

ANNUAL REVIEW

14/15

Providing regional water authorities with independent, expert advice, technical support, shared industry knowledge, improved efficiencies and long term planning.



WATER
DIRECTORATE

Chair & Executive Officer Review

CHAIR REVIEW

As my first full year as Chair, I am pleased to report that we have continued to strengthen our position as the leading technical association for NSW local water utilities.

In November we held the *Local Water Utilities Regulations Workshop* in response to the NSW Government's Fit for the Future discussion paper. The workshop was well attended and developed a number of Heads of Consideration for the regulation. Formal discussions are now underway with senior staff of the Office of Local Government regarding these outcomes.

In December the Water Directorate and WSAA signed an MOU establishing opportunities for our members and reinforcing our commitment to work together as advocates for the water industry.

Previously I indicated that a major focus for this year would be the update of our extensive suite of manuals and guidelines. Additional resources have been employed and by the end of 2015/6, another five O&M Manuals and one technical guideline will have been revised and republished.

Another activity I am proud of this year is the significant donation made on behalf of our members to WaterAid Australia. For the first time the Executive Committee resolved to donate \$10,000 to WaterAid Australia in recognition of the outstanding work it does in providing sanitation programs in Timor Leste and Papua New Guinea.

Finally, I would like to thank all the members of the Executive Committee for their involvement over the past year. I want to thank retiring members, David Steller and David Webb for their efforts. I also want to particularly thank Doug Hill who is retiring from the Executive Committee after 16 years for his outstanding service.



Jeff Sharp

EXECUTIVE OFFICER REVIEW

The release of the *2013-14 NSW Water Supply and Sewerage Performance Monitoring Report* shows that NSW LWUs continue to lead the way nationally in providing safe and affordable water and sewer services for regional NSW. The outstanding performance of LWUs is highlighted in this annual review.

The results of an occupational profile survey undertaken by the NSW Public Sector ITAB on behalf of the Water Directorate this year are also highlighted in this annual review. The survey determined the number of employees in the water occupations as defined in the Australian Water Occupations Framework.

Over the past year we have concentrated on continuing to produce high quality technical documents including: a revised *Blue-Green Algae Action Flowchart*; a new technical document *Guidelines for Trenchless Installation, Replacement or Rehabilitation*; and the *Easement Guidelines* were produced in conjunction with the IPWEA NSW Roads and Transport Directorate. In addition, the Water Directorate distributed the latest *WIOA Practical Guide to the Operation and Optimisation of Activate Sludge Plants* to all our members.

The promotion of industry best practice and outstanding excellence is also essential to our corporate mission. This year we sponsored four industry awards including the *WIOA NSW Operator of the Year*, the *OzWater Attendance Award* in conjunction with AWA; the IPWEA (NSW Division) *Excellence Award for Innovation in Water and Wastewater*; and a new award for *Water Conservation* as part of the LGNSW Excellence in the Environment Awards.

