

# ANNUAL REVIEW 2016/2017



**WATER**  
DIRECTORATE

PROVIDING REGIONAL  
WATER AUTHORITIES WITH  
INDEPENDENT, EXPERT ADVICE,  
TECHNICAL SUPPORT, SHARED  
INDUSTRY KNOWLEDGE,  
IMPROVED EFFICIENCIES AND  
LONG TERM PLANNING.

### **A year of mergers and record membership**

Despite the turmoil of council mergers, with the number of NSW local water utilities reduced from 102 to 89, 2016/17 was the Water Directorate's most successful year to date in terms of membership, which rose to the highest level in 19 years. It's interesting to look back over the membership graph on pages 4-5 to see that in the first six years membership rose quickly from 64% to 91%; in the middle seven years it was very stable around 91%; and in the recent six years membership increased again from 92% to the current all-time high of 98%.

### **Pool of knowledge**

The 18-member Executive Committee brings a wealth of knowledge and experience to the table to produce Water Directorate submissions and publications. I thank retiring members for their contribution: Mark Dalzell of Edward River Council, Brendan Guiney of MidCoast Water, Tony Holmes of Shoalhaven Water, Stewart McLeod of Dubbo City Council and Tim Wark of Warren Shire Council (who was also elected during the year). I'm very pleased to welcome new members Matt Fanning of Bellingen Shire Council, Michael Herraman of Wingecarribee Shire Council, Matt Kidd of Shoalhaven Water, Rolly Lawford of Gilgandra Shire Council and Geoffrey Veneris of Goldenfields Water.

### **End of an era with retirement of the last continuous serving member of the inaugural Executive Committee**

I particularly wish to record a farewell to Stewart McLeod who retired from the workforce in December 2016. Stewart stepped down from the Executive Committee after exactly 18 years of service, in addition to time spent in the mid-1990s working with a handful of colleagues to turn the concept of an association of NSW LWUs into a reality. Notably Stewart was Chair of the Executive Committee for a record 7 years from 2007 to 2013 and he has been a passionate advocate for NSW LWUs. Stewart has been very influential in his community, Council, region and in the State of NSW for which he was granted a Public Service Medal in 2011 and an OAM in 2017.

### **End of an era with the end of the Country Towns Water Supply & Sewerage Program**

Farewell also on 30 June 2017 to the long running *Country Towns Water Supply & Sewerage Program* which commenced in 1996 and provided approx \$1.23 billion in funding for regional water and waste water and delivered more than 450 projects in 20 years. It is encouraging to see

that the *Restart NSW Water Security for Regions - Regional Water and Waste Water Backlog Program* has commenced. This is a new capital works program managed by DPI Water with \$110 million committed to clear the backlog of projects in country towns. Some 32 Backlog projects have been approved under this program.

### **Start of a new era with the commencement of the \$1 billion Safe & Secure Water Program on 30 June 2017**

It is also encouraging that in June 2017 the NSW Government announced \$1 billion to fund local water infrastructure through the *Safe and Secure Water Program*. This new investment program, developed by DPI Water, is aimed at water and sewerage projects in regional NSW to ensure infrastructure meets contemporary standards for water security, public health and environmental and safety outcomes into the future.

The program underpins the future sustainability of NSW regional economies and supports the 1.9 million people that live in more than 500 regional NSW communities. The program will provide co-funding to successful applicants such as local councils, water utilities, water corporations and prescribed dam owners for detailed planning and construction activities to install, augment or decommission water and sewerage infrastructure.

The \$1 billion fund includes an already announced \$500 million to construct a flagship Murray River to Broken Hill pipeline.

### **NSW Aboriginal Communities Water and Sewerage Program**

I also praise the excellent work done by NSW Health and NSW Public Works managing the NSW Aboriginal Communities Water and Sewerage Program that started in 2008. More than \$200 million is being invested over 25 years for routine operation, maintenance, monitoring, repairs and replacement of infrastructure. The program is improving the health and wellbeing of Aboriginal people living in discrete communities by providing safe and effective water and sewerage services that are equivalent to the standard expected in the wider community. The program provides services to more than 6,000 people in 61 discrete communities.



