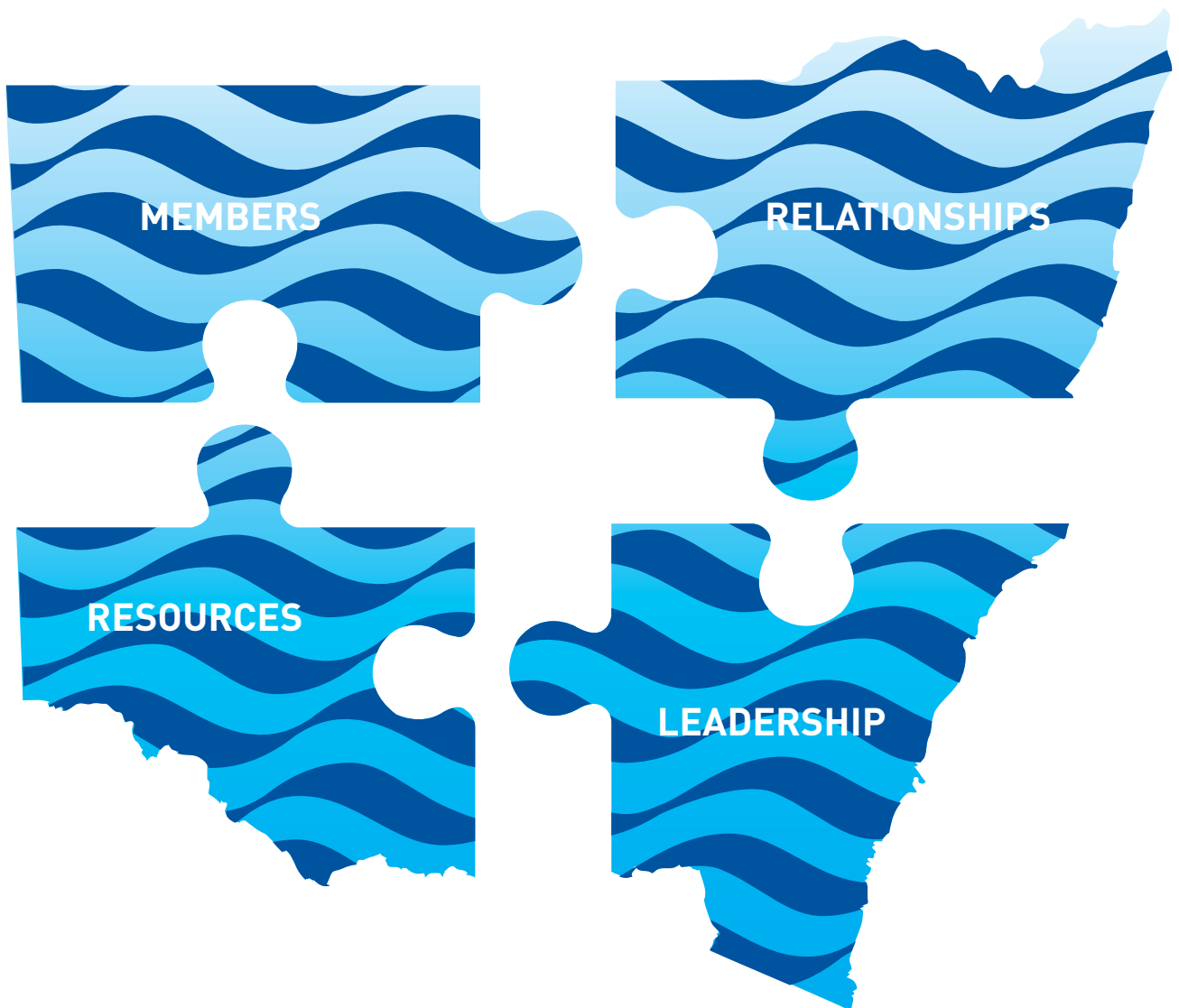


ANNUAL REVIEW

2017 / 2018



MEMBERS

86 out of 89 rural and regional NSW councils

RELATIONSHIPS

IPWEA
LGNSW
AWA
WSAA
QldWater

WIOA
DoI Water
NSW Health
IWC

RESOURCES

Publications, awards,
website, forum

LEADERSHIP

Executive Committee
of 18, representing
nine regions

CHAIR'S REPORT

I know I speak for all the Executive Committee in warmly thanking retiring Chair Jeff Sharp who stepped down at our November 2017 AGM, after he was promoted from Director Infrastructure and Asset Management at Port Macquarie-Hastings Council to a new role there as Strategy and Growth Director. Previously in March 2017 Jeff received a 15 year medallion and was only the fifth Executive Committee member to achieve this great milestone. When Jeff stood down from the Executive Committee he had represented the Mid North Coast Group of Councils for almost 16 years including the last 4 years as Chair of the Water Directorate. I wish him success in his new position.