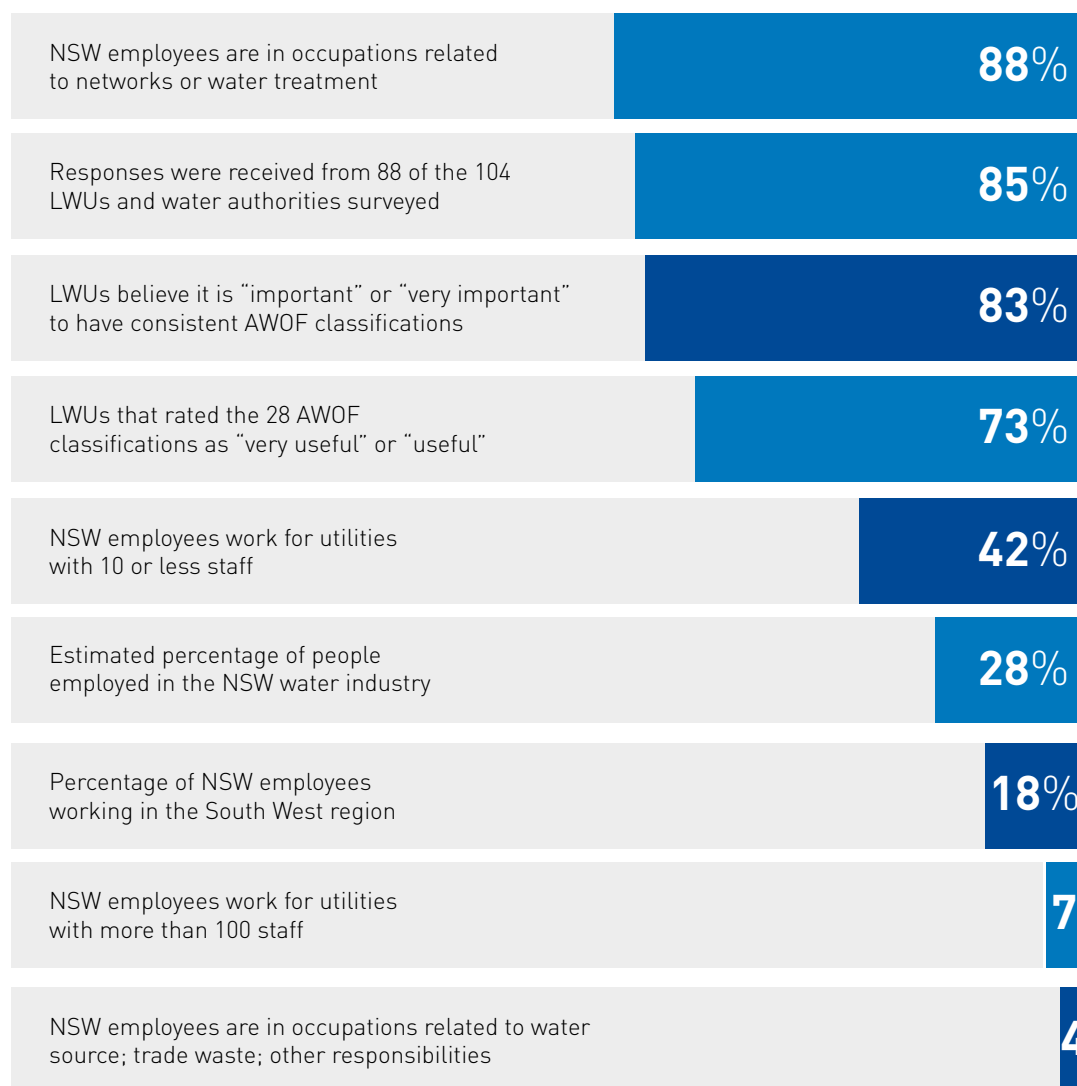
Once again I would like to thank the Executive Committee members for their time and efforts over the past year. I believe the ongoing commitment of our Executive Committee members to the promotion of the NSW local government water industry is outstanding.