Jeff Sharp



## Executive Officer's Review

### Our most productive year

Our 19th year has been the most productive to date with the distribution of a total of seven technical publications to our member Councils. I was pleasantly surprised to count almost 80 technical projects and publications had been produced for our member Councils since 2000 – see the publication graph and full list of projects on pages 4-5. Our four new publications in 2016/17 were *Review of Dams Safety Bill 2015*; *Water Entitlements Guidelines*; *O&M Manuals for Pressure Sewerage Systems*; and *Customer Service Plan Guidelines*. The three revised publications are the *Drought Management Guidelines*; *O&M Manual for Sewage Pumping Stations*; and *S64 Guidelines*.

### Forums and awards

The Water Directorate facilitates two sessions each year to raise awareness and exchange information about water industry issues. The Water Directorate Forum at the Local Government NSW Water Management Conference at Broken Hill in August 2016 was our 15th continuous year of facilitating this forum. The Water Stream at IPWEA NSW Division Conference at the Hunter Valley in October was the 16th year of facilitating this water stream over a 19-year period.

To recognise and reward great projects, four separate awards were sponsored by the Water Directorate in 2016/17. The Water Conservation Award was presented at the Local Government NSW Excellence in the Environment Awards in Sydney. Congratulations to the winner, Ballina Shire Council for their project *Pressure Leakage Management Plan*. This project is particularly pleasing to note as it is a continuation of the Water Loss Management Program that the Water Directorate and LGNSW jointly managed in 2006-2011.

At the IPWEA NSW Annual Conference and Excellence Awards in the Hunter Valley, the Water Directorate sponsored the Innovation in Water Supply and Wastewater award. Congratulations to the winner Eurobodalla Shire Council, for their *Kianga STP Condition Assessment Project*.

The Highly Commended Awards went to Glenn Innes Severn Council and to MidCoast Water.

The Water Directorate presented the Operator of the Year award for the eleventh time at the WIOA Operators Conference in Canberra. Congratulations to winner Shane Kimber from Shoalhaven Water who received a trip to the Operators Conference in New Zealand. The Water Directorate is proud to have been associated with the NSW conference from the concept stage in 2005. We recognise that the conference is very beneficial in developing skills and knowledge of operators.

We also co-sponsor the AWA Conference Attendance Award presented at AWA's Ozwater'17 in Sydney. Congratulations to winner Cliff Dredge from Clarence Valley Council.

### Sam Samra Award

In the Water Directorate Forum last year at the LGNSW Water Management Conference at Broken Hill, delegates unanimously supported the suggestion that a memorial award be established following the tragic passing of Sam just 10 days before the conference. It is pleasing to announce that through the assistance of LGNSW and DPI Water, awards will be presented at the 2017/18 LGNSW Water Management Conference dinner at Dubbo to the most improved LWU in each of four categories and to overall most improved LWU based on NSW Water Supply & Sewerage Performance Monitoring Report data over a decade. Our intention is to make this award synonymous with Best Practice and continuous improvement.

### Membership of the Water Industry Reference Committee

Congratulations to Executive Committee member, Jason Ip, Manager Operations, Riverina Water County Council on his successful nomination for membership of the Water Industry Reference Committee (IRC) representing the Water Directorate. The Water IRC is responsible for the NWP Water Training Package including the qualifications and units of competency available under this training package. I'm pleased that the Water Directorate can assist with development of the NWP Water Training Package.

### Executive Committee member notches up 15 years' voluntary service

Finally, it was my pleasant duty to present a 15-year medallion at the March 2017 Executive Committee meeting to Jeff Sharp, Director Infrastructure & Asset Management at Port Macquarie-Hastings Council. Jeff is also Chair of the Water Directorate and he is only the fifth Executive Committee member to achieve this great milestone. I thank and congratulate Jeff for his dedicated support of the Water Directorate.