Since being elected Chair, my main goal has been to review and update the Water Directorate's Strategic Business Plan. A tender process resulted in the Executive Committee appointing Professor Roberta Ryan, Director of the Centre for Local Government, University of Technology, to undertake the task.

Professor Ryan undertook a thorough process of researching the regional and rural water industry, surveying Water Directorate member councils and interviewing key stakeholders about the role and performance of the Water Directorate. She looked for gaps, areas of duplication and opportunities for partnerships. She talked to government and industry experts to obtain a wide view of the key issues facing local water utilities water now and in future.

It was heartening that 116 Water Directorate members responded to Professor Ryan's survey, a 65% response rate, which is remarkably high for online surveys. It is also pleasing to note that just under 70% of respondents are either very or somewhat satisfied with the Water Directorate.

The top issues members identified in the survey were shortage of skilled technical staff, ageing infrastructure/ cost of maintenance and cost of compliance with new proposed health-based targets.

Members said they want the Water Directorate to support LGNSW to advocate for the regional water sector and focus on capacity-building for all LWUs, with a focus on smaller councils. One exciting option for the future is

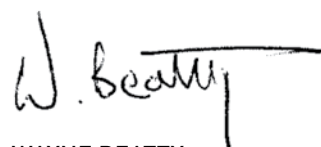
for the Water Directorate to form partnerships with one or more water or infrastructure organisations, whose objectives and activities align with ours, in order to better meet the needs of members by improving economies of scope and scale.

The final stage of the project is for Professor Ryan to prepare a plan that positions the Water Directorate to be relevant and useful to the rural and regional water sector going forward, and to make sure resources are being allocated to meeting the priorities of our members.

WE HAVE BUILT THE ORGANISATION
TO BE A HIGHLY RESPECTED EXPERT
BODY THAT IS UNIQUE...

As the Water Directorate approaches its 20th anniversary, I would like to honour the many people who have volunteered their time as members of the Executive Committee over the years. We have built the organisation to be a highly respected expert body that is unique in providing technical resources to - and advocating on behalf of - the water and sewer industry in rural and regional New South Wales.

There were some changes to the Executive Committee during the year. We welcomed David Kirby from Brewarrina Shire Council, Phil Hood from Upper Hunter Shire Council and Terence Seymour from Uralla Shire Council as new members. Brendan Guiney, MidCoast Council, returned following a brief hiatus and Mark Hely replaced outgoing LGNSW representative Sascha Moege who stepped down after ten years with the Executive Committee. Many thanks to Sascha and to departing members Alan Fletcher from Upper Hunter Shire Council, David Wolfenden from Moree Plains Shire Council and Phil Redan from Muswellbrook Shire Council who also resigned during the year.



WAYNE BEATTY

EXECUTIVE OFFICER'S REVIEW

Within a few months of publishing this Annual Review, we will be celebrating proudly the 20 year anniversary of the Water Directorate's official commencement in December 1998.

Our core business has always been to provide technical advice in the form of manuals and guidelines and in 17/18 we produced and distributed a further 5 publications to our 86 member Councils. A secondary function of the Water Directorate has been to promote, encourage and reward excellent work done in NSW by LWUs and in doing so we presented a further 6 sponsored awards.

Over 20 years the total number of publications distributed to member Councils including 7 WIOA Guidelines is 85 and the total number of sponsored awards presented is 61. I draw your attention to the timeline on pages 6 and 7 showing a comprehensive record of the Water Directorate's publications and awards as well as some significant events. It shows that 41 publications were produced in the first decade and 44 in the second decade. After 20 years the publication production rate is consistently over 4 publications per year. The timeline shows the production of publications decreased in the 'middle third' ie 2005 to 2013 however this is explained by the development of and involvement in the Water Loss Management Program which ran from 2006 to 2011 which was undertaken in partnership with LGNSW and with funding from the Federal Government. The timeline history also shows the 5 Water Directorate Chairs and staff to date.

