter Kirchmann	Wujal Wujal Aboriginal Shire Council
Anna Christensen	Etheridge Shire Council
Shane Butler	Etheridge Shire Council
Norm Garsden	Etheridge Shire Council
Mark Wuth	Cairns Regional Council
Denney Phillips	Cairns Regional Council
Simon Page	Cairns Regional Council

Graham Stanford	Tablelands Regional Council
Mark Vis	Tablelands Regional Council
Peter Martin	Hinchinbrook Shire Council

### 1. Welcome

The meeting was opened at 10.15 am and introductions undertaken for new participants.

### 2. Acceptance of previous minutes, No. 18, 22 September 2017

The previous minutes were accepted.

### 3. Actions from Previous Meeting:

The actions from the previous meeting were held over to be discussed as part item no. 6 - :Reform and Refocus'

Item	Action	Responsibility
16.3	<p><b>Creation of a Bid Pool Interaction Portal</b></p> <p><i>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..</i></p>	CRC
16.4	<p><b>Water Security Planning</b></p> <p><i>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.</i></p>	CRC
16.5	<p><b>Regional Workforce Skills Gap Analysis</b></p> <p><i>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.</i></p>	CRC

#### 4. New Business:

19.1	Discussion around collective tender for sewer relining programme for 2018/2019 FY	Amanda Hancock	
<b>CCRC</b>			
<b>Value</b>		\$1.2-1.5m(Total)	
<b>Contractor</b>		Using 're-lining solutions.'	
<b>Current Arrangements/</b>	<b>Contractor Engagement</b>	Currently finalising a 3 year contract (2+1).	
<b>Programs/Schedule</b>		To be provided	
<b>MSC:</b>			
<b>Value</b>		\$1m/year	
<b>Contractor</b>		Using 're-lining solutions.'	
<b>Current Arrangements/</b>	<b>Contractor Engagement</b>	Year to year basis	
<b>Programs/Schedule</b>		Work program approx. 4-5 years long	
<b>DSC:</b>			
<b>Value</b>		\$3m(Completed to date) + future works	
<b>Contractor</b>		Using 're-lining solutions.'	
<b>Current Arrangements/</b>	<b>Contractor Engagement</b>	3year contract – complete in June	
<b>Programs/Schedule</b>		3 year program	
<b>Remaining Councils in attendance:</b>			
<b>Etheridge</b>		No relining requirement(Septic)	
<b>Cooktown</b>		No Re-lining requirement.	
<b>Yarrabah</b>		No requirement(watching brief)	
<b>19.1(a) Action item: Remaining Councils to advise of the council's current sewer re-lining contract arrangements:</b>			
Remaining councils to advise on :		Cairns Regional Council	
- Value		Hinchinbrook Shire Council	
- Contractor		Hope Vale Aboriginal Shire Council	
- Specific contract arrangements (i.e. Engagement period)		Tablelands Regional Council	
- Programmes/Schedule		Wujal Wujal Aboriginal Shire Council	
		Carpentaria Shire Council	
LGAQ advised that a similar program is being run within other QWRAPS. It is noted that this may cause resourcing issues on a state-wide basis if not taken into account during tender/programming considerations.			
<b>19.1(b) Action Item: Councils under current contractual arrangements (i.e. CCRC, MSC, DSC et al) to send copy of current contract and procurement documentation, and current program of works to Amanda Hancock.</b>			
It was noted many Councils were experiencing water infiltration issues around and upstream from the House Connection Branch (HCB) to the sewer main. Pending further investigation, this may be raised as an agenda item into the future.			

**19.1(c) Action Item: Lachlan Rankine to follow up with Cairns Regional Council Regarding current process around water infiltration issues internal to the property boundary.**

19.2	Contract and Procurement Documentation Project	Amanda Hancock	
<p>FNQ Regional Water Alliance Councils advised that RRTG TC have begun a program to regionally collaborate on Regional Contract and Procurement Documentation project. The project has received funding (DTMR State-wide Capability Development Funding) towards total cost, with the remaining portion being contributed by councils (on a population basis).</p> <p>It was noted that these documents are intended to be used council wide, and as a result, it is requested that individual council departments (i.e. Water/Waste &amp; Infrastructure departments) consider their requirements and discuss with their representative on the project committee to ensure each council's needs are appropriately considered/addressed in entirety.</p> <p>It was noted that the most effective way to administrate this was through an update/stakeholder list, with individuals communicating their needs back through the committee representative.</p> <p>Arron Hieatt (LGAQ) nominated the opportunity for funding to be sought from QWRAP for council specific training in the use and understanding of these documents.</p> <p><b>Action Item 19.2(a): AH/LR to develop a Regional Contract and Procurement Documentation Project stakeholder/update list.</b></p> <p><b>Action Item 19.2(b): LR to send out list of the Regional Contract and Procurement Documentation Project committee members for each council.</b></p> <p><b>Action Item 19.2(c): LR/AH to raise opportunity for council specific training within the Regional Contract and Procurement Documentation Project committee. If supported, submit a funding request under QWRAP for council specific training in the use and understanding of the documentation for end users.</b></p>			