Gary Mitchell

## Executive Committee 2016/17

### Attendance Record – Elected Representatives

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

\* Resigned or retired representative

\*\* Nominated replacement or newly elected representative

### Appointed committee members

Sascha Moege	LGNSW representative	6/7
Councillor Rod Kendall	LGNSW representative	5/7

The Executive Committee is comprised of 20 representatives: 18 elected members representing nine local government non-metropolitan regions and two 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.

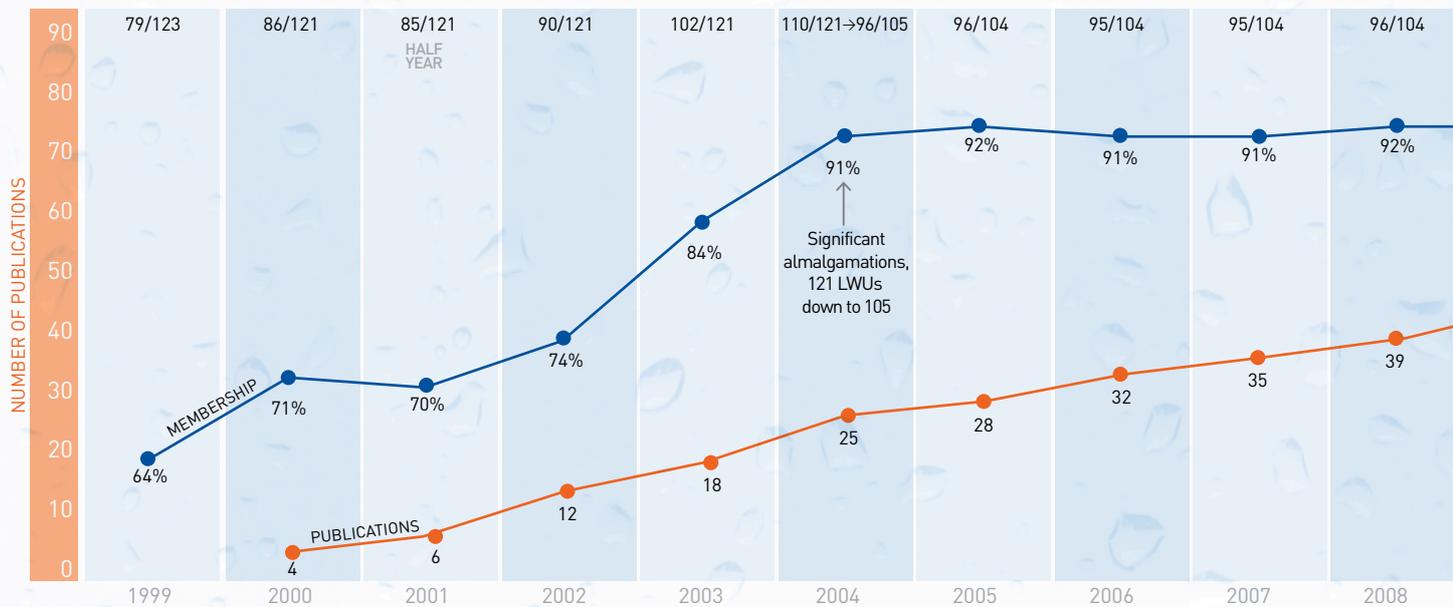
Five members resigned from the Executive Committee in 2016/17: Mark Dalzell of Edward River Council, Brendan Guiney of MidCoast Water, Tony Holmes of Shoalhaven Water, Stewart McLeod of Dubbo Regional Council and

Tim Wark of Warren Shire Council. Six new members were elected to the committee: Matt Fanning of Bellingen Shire Council, Michael Herraman of Wingecarribee Shire Council, Matt Kidd of Shoalhaven Water, Rolly Lawford of Gilgandra Shire Council, Tim Wark of Warren Shire Council and Geoffrey Veneris of Goldenfields Water County Council.