The 17/18 publications are:

- *Third Party Infrastructure on Water Supply Reservoirs Guidelines Part 1, Engineering Aspects* NEW - Joint publication with Queensland Water Directorate
- *Third Party Infrastructure on Water Supply Reservoirs Guidelines Part 2, Legal Aspects* NEW
- *Report on Smart Metering Technology* NEW
- *Operations and Maintenance Manual for Water Pumping Stations* UPDATE
- *Cutting, Handling and Disposal of Asbestos Cement Pipes Guidelines* UPDATE

Currently the subject of the first two companion guidelines above is an area of great concern for NSW LWUs. The issue of third party infrastructure on water supply reservoirs is also commonly known as telcos on tanks. The first publication of the pair above is a joint publication with and managed by the Queensland Water Directorate. Boil water alerts appear to have been caused by contamination from birds roosting or nesting in reservoirs via damaged roofing caused by third party infrastructure on water supply reservoirs and thus requiring the necessity for careful internal/external inspections of reservoirs.

The 17/18 awards are:

- Sam Samra Joint Award went to Gunnedah Shire Council in September 2017 NEW – this is the **1st year** of presenting this award
- International WaterCentre Water Leader Scholarship went to Laljibhai Rathod from Kempsey Shire Council NEW in October 2017 - this is the **1st year** of presenting this award
- LGNSW Excellence in the Environment Award - Water Conservation Award went to Parkes Shire Council for their Integrated Water Infrastructure Renewal Project - this is the **4th year** of presenting this award after a previous 3 year involvement.
- WIOA Operator of the Year Award went to Dave Cashen from Bathurst Regional Council in April 2018 – this is the **12th year** of presenting this award since it was established by WIOA at the first NSW conference at Dubbo in 2007.
- Ozwater'18 Conference Attendance Award went to Tamarin Taylor from Riverina Water County Council in May 2018 – this is the **15th year** of presenting this award since the initiative was established by the Water Directorate in 2004.
- IPWEA NSW Conference Excellence Award - Innovation in Water Supply and Wastewater Award went to Eurobodalla Shire Council for their Rosedale & Guerrilla Bay Pressure Sewerage Scheme Project; and the Highly Commended Award went to both Narrabri Shire Council, and to Shoalhaven City Council at Hunter Valley in November 2017. This is the **18th year** of presenting this award since initiating it in 1999 and commencing in 2000 at Penrith Panthers.

The Water Directorate Forum was facilitated at the LGNSW Water Management Conference at Dubbo in September 2017 by me with assistance from Forum panellists Graham Kennett, Jason Ip, David Oxenham and Robert Siebert – this is the **15th year** of facilitating this Forum commencing in 2003 at Taree.

The Water Directorate Stream at IPWEA NSW Div Conference at the Hunter Valley in November 2017 was facilitated by me for approximately the **18th year** over a 19 year period commencing in 1999 at Penrith Panthers.

In October 2017 the Water Directorate made a submission to the IPART's Review of the Local Government Rating System collating comments from member Councils.



GARY MITCHELL

Attendance Record – Elected Representatives

Name	Council	Region	Attendance
Wayne Beatty	Orange City Council	Central West	6/7
Jim Collins	Bega Valley Shire Council	South East	4/7
Brett Corven	Eurobodalla Shire Council	South East	1/7
Russell Deans	Bathurst Regional council	Central West	6/7
Matt Fanning	Bellingen Shire Council	Mid North Coast	5/7
Alan Fletcher*	Upper Hunter Shire Council	Hunter	4/5
Graham Gordon	Griffith City Council	South West	4/7
Brendan Guiney**	MidCoast Council	Mid North Coast	2/2
Michael Herraman	Wingecarribee Shire Council	Illawarra	2/7
Phil Hood**	Upper Hunter Shire Council	Hunter	1/1
Jason Ip	Riverina Water County Council	South West	6/7
Graham Kennett	Kyogle Council	North Coast	6/7
Matt Kidd	Shoalhaven City Council	Illawarra	6/7
David Kirby**	Brewarrina Shire Council	Orana	3/4
Bruce Logan	Tamworth Regional Council	New England	5/7
Rolly Lawford	Gilgandra Shire Council	Orana	5/7
David Oxenham	Tweed Shire Council	North Coast	5/7
Phil Redan*	Muswellbrook Shire Council	Hunter	1/1
Jeff Sharp*	Port Macquarie – Hastings Council	Mid North Coast	5/5
Geoffrey Veneris	Goldenfields Water County Council	South West	6/7
David Wolfenden*	Moree Plains Shire Council	New England	1/1

