



# WATER DIRECTORATE

## ANNUAL GENERAL MEETING 2015 12 NOVEMBER 2015

10.20 am Maddocks Offices  
Level 27, 123 Pitt Street, Sydney NSW 2000

### Item 1

#### Welcome

##### Attendees

Russell Deans  
Jim Collins  
Neil Sutton

##### Organisation

Bathurst City Council  
Bega Valley Shire Council  
Coffs Harbour City Council

##### Proxy received from GM of:

Bathurst City Council  
Bega Valley Shire Council  
(Visitor) Coffs Harbour City Council  
Dubbo City Council and Warren Shire Council  
Eurobodalla Shire Council  
Griffith City Council  
MidCoast Water N/A – is A/GM  
Narromine Shire Council  
Orange City Council  
Port Macquarie Hastings Council  
Rous Water  
Shoalhaven City Council  
Tamworth Regional Council  
Tweed Shire Council  
Upper Hunter Shire Council  
Wagga Wagga City Council and Cootamundra Shire Council  
Wyong Shire Council  
N/A  
N/A  
N/A  
N/A  
N/A

Stewart McLeod

Dubbo City Council

Brett Corven  
Graham Gordon  
Brendan Guiney  
Kerrie Murphy  
Wayne Beatty  
Jeff Sharp

Eurobodalla Shire Council  
Griffith City Council  
MidCoast Water  
Narromine Shire Council  
Orange City Council  
Port Macquarie-Hastings Council

Wayne Franklin  
Tony Holmes  
Bruce Logan  
David Oxenham  
Alan Fletcher  
Heinz Kausche

Rous Water  
Shoalhaven City Council  
Tamworth Regional Council  
Tweed Shire Council  
Upper Hunter Shire Council  
Wagga Wagga City Council

Greg McDonald  
Sascha Moege  
Greg Matthews  
Gary Mitchell  
Juliet Cobb  
Michael Clark

Wyong Shire Council  
LGNSW Representative  
LGNSW Representative  
Water Directorate  
Water Directorate  
Water Directorate

- Jeff Sharp welcomed everyone, particularly our visitors, to the thirteenth Annual General Meeting of the Water Directorate.

*Resolution: Quorum achieved with 16 attendees receiving 18 proxies to vote.  
Jeff Sharp moved that the meeting was in accordance with the Associations Incorporation Act, 2009 & the Associations Incorporation Regulation, 2010. Seconded by Stewart McLeod.*

#### Apologies:

Jason Ip  
Sunil Prakash

Riverina Water  
Wakool Shire Council

Riverina Water  
N/A

*Resolution: Jeff Sharp moved that the apologies be accepted. Accepted by the meeting unanimously.*

### Item 2: Minutes of the Previous Meeting

- Minutes of the previous AGM were reviewed.
- There were no corrections or comments received.

*Resolution: The minutes of the 2014 meeting were accepted unanimously.*

### Item 3: Chair's Report

- Jeff Sharp reported on the following:
  - During 2014/15 there were two submissions to State Government, firstly regarding Heads of Consideration for drafting LWU Regulations and secondly regarding the Occupational Profile of the Water Industry Workforce in Local Government. All the Executive Committee members who contributed to these submissions through a workshop and survey are thanked for their input.
  - Liaison with the State Government Departments and associations remained a major focus particularly as the 'Fit for the Future' reform agenda continues.
  - During the year Executive Committee member Doug Hill retired after 16 years; We thank Doug and Tamworth Regional Council for his time and contributions.
  - Welcome two new committee members Bruce Logan and Graham Gordon.
  - Also during the past year Greg Matthews was appointed to the Executive Committee from LGNSW.
  - I want to acknowledge the outstanding contribution of Stewart McLeod as the only Executive Committee member remaining from the inaugural meeting almost 17 years ago. On behalf of the Executive Committee we thank Stewart for his efforts and enthusiasm over this time.
  - Would like to thank staff members Gary Mitchell, Eloise Stanley and Michael Clark for their excellent support of the Water Directorate's activities. Also welcome Juliet Cobb to the publications role, following Eloise's resignation.

*Resolution: The Chair's report was accepted unanimously. Stewart McLeod requested a letter of thanks be written by the Chair on behalf of the Water Directorate to Eloise Stanley for her contribution over the past 17 years. Accepted unanimously.*

### Item 4: Executive Officer's Report

- Gary Mitchell's report noted the following:
  - In 2014/15 membership remained at 97/102 or 95% for a fourth year.
  - During the year four Water Directorate projects were undertaken and three were completed and distributed to member councils. These included:
    - Revised *Blue-Green Algae Decision Flowchart* in September '14
    - **New Guidelines for Trenchless Installation, Replacement or Rehabilitation of Pipelines Management Protocols** in March '15
    - **New Easement Guidelines** in June '15
    - Revised Draft *s64 Guidelines* – **not finalised** due to insufficient data for reliable analysis
    - **New WIOA Practical Guide to the Optimisation of AS Plants** purchased in October '14
  - No joint projects were undertaken in 2014/15.
  - Councilor Greg Matthews from Dubbo City Council filled the vacancy for the second LGNSW representative appointment.

*Resolution: Jeff Sharp moved that the Executive Officer's Report be accepted. Seconded by Stewart McLeod.*

### Item 5: Financial Report

- Gary Mitchell tabled the financial report and advised that the auditors were satisfied with the accounts and that they had been signed and completed.
- Points of interest included:
  - Income increased significantly in 2014/15 hence the overall surplus decreased for the first time in seven years by \$19,947.
  - This meant that the accumulated funds for 2014/15 decreased to \$429,153.
  - Accumulated funds have reduced to 81% of the 2014/15 income and are approx 6 times the minimum 10-15% range of income as resolved in 2004.
  - After 16½ years of operation, the accumulated funds decreased from approximately 7.7% to 6.6% of the estimated total income since commencement. This figure is based on an estimated total income of \$6.53M over 16½ years.

*Resolution: Jeff Sharp moved that leave entitlements be shown as restricted funds and the Financial Report be accepted. Accepted unanimously. Juliet Cobb to upload the audited financial report to the website with the minutes of AGM by the end of November.*

**Item 6: Appointment of Auditors 2012/13 to 2014/15**

- Gary Mitchell advised that the current auditors, LWK Chartered Accountants, have provided a good service for the past three years.
- In 2015/16 an auditor will be appointed for a further three year period.

*Resolution: Call quotes for an auditor for the three-year period 2015/16 to 2017/18. Accepted unanimously.*

**Item 7: Annual Review 2014/15**

- Gary Mitchell distributed copies of the Annual Review 14/15 to attendees.
- Sascha Moege requested that Appointed Representatives (himself and Greg Matthews) be included in future Annual Reviews.

*Resolution: Jeff Sharp moved that the 2014/15 Annual Review be accepted and Appointed Representatives be included in future Annual Reviews. Accepted unanimously.*

**Item 8: General Business**

- Jeff Sharp advised that Wayne Franklin and Heinz Kausche are resigning from the Executive Committee.

*Resolution: Jeff Sharp moved that we thank and acknowledge Wayne Franklin and Heinz Kausche for their contributions to the Executive Committee. Accepted unanimously.  
Gary Mitchell to write letters to both councils thanking them for supporting Water Directorate activities over this period.*

Meeting closed 10.40am.