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.



## Publications & Membership



### Publications 2000

- Overview of 1996 NHMRC Drinking Water [Guidelines](#)
- Updated AUS-SPEC Water and Sewerage Specifications (for IPWEA)
- [O&M Manual](#) for Submersible Sewerage Pumping Stations
- Blue-Green Algae Flowchart

### Publications 2001

- [O&M Manual](#) for Chlorination Installations
- Report on Access Provisions for Local Government Service Provisions (Powers of Entry) not distributed
- [O&M Manual](#) for Sewer Reticulation
- Survey of NSW Local Government Effluent and Biosolids Reuse 2000
- [O&M Manual](#) for Water Reticulation
- Blue-Green Algae Management Protocols
- [O&M Manual](#) for Wet and Dry Well Sewerage Pumping Stations

### Publications 2002

- [O&M Manual](#) for Water Supply Service Reservoirs
- [O&M Manual](#) for Water Pumping Stations
- Backflow and Cross Connection Prevention [Guidelines](#)

### Publications 2003

- [O&M Manual](#) for Submersible Sewerage Pumping Stations - Update
- Cutting, Handling and Disposal of Asbestos Cement Pipes [Guidelines](#)
- [O&M Manual](#) for Chlorination Installations - Update
- Review of AUS-SPEC Water and Sewer Specifications (completed in May 2004)
- Reuse of Sludge and Wastewater from Water Treatment Plants [Guidelines](#)
- [O&M Manual](#) for Water Reticulation - Update
- [O&M Manual](#) for Sewer Reticulation - Update
- Drought Management [Guidelines](#)

### Publications 2004

- [O&M Manual](#) for Wet and Dry Well Sewerage Pumping Stations - Update
- Tender Documentation Manual for Mechanical and Electrical Infrastructure
- [O&M Manual](#) for Water Supply Service Reservoirs - Update
- Water & Sewer Meter Reading [Guidelines](#)
- [O&M Manual](#) for Water Pumping Stations Update

### Publications 2005

- Section 64 Determination of Equivalent Tenements [Guidelines](#)
- Review of the Country Towns Water & Sewerage Program - The Need to Restore Funding not distributed
- [O&M Manual](#) for Sewerage Treatment Plants - Joint publication with Qld Water Directorate