Appointed committee members

Sascha Moege*	LGNSW representative	4/5
Mark Hely**	LGNSW representative	2/2
Councillor Rod Kendall	LGNSW representative	7/7

* Resigned or retired representative

** Nominated replacement or newly elected representative



After serving four years as Chair, Jeff Sharp (pictured left) handed over the Chair's role to Wayne Beatty (pictured right) and stepped down from the Executive Committee in February 2018. Both Jeff and Wayne are long standing members of the Executive Committee and have received 15 year medallions for their dedicated voluntary service to the Water Directorate.

CHAIRS:



Mike Rayner



Daryl McGregor



Stewart McLeod

SPONSORED AWARDS PRESENTED



IWC NSW Water Leader Program Scholarship since 2017



Sam Samra Local Government Award since 2017



LGNWSW Environment Award since 2011



WIOA Operator of the Year since 2007



AWA Ozwater Award since 2003



IPWEA Award since 2000



Gary Mitchell
Executive Officer



Eloise Stanley
Publications & Communications Officer

1999–2001 Chair: Mike Rayner

2002–2006 Chair: Daryl McGregor

2007–2013 Chair: Stewart McLeod

DEC 1998 Executive Committee Meeting 1

2001–2009 Millennium Drought

DEC 2002 Becomes an Incorporated Association

2006–2011 Water Loss Management Program

DEC 2006 Percy Allan Report

DEC 2008 Armstrong Gellatly Report

A BREIF HISTORY OF THE WATER DIRECTORATE

The Water Directorate was created by a group of concerned senior water managers in NSW local water utilities as a result of the abolition of many of the services of the NSW Public Works Department in the mid 1990s. Of particular concern was the need to have guidelines and manuals for consistency and standardisation.

After lobbying and gaining support over a couple of years, the Water Directorate officially commenced as an unincorporated association in December 1998. Sharing industry knowledge, networking and improving efficiencies are all part of providing technical support and direction to NSW local water utilities.



Jeff Sharp



Wayne Beatty



Juliet Cobb
Publications & Communications Officer

Practical Guide to the Operation and Optimisation of Chlorine and Chloramine Disinfection (Funded WIOA Publication)	Interim Blue-Green Algae Management Protocols - Update (2)	Section 64 Determination of Equivalent Tenements Guidelines - Update	Odour Management Guidelines	Water Loss Management Program for NSW LWA's. Final Report 2006-2011 - joint publication with LGNSW and Australian Government	Practical Guide to Odour Control in Sewage Transport Systems (Funded WIOA Publication)	Land Matters Guidelines Stage 1 - Joint publication with Roads & Transport Directorate	Design of Fire Flows Guidelines	Overview of the 2011 Australian Drinking Water Guidelines	Land Matters Guidelines - Joint publication with Roads & Transport Directorate - Update	Business Continuity Management Guidelines - Update	Backflow and Cross Connection Prevention Policy Guidelines - Update	Guidelines for Reuse of Sludge and Wastewater from Water Treatment Plants - Update	Practical Guide to the Operation and Optimisation of Activated Sludge Wastewater Treatment Plants (Funded WIOA Publication)	Blue-Green Algae Decision Flowchart - Update	Cutting, Handling And Disposal Of Asbestos Cement Pipes Guidelines - Update (2)	Blue-Green Algae Management Protocols - Update (3)	Guidelines for the Review of Environmental Factors (REFs)	O&M Manual for Chlorination Installations - Update (2)	WH&S Management Guidelines	Easement Guidelines - Joint publication with Roads & Transport Directorate	Occupational Profile of the Water Industry Workforce in NSW Local Government	Guidelines for Trenchless Installation, Replacement or Rehabilitation of Pipelines	Healthy Catchments, Healthy Water - Jointly funded Pous Water Guidelines	Water Loss Management Toolkit Operators' Guide - Jointly funded Centroc Guidelines	Specifications for Water and Wastewater Treatment Chemicals	O&M Manual for Sewage Treatment Plants - Update	Review of Dams Safety Bill 2015	Third Party Infrastructure on Water Supply Reservoirs Guidelines Part 1, Engineering Aspects	Report on Smart Metering Technology	Customer Service Plan Guidelines	O&M Manuals for Pressure Sewerage Systems	Section 64 Determination of Equivalent Tenements Guidelines - Update (2)	O&M Manual for Sewage Pumping Stations Update (2)	Third Party Infrastructure on Water Supply Reservoirs Guidelines Part 2, Legal Aspects	Drought Management Guidelines - Update	Water Entitlements Guidelines	Water Loss Management Toolkit Planning Guide - Jointly funded Centroc Guidelines	O&M Manual for Water Pumping Stations Update	Third Party Infrastructure on Water Supply Reservoirs Guidelines Part 2, Legal Aspects
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McLeod
Program (joint Federal Government, Water Directorate & LGNSW)