Gary Mitchell

Occupational Profile of the NSW Water Industry

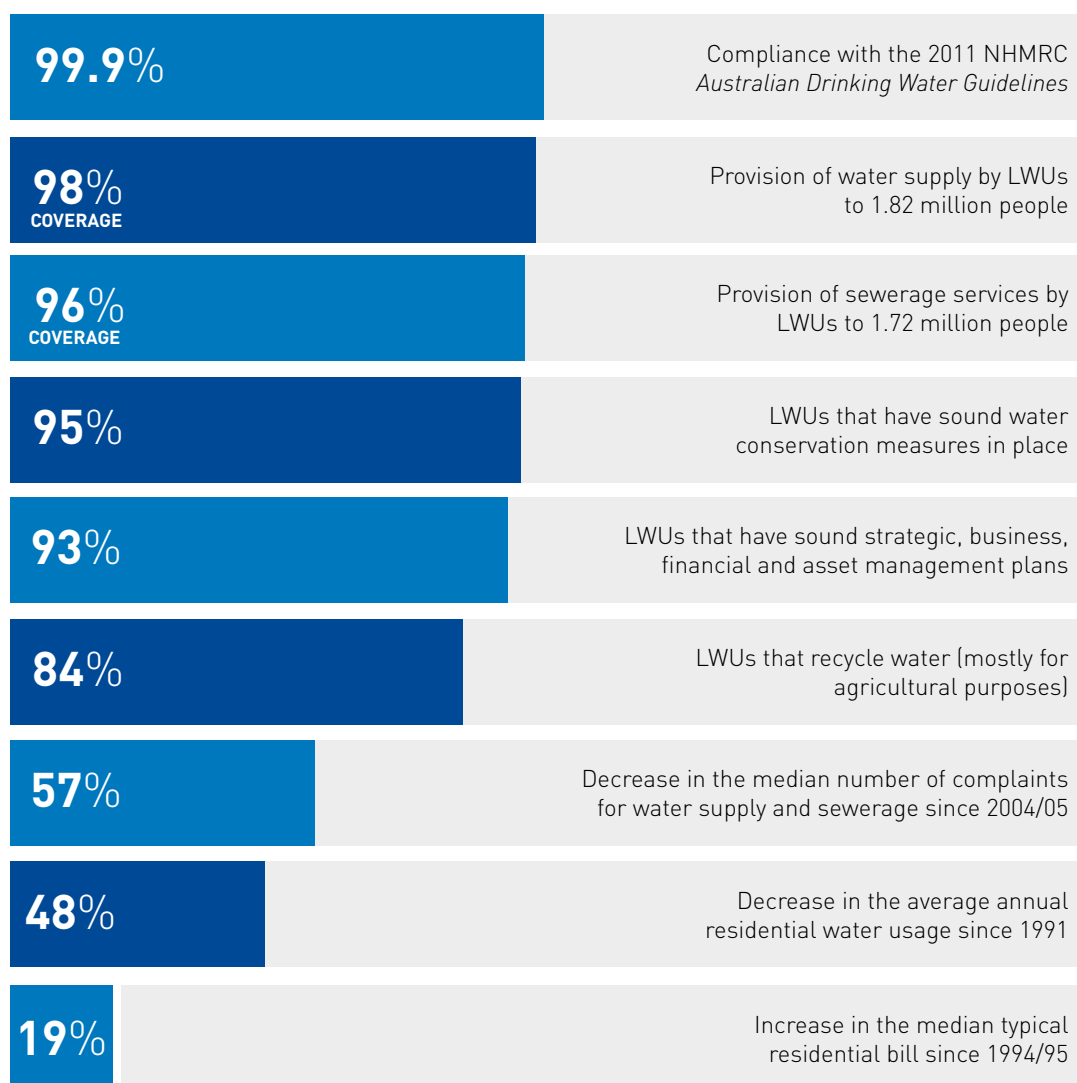
The *Occupational Profile of the Water Industry Workforce in NSW* was published in April 2015. The data was also provided to Government Skills Australia as part of a project to determine the size of the water industry workforce nationally. Key findings include:



The *Occupational Profile of the Water Industry Workforce* in NSW can be accessed in its entirety from the Water Directorate website at <http://bit.ly/10NBzOs>.

Outstanding Performance of the NSW Water Industry

The 2013/14 NSW Water Supply and Sewerage - Performance Monitoring Report was released in April 2015. It highlighted the continuing improvements in the delivery of best practice water and sewerage services in regional NSW including:



The 2013/14 NSW Water Supply and Sewerage - Performance Monitoring Report can be accessed in its entirety on the Department of Primary Industries Water website at: www.water.nsw.gov.au.

High Priority Actions

A key objective of the Water Directorate is to provide technical advice and support to our member councils. We achieved this by:

- producing relevant and timely technical publications
- sponsoring industry best practice awards
- making submissions to various government inquiries
- convening workshops on relevant industry topics and
- hosting an online discussion forum for water industry professionals

At the annual planning meeting our list of priority actions is reviewed and updated. Members are always encouraged to send suggestions for new projects and are formally invited to attend the Annual General Meeting in November.