### Publications 2006

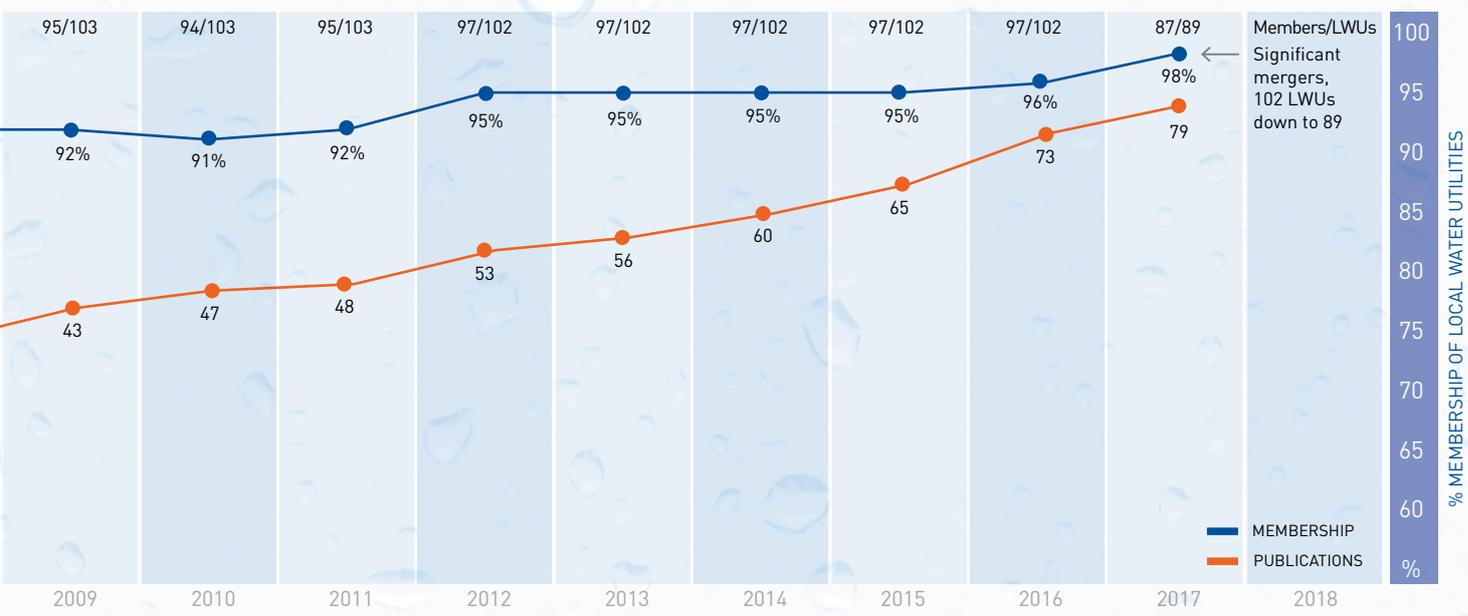
- Overview of the 2004 Australian Drinking Water [Guidelines](#)
- STP Buffer Zone Land Use Planning Guideline
- Water Loss Management Program Awareness and Education [Guidelines](#)
- Practical Guide to the Operation and Optimisation of Media Filters (Funded [WIOA Publication](#))

### Publications 2007

- Blue Green Algae Management Protocols - Update CD Rom version
- Practical Guide to the Operation and Optimisation of Distribution Systems (Funded [WIOA Publication](#))

### Publications 2008

- [O&M Manual](#) for Water Treatment Plants
- Practical Guide to the Optimisation of Chemical Dosing, Coagulation, Flocculation and Clarification (Funded [WIOA Publication](#))
- Cutting, Handling and Disposal of Asbestos Cement Pipes [Guidelines](#) - Update
- Practical Guide to Understanding and Managing Surface Water Catchments (Funded [WIOA Publication](#))
- Business Continuity Management [Guidelines](#)



**Publications 2009**

- Odour Management [Guidelines](#)
- Section 64 Determination of Equivalent Tenements [Guidelines](#) - Update
- Interim Blue-Green Algae Management Protocols - Update (2)
- Practical Guide to the Operation and Optimisation of Chlorine and Chloramine Disinfection (Funded [WIOA Publication](#))

**Publications 2010**

- Backflow and Cross Connection Prevention Policy [Guidelines](#) - Update
- [O&M Manual](#) for Water Supply Service Reservoirs - Update (2)

**Publications 2011**

- Design of Fire Flows [Guidelines](#)
- Land Matters [Guidelines](#) Stage 1 - Joint publication with Roads & Transport Directorate
- Practical Guide to Odour Control in Sewage Transport Systems (Funded [WIOA Publication](#))
- Water Loss Management Program for NSW LWUs, Final Report 2006-2011 - joint publication with LGNSW and Australian Government

**Publications 2012**

- Business Continuity Management [Guidelines](#) - Update
- Land Matters [Guidelines](#) - Joint publication with Roads & Transport Directorate - Update
- Overview of the 2011 Australian Drinking Water [Guidelines](#)

**Publications 2013**

- [Guidelines](#) for Reuse of Sludge and Wastewater from Water Treatment Plants - Update
- Building in the Vicinity of Sewer Mains [Guidelines](#)
- Backflow and Cross Connection Prevention Policy [Guidelines](#) - Update

**Publications 2014**

- [Guidelines](#) for the Review of Environmental Factors (REFs)
- Blue-Green Algae Management Protocols - Update (3)