2014-2017 Chair: Jeff Sharp

2018-Chair: Wayne Beatty

Mar 2015
Executive Committee Meeting 100

Dec 2018
Upcoming 20 year anniversary

AUG 2011 Productivity Commission Inquiry Report

| Income and Expenditure 2017/18 and 2016/17

	2018	2017
	\$	\$
INCOME		
Membership fees	516,828	506,361
Sales – manuals and training	4,316	3,673
Investment income	5,122	10,757
Sundry income	783	0
Change in net market value of investment	3,679	2,355
Total Income	530,728	523,146
EXPENDITURE		
Accounting and audit	7,490	7,880
Advertising sponsorship	25,598	73,045
Bank Charges	1,860	1,821
Computer and website	9,253	5,567
Conferences, travel and accommodation	4,233	4,705
Consultants and technical support	119,550	193,405
Depreciation	1,170	1,203
Executive committee expenses	5,720	10,615
Insurance	4,854	8,716
IPWEA secretariat support	99,680	97,360
Legal fees	10,000	0
Printing and stationery	586	1,850
Salary and superannuation	246,420	236,269
Total Expenditure	536,414	642,436
Deficit	(5,686)	(119,290)
FUNDS HELD		
Balance beginning of year	115,988	235,278
Deficit	(5,686)	(119,290)
Balance end of year	110,302	115,988

As per past practice, membership fees rise each year by CPI. Income increased slightly in 2017/18 by 1.5% as a result of increases in four components of income. The only component of income that decreased was investment income which decreased by 52.4%. The 17.5% increase in sales of publications was against the trend.

Expenditure in 2017/18 was intentionally reduced by 16.5% to accord with the May 2017

Executive Committee resolution that Funds Held/ Balance end of year should be 2 to 3 months of expenditure instead of the long standing general agreement that Funds Held/Balance end of year should be 10% of Total Income. The target Funds Held/Balance end of year was 2 months of the previously recorded maximum expenditure, ie \$120,000 and the actual Funds Held/Balance end of year came in at approximately \$110,000.

Forecast Budget for 2018/19

	2019	%
	\$	
INCOME		
Membership fees	525,000	97.6
Sales – manuals and training	4,000	0.7
Investment income	6,000	1.1
Change in net market value of investment	3,000	0.6
Total income	538,000	100
EXPENDITURE		
Accounting and audit	8,000	1.5
Advertising and sponsorship	30,000	5.5
Bank charges	2,000	0.4
Computer and website	10,000	1.8
Conferences, travel and accommodation	5,000	0.9
Consultants and technical support	118,602	21.6
Depreciation	1,200	0.2
Executive committee expenses	7,000	1.3
Insurance	5,000	0.9
IPWEA secretariat support	100,000	18.2
General	500	0.1
Printing and stationery	1,000	0.2
Salary and superannuation	260,000	47.4
Total expenditure	548,302	100
Deficit	(10,302)	
FUNDS HELD		
Balance beginning of year	110,302	
Deficit	(10,302)	
Balance end of year	100,000	

It is forecast that a Balance end of year of \$100,000 will be a sufficient 2 month safety margin going into 2019/20.