## 5. FNQROC Update

19.3	<b>FNQROC Update</b>	Darlene Irvine	
<p>Darlene gave an update as to the strategic direction of FNQROC:</p> <ul style="list-style-type: none"> <li>- The FNQROC Strategic Operational Plan and budget was adopted by the Board 12 February 2018. This plan incorporates: <ul style="list-style-type: none"> <li>- the December 2016 discussion paper on regional issues and opportunities identified by all technical committees;</li> <li>- the Boards adopted Strategic Economic Priorities (June 2017), and</li> <li>- FNQROC's mission within our Charter being advocacy, collaboration and resource sharing.</li> </ul> </li> </ul>			

Darlene also provided an overview of the Boards deliberations regarding technical committees and in particular our participation within QWRAP. FNQROC has 13 technical committees with a number of staff members attending more than one of these committees; it is recognised that this is a resource strain on a number of councils however they recognised the benefits of at minimum of meeting to share information, knowledge and experience. Projects undertaken on a regional basis need to ensure that it will have a real positive impact on councils which also means that staff are engaged in the delivery of these projects.

Regarding QWRAP participation, negotiations occurred over 8 months with LGAQ to reach an agreement on our participation. This agreement includes running the committee as we do all our other committees:

- We have standard TOR for all committee's;
- We don't do projects for the sake of doing projects – projects needs to show a real current need and benefit;
- Aligned with the operational split (eastern councils and western councils – with no council excluded from the other) we will have our Water Alliance group but water will also be discussed at our western council forums. We have secured an increase in base funding to support this.

The conversation then focused on how these areas relate to the individual needs of the councils. Further discussion of which can be found in item 19.4.

## 6. FNQ Regional Water Alliance – Reform and Re-focus – Discussion around future focus.

19.4	Discussion on areas and projects of focus moving forward	Lachlan Rankine	
<p>Prior to the meeting, a discussion paper was circulated, identifying projects that have been considered by the group to this point. It was noted that in considering these, there may be projects which provide greater benefit to member councils. The group then discussed opportunities and projects that could be prioritised, and projects that provided ready and clear benefit to the operation of councils. From these discussions, the following opportunities were identified:</p> <ul style="list-style-type: none"> <li>• Water Loss/Leak detection(up to 100% in some councils) options and joint procurement of bulk water metersSCADA</li> <li>• Regional Sewer relining joint procurement/contract</li> <li>• Retention and turnover of staff</li> <li>• Operator broad spectrum/system knowledge (i.e shortfalls between cert III and operational requirements(See training below)</li> <li>• Training/Educational improvement video series</li> </ul> <p><b>Action Item 19.4(a): Lachlan to follow up with Brad Milligan (Queensland Health - Tropical Public Health Services) regarding water supply training and educational videos to be distributed to member councils.</b></p> <ul style="list-style-type: none"> <li>• Lack of 'tied funding' within indigenous councils (i.e. water infrastructure specific funding)</li> <li>• Telemetry/SCADA connectivity issues as a result of telecommunication limitations/black spots</li> <li>• Asset Management (some councils lack formalised management of some asset</li> </ul>			

classes) Opportunities to be considered on how to commence/develop this program

**Action Item 19.4(b): LR/DI to discuss with Queensland Treasury Corporation (QTC) for opportunities in getting specialist advice/training in the development of asset management systems.**

- Introduction of an innovation and improvement running agenda item, providing a forum in which councils can present trials/programs/innovative methodologies for the betterment of the group

**Action Item 19.4(c): Cassowary Coast Regional Council (Geoff Smart) to present at the next meeting(11 May 2018) on the findings of their trials of Magnesium Hydroxide Injection Systems in the control and management of Hydrogen Sulphide and the consequential issues associated with odour, asset deterioration and failure.**

- Cross Training/Professional development (with regard to regional methodologies on common issues such as loss/leak detection

**Action Item 19.4(d): Cairns Regional Council requested to present/advise on their loss management strategy and loss detection approach/methodology.**