During the annual planning meeting our Strategic Plan is reviewed and updated. A copy of our current Strategic Plan is available on request. Project suggestions or enquiries should be sent to Gary Mitchell on gmitchell@waterdirectorate.asn.au

Publications, Submissions and Awards 2014/15

AUG 2014

- Facilitated the **Water Directorate Forum** at LG NSW Conference at Port Macquarie

SEP 2014

- Revised and published the **Blue-Green Algae Action Flowchart**

OCT 2014

- Distributed copies of the **WIOA Practical Guide to the Operation and Optimisation of Activated Sludge Plants**
- Facilitated the Water Forum and Water Stream at IPWEA (NSW Division) Conference at Coffs Harbour
- Sponsored the Innovation in **Water Supply and Wastewater Excellence Award** won by Yass Shire Council for the Yass Dam Upgrade

NOV 2014

- Facilitated a one day **Local Government Utility Regulations Workshop** in Sydney
- Donated **\$10,000 to WaterAid** in recognition of its outstanding sanitation programs

DEC 2014

- Signed a **Memorandum of Understanding** with Water Services Association of Australia
- Sponsored the **LGNSW Water Conservation Award** won by Blacktown City Council for Showground Precinct WSUD Redevelopment

MAR 2015

- Published the **Guidelines for Trenchless Installation, Replacement or Rehabilitation of Pipelines**
- Executive Officer presented the **WIOA NSW Operator of the Year Award** to Glenn Clifford of Dubbo Shire Council
- Orange City Council won the Orica NSW Water Taste Test at the **WIOA NSW Annual Conference**
- Published the final version of the **Workshop Output Paper Regulation of Local Water Utilities** prepared on behalf of the Water Directorate by Atom Consulting

APR 2015

- Executive Officer participated in the **AWA Innovation Forum**
- Executive Officer attended the **AWA Heads of Water Dinner** in Sydney

MAY 2015

- Executive Officer presented the joint Water Directorate/AWA **OzWater Attendance Award** to Rebecca Borwell of MidCoast Water
- Executive Officer attended the **AWA National President's Dinner** at Ozwater'15 in Adelaide
- Published the **Occupational Profile of Water Industry Workforce** prepared on behalf of the Water Directorate by the NSW Public Sector ITAB
- Published the **Easement Guidelines** in conjunction with the IPWEA NSW Roads & Transport Directorate

Executive Committee 2014/15

Executive Committee 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	3/7
Brett Corven	Eurobodalla Shire Council	South East	6/7
Russell Deans	Bathurst City Council	Central West	6/7
Alan Fletcher	Upper Hunter Shire Council	Hunter	3/7
Wayne Franklin	Rous County Council	North Coast	5/7
Graham Gordon*	MidCoast Water	Mid North Coast	3/3
Brendan Guiney	MidCoast Water	Mid North Coast	6/7
Doug Hill#	Tamworth Regional Council	New England	2/4
Tony Holmes	Shoalhaven City Council	Illawarra	4/7
Jason Ip	Riverina Water County Council	South West	6/7
Heinz Kausche	Wagga Wagga City Council	South West	7/7
Bruce Logan*	Tamworth Regional Council	New England	3/3
Greg McDonald	Wyang Shire Council	Hunter	6/7
Stewart McLeod	Dubbo City Council	Orana	5/7
Kerrie Murphy	Narromine Shire Council	Orana	3/7
David Oxenham	Tweed Shire Council	North Coast	6/7
Jeff Sharp	Port Macquarie Hastings Council	Mid North Coast	7/7
David Steller#	Armidale Dumaresq Council	New England	1/4
David Webb#	Lockhart Shire Council	South West	4/4

Resigned or retired representative

* Nominated replacement or newly elected representative

The Executive Committee is comprised of 20 representatives, 18 elected members representing 9 local government non-metropolitan regions and 2 nominated from the Local Government NSW. The Executive Committee meets on a regular basis in Sydney to discuss the high priority actions and projects of the Water Directorate.

At the end of 2014 three members resigned from the Executive Committee: Doug Hill, David Steller and David Webb. Special thanks are extended to Doug Hill who stepped down after serving on the Executive Committee for a continuous period of 16 years. Stewart McLeod is now the only remaining inaugural member of the Executive Committee elected in 1998.

Biennial elections were held in December 2014 and two new members were elected: Bruce Logan from Tamworth Regional Council and Graham Gordon from Griffith City Council. All other representatives from the two year period 2013-2014 were re elected providing Water Directorate members with consistent technical advice and representation.

The strength of the Executive Committee is its depth of technical and managerial knowledge combined with the balance it creates between large and small councils from all areas of rural and regional NSW. As at August 2015 a vacancy for a New England Region representative exists and General Managers have been invited to nominate a second representative from this region.