Office accommodation and secretariat support are provided by the IPWEA Australasia Office.

Once again we are pleased that our accounts for 2017/18 have been approved by the auditors.

Member councils are welcome to request a copy of the financial statements and/or the auditor's report for 2017/18. The audited financial statements will be presented at the AGM on 15 November 2018 and subsequently published on our website for members to view.

MEMBERS BY REGION

Orana Region

Bogan Shire Council
 Bourke Shire Council
 Brewarrina Shire Council
 Central Darling Council
 Cobar Shire Council
 Coonamble Shire Council
 Dubbo Regional Council
 Gilgandra Shire Council
 Mid Western Regional Council
 Narramine Shire Council
 Walgett Shire Council
 Warren Shire Council
 Warrumbungle Shire Council

South West Region

Albury City Council
 Balranald Shire Council
 Berrigan Shire Council
 Bland Shire Council
 Carrathool Shire Council
 Cootamundra - Gundagai Regional Council
 Edward River Council
 Federation Council
 Goldenfields Water County Council
 Greater Hume Council
 Griffith City Council

Hay Shire Council
 Hilltops Council
 Junee Shire Council
 Leeton Shire Council
 Lockhart Shire Council
 Murray River Council
 Murrumbidgee River Council
 Narrandera Shire Council
 Riverina Water County Council
 Snowy Valleys Council
 Temora Shire Council
 Wagga Wagga City Council

Central West Region

Bathurst Regional Council
 Blayney Shire Council
 Cabonne Shire Council
 Central Tablelands Water
 Cowra Shire Council
 Forbes Shire Council
 Lachlan Shire Council
 Lithgow City Council
 Oberon Council
 Orange City Council
 Parkes Shire Council
 Weddin Shire Council

New England Region

Armidale Regional Council
 Glen Innes Severn Council
 Gunnedah Shire Council
 Gwydir Shire Council
 Inverell Shire Council
 Liverpool Plains Shire Council
 Moree Plains Shire Council
 Narrabri Shire Council
 Tamworth Regional Council
 Tenterfield Shire Council
 Uralla Shire Council
 Walcha Council

North Coast Region

Ballina Shire Council
 Byron Shire Council
 Clarence Valley Council
 Kyogle Council
 Lismore City Council
 Richmond Valley Council
 Rous County Council
 Tweed Shire Council

Mid North Coast Region

Bellingen Shire Council
 Coffs Harbour City Council
 Kempsey Shire Council
 MidCoast Council
 Nambucca Shire Council
 Port Macquarie-Hastings Council

Hunter Region

Muswellbrook Shire Council
 Singleton Shire Council
 Upper Hunter Shire Council

Illawarra Region

Shoalhaven City Council
 Wingecarribee Shire Council

South East Region

Bega Valley Shire Council
 Eurobodalla Shire Council
 Goulburn Mulwaree Council
 Queanbeyan-Palerang Regional Council
 Snowy Monaro Regional Council
 Upper Lachlan Shire Council
 Yass Valley Council

2017/2018 HIGH PRIORITY ACTIONS AT A GLANCE



PUBLICATIONS



EVENTS



AWARDS

September 17

- Third Party Infrastructure on Water Supply Reservoirs Guidelines Part 1 – Engineering Aspects
- Water Directorate Forum at LGNSW Water Management Conference at Dubbo
- Inaugural Sam Samra Award for most improved local water utility. Winner Gunnedah Shire Council.

October 17

- Chair Water Stream at IPWEA NSW Div Conference in Hunter Valley
- LGNSW Excellence in the Environment Awards, Water Conservation Award. Winner: Parkes Shire Council for the Parkes Integrated Water Infrastructure Renewal Project.
- Inaugural International WaterCentre NSW Water Leader Program Scholarship Award. Winner: Laljibhai Rathod, Kempsey Shire Council

November 17

- Report on Smart Metering Technology
- IPWEA NSW Conference Excellence Awards – Innovation in Water Supply and Wastewater Award at Hunter Valley. Winner: Eurobodalla Shire Council for their Rosedale and Guerilla Bay Pressure Sewerage Scheme.

February 18

- Third Party Infrastructure on Water Supply Reservoirs Guidelines Part 2 – Legal Aspects

April 18

- O&M Manual for Water Pumping Stations Update
- WIOA Operator of the Year Award. Winner: Dave Cashen, Bathurst Regional Council.