**Mark Wuth CRC joined the meeting**

**7. Update from LGAQ and Water Directorate**

19.5		Arron Hieatt (LGAQ)	
<p><b>19.5(a) Grant reform –</b></p> <p>The LGAQ’s top priority this year is to work with the Queensland Government to review and revise the current grant funding arrangements with local governments. Last year the Dept. of Infrastructure, Local Government and Planning in partnership with LGAQ funded a research study by KPMG that showed more than 70 grant programs, with huge administration cost. The LGAQ is continuing to work with the new Queensland Government to progress this work. We are hoping to have the reforms in place by 2019, but expect that this may be a key election issue in the next State election.</p> <p><b>19.5(b) Water and sewerage funding –</b></p> <p>As part of the grant reform the LGAQ is seeking a stream of funding to support both capital and operational activities for water and sewerage. Councils will likely be expected to demonstrate that other relevant options have been explored before funding is available.</p> <p><b>19.5(c) Cape York Draft Water Plan</b></p> <p>The Dept. of Natural Resources, Mines and Energy (DNRME) has prepared a draft water plan for the Cape York catchment. This will be published for consultation in the coming weeks. This is the first time a plan has been developed for Cape York. Relevant councils are encouraged to review the plan as it will provide the governance for all water</p>			

allocations in the catchment – including local governments. Information about the plan can be found on the Department’s website: <https://www.business.qld.gov.au/industries/mining-energy-water/water/catchments-planning/water-plan-areas/cape-york>

**19.5(d) DNRME Water Allocation Compliance Program**

DNRME is undertaking a review of the state of water meter and water allocation compliance across Queensland. This review was triggered by the accusations of water theft in the Murray-Darling Basin, but is not confined to that area. An independent panel, chaired by Tim Waldron, is due to report on their findings at the end of February. Depending on the recommendations, there may be legal or policy changes to improve the ability of the Queensland Government to enforce water allocations. While not anticipated to affect councils, there will likely be greater scrutiny of water use and allocation limits over the next year.

**19.5(e) Asset Management – Investigation into depreciation vs. renewals annuity accounting**

The LGAQ has engaged QUT and the Asset Institute to study the impact of depreciation vs. renewals annuity accounting for water and sewerage assets. This research comes on the back of a Queensland Audit Office report last year, and subsequent Parliamentary Committee inquiry into local government financial sustainability. We expect the report will be completed by the end of March, and will share with the group when finalised.

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

19.6	LGAQ Advisory Committee Update	Mark Wuth	
Held over to meeting of 11 May 2018.			

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

19.7	Utility Excellence Committee Update	Graham O’Byrne	
Held over to meeting of 11 May 2018			

**10. General Business**

None Arising.
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**11. Points for noting to the FNQROC Board**

None Arising.
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## 12. Next Meeting

Next meeting will be 11 May 2018

## 13. Actions arising out of current meeting

Item	Action	Responsibility
18.1	<b>LGAQ Asset Replacement program data survey/Response</b>	All Councils
19.1	<b>Collective tender for sewer relining programme for 2018/2019 FY</b>	
	<p><b>19.1(a)</b> Remaining Councils to advise of the council's current sewer re-lining contract arrangements:</p> <ul style="list-style-type: none"> <li>- Value</li> <li>- Contractor</li> <li>- Specific contract arrangements (i.e. engagement period)</li> <li>- Programmes/Schedule</li> </ul> <p><b>19.1(b)</b> Councils under current contractual arrangements (ie. CCRC, MSC, DSC et al) to send copy of current contract and procurement documentation, and current program of works to Amanda Hancock.</p> <p><b>19.1(c)</b> Action Item: Lachlan Rankine to follow up with Cairns Regional Council Regarding current process around water infiltration issues internal to the property boundary.</p>	<p>Cairns Croydon Hinchinbrook Hope Vale Tablelands Wujal Wujal Carpentaria</p> <p>Lachlan Rankine</p>
19.2	<b>Contract and Procurement Documentation Project</b>	
	<p><b>19.2(a):</b> LR/AH to develop a Regional Contract and Procurement Documentation Project stakeholder/update list.</p> <p><b>19.2(b):</b> LR to send out list of Regional Contract and Procurement Documentation Project committee members for each council.</p> <p><b>19.2(c):</b> LR/AH to raise opportunity for council specific training within the Regional Contract and Procurement Documentation Project committee. If supported, submit a funding request under QWRAP for council specific training in the use and understanding of the documentation for end users.</p>	<p>Lachlan Rankine</p> <p>Amanda Hancock</p>
19.4	<b>New Projects</b>	
	<p><b>19.4(a):</b> Lachlan to follow up with Brad Milligan(Queensland Health - Tropical Public Health Services) regarding water supply training and educational videos to be distributed to member councils.</p> <p><b>19.4(b):</b> LR/DI to discuss with Queensland Treasury Corporation (QTC) for opportunities in getting specialist advice/training in the development of asset management programs.</p>	<p>Lachlan Rankine</p> <p>Lachlan Rankine Darlene Irvine</p>

	<p><b>19.4(c):</b> Cassowary Coast Regional Council (Geoff Smart) to present at the next meeting(11 May 2018) on the findings of their trials of Magnesium Hydroxide Injection Systems in the control and management of Hydrogen Sulphide and the consequential issues associated with odour, asset deterioration and failure.</p>	Geoff Smart
	<p><b>19.4(d):</b> Cairns Regional Council requested to present/advise on their loss management strategy and loss detection approach/methodology.</p>	CRC

Unconfirmed