Income and Expenditure 2014/15 and 2013/14

	2015	2014
Income		
Membership fees	499,343	485,923
Sales – manuals and training	4,927	2,377
Interest income	21,512	22,816
Co-funding	0	0
Sundry income	0	300
Change in net market value of investment	2,281	3,426
Total income	528,063	514,842
Expenditure		
Accounting and audit	7,300	6,950
Advertising and sponsorship	40,583	18,725
Bank charges	343	347
Computers and website	3,784	3,368
Conferences, travel and meetings	8,081	6,366
Consultants and technical support	145,469	103,609
Executive committee	10,169	13,359
Insurance	7,167	7,199
Industry membership	1,781	1,628
IPWEA secretariat support	62,104	55,891
Printing, postage and stationery	8,240	7,646
Salary and superannuation	252,989	210,163
Total expenditure	548,010	435,251
SURPLUS FUNDS (funds used)	(19,947)	79,591
FUNDS HELD		
Balance beginning of period	449,100	369,509
Surplus (funds used)	(19,947)	79,591
Balance end of year	429,153	449,100

Income increased slightly in 2014/15 by 2.6% as a result of a rises in membership fees and a modest rise in the sale of technical documents. Membership fees rise each year by the CPI to ensure that overall income is growing at a pace that will cover everyday rises in expenditure. As our primary source of income, membership fee increases are reviewed annually by the Executive Committee.

Expenditure however increased in 2014/15 by a significant 24.5%. The main increases were Advertising and sponsorship (116. 4%), Consultants

and technical support (34.5%) and Conferences, travel and meetings (26.9%).

These increases reflect a greater number of high priority actions being completed during the year including the sponsorship of an additional two awards and a number of large projects coming to a conclusion.

The overall result was that for the first time since 2006/07 total expenditure was greater than income. This means that the Water Directorate has started to reduce the very high accumulated funds ratio of 87.2% in 2013/14 down to 82.4% as at 2014/15.

Forecast Budget for 2015/16

	2016	%
Income		
Membership fees	510,000	94.4
Sales – manuals and training	4,000	0.7
Interest income	20,000	4.3
Co-funding	0	0
Sundry income	0	0
Change in net market value of investment	3,500	0.6
Total income	537,500	100
Expenditure		
Accounting and audit	7,500	1.3
Advertising and sponsorship	45,000	7.5
Bank charges	400	0.1
Computer and website	8,000	1.3
Conferences, travel and accommodation	10,000	1.7
Consultants and technical support	150,000	25.1
Executive committee	12,000	2.0
Insurance	7,300	1.2
Industry membership	1,850	0.3
IPWEA secretariat support	60,500	10.1
Printing, postage and stationery	10,000	1.7
Salary and superannuation	285,000	47.7
Total expenditure	597,550	100
FUNDS HELD		
Balance beginning of period	429,153	
Surplus	(60,050)	
Balance end of year	369,103	

With the employment of an additional staff person in the early half of 2015 it is forecast that the accumulated funds ratio will be further reduced to 69.8% by the end of 2015/16.