May 18

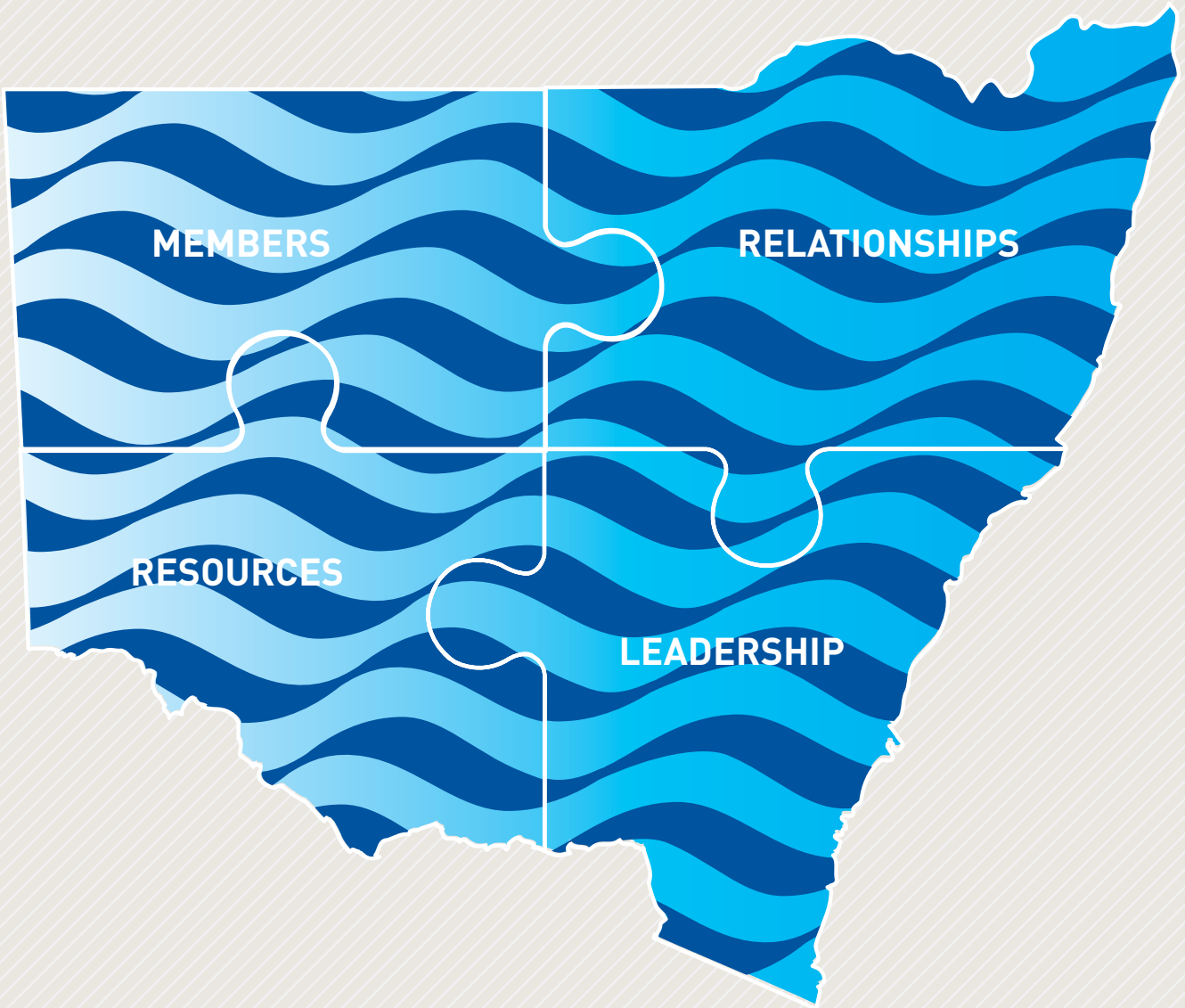
- Cutting, Handling and Disposal of Asbestos Cement (AC) Pipe Guidelines Update
- Ozwater '18 Conference Attendance Award. Winner: Tamarin Taylor, Riverina Water County Council.



WATER DIRECTORATE

Providing NSW local water utilities with technical publications since 2000





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