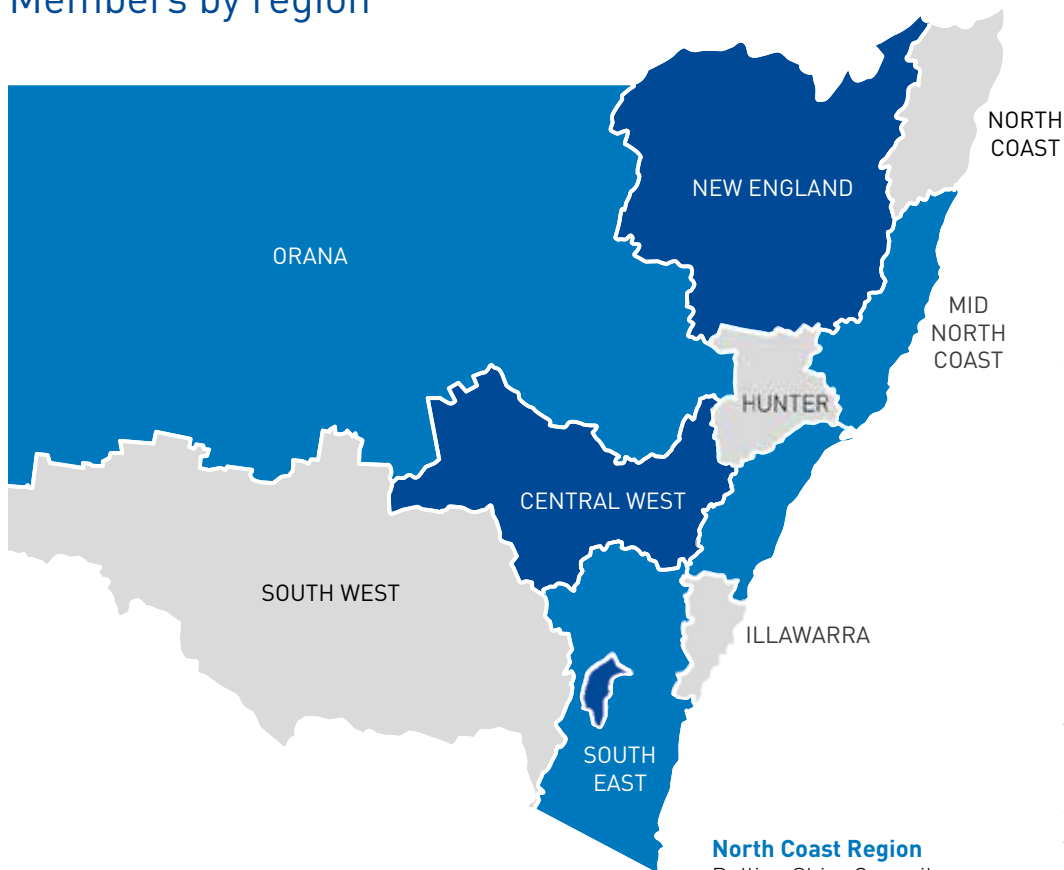
Office accommodation and clerical support are provided by the IPWEA (NSW Division). This long standing secretariat arrangement has provided us with great stability as a small incorporated association. Accounting services are provided by the IPWEA National Office.

Once again we are pleased that our accounts for

2014/15 have been approved by the auditors. At the AGM in November 2014 it was resolved that the current auditors, LWK Chartered Accountants, should be reappointed for an additional three year period from 2015/16 to 2017/18.

Member councils are welcome to request a copy of the financial statements and/or the auditor's report for 2014/15. The audited financial statements will be presented at the AGM on 12 November 2015 and subsequently published on our website for members to view.

Members by region



Central West Region

Bathurst Regional Council
Blayney Shire Council
Cabonne 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
Young Shire Council

Hunter Region

Muswellbrook Shire Council
Singleton Shire Council
Upper Hunter Shire Council
Wyong Shire Council

Illawarra Region

Shoalhaven City Council
Wingecarribee Shire Council

Mid North Coast Region

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

New England Region

Armidale Dumaresq Council
Glen Innes Severn Council
Gunnedah Shire Council
Guyra 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 Water Council
Tweed Shire Council

Orana Region

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

South East Region

Bega Valley Shire Council
Bombala Shire Council
Boorowa Council
Cooma-Monaro Shire Council
Eurobodalla Shire Council
Goulburn Mulwaree Council
Harden Shire Council
Palerang Council
Queanbeyan City Council
Snowy River Shire Council
Upper Lachlan Council
Yass Valley Council

South West Region

Albury City Council
Balranald Shire Council
Berrigan Shire Council
Bland Shire Council
Carrathool Shire Council
Cootamundra Shire Council
Corowa Shire Council
Deniliquin Council
Greater Hume Council
Griffith City Council
Gundagai Shire Council
Hay Shire Council
Jerilderie Shire Council
Junee Shire Council
Leeton Shire Council
Lockhart Shire Council
Murray Shire Council
Murrumbidgee Shire Council
Narrandera Shire Council
Riverina Water County Council
Temora Shire Council
Tumbarumba Shire Council
Tumut Shire Council
Wagga Wagga City Council
Wakool Shire Council



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