- Cutting, Handling And Disposal Of Asbestos Cement Pipes [Guidelines](#) - Update (2)
- Blue-Green Algae Decision Flowchart - Update
- Practical Guide to the Operation and Optimisation of Activated Sludge Wastewater Treatment Plants (Funded [WIOA Publication](#))

**Publications 2015**

- [Guidelines](#) for Trenchless Installation, Replacement or Rehabilitation of Pipelines
- Occupational Profile of the Water Industry Workforce in NSW Local Government
- Easement [Guidelines](#) - Joint publication with Roads & Transport Directorate
- WH&S Management [Guidelines](#)
- [O&M Manual](#) for Chlorination Installations - Update (2)

**Publications 2016**

- [O&M Manual](#) for Sewage Treatment Plants - Update
- Specifications for Water and Wastewater Treatment Chemicals
- Water Loss Management Toolkit Planning Guide - Jointly funded Centroc [Guidelines](#)
- Water Loss Management Toolkit Operators' Guide - Jointly funded Centroc [Guidelines](#)
- Healthy Catchments, Healthy Water - Jointly funded Rous Water [Guidelines](#)
- Review of Dams Safety Bill 2015
- Water Entitlements [Guidelines](#)
- Drought Management [Guidelines](#) - Update

**Publications 2017**

- [O&M Manual](#) for SPSs Update (2)
- Section 64 Determination of Equivalent Tenements [Guidelines](#) - Update (2)
- [O&M Manuals](#) for Pressure Sewerage Systems
- Customer Service Plans [Guidelines](#)



## Income and Expenditure 2016/17 and 2015/16

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>INCOME</b>		
Membership fees	506,361	512,920
Sales – manuals and training	3,673	7,546
Investment income	10,757	15,377
Change in net market value of investment	2,355	0
<b>Total Income</b>	<b>523,146</b>	<b>535,843</b>
<b>EXPENDITURE</b>		
Accounting and audit	7,880	7,270
Advertising sponsorship	73,045	31,774
Bank Charges	1,821	343
Change in net market value of investment	0	2,640
Computer and website	5,567	6,378
Conferences, travel and accommodation	4,705	6,171
Consultants and technical support	193,405	295,440
Depreciation	1,203	94
Executive committee expenses	10,615	6,592
Insurance	8,716	7,269
IPWEA secretariat support	97,360	89,350
Legal fees	0	4,240
Printing and stationery	1,850	9,660
Salary and superannuation	236,269	262,497
<b>Total Expenditure</b>	<b>642,436</b>	<b>729,718</b>
<b>SURPLUS FUNDS (funds used)</b>	<b>(119,290)</b>	<b>(193,875)</b>
<b>FUNDS HELD</b>		
Balance beginning of year	235,278	429,153
Surplus (funds used)	(119,290)	(193,875)
<b>Balance end of year</b>	<b>115,988</b>	<b>235,278</b>

As per past practice, membership fees rise each year by CPI. Income reduced slightly in 2016/17 by 2.4% as a result of both the mergers of local water utilities and sales of publications. Some small local water utilities were gained as members while one large local water utility was lost thereby producing a greater net loss. The reduction in sales of technical publications corresponds to a trend for member councils to download additional copies for free.

Expenditure was reduced in 2016/17 by 12% however it was still greater than income for a third consecutive year. The overall outcome is that a higher number of projects than usual have been produced while the high accumulated funds have now been reduced to a more appropriate level. The seven technical publications produced in 2016/17 have resulted in halving the accumulated funds for a second successive financial year and accumulated funds now stand at 22% of income.

## Forecast Budget for 2017/18

	2018	%
	\$	
<b>INCOME</b>		
Membership fees	510,000	96.9
Sales – manuals and training	3,000	0.6
Investment income	10,000	1.9
Co-funding	0	0
Change in net market value of investment	3,000	0
<b>Total income</b>	<b>526,000</b>	<b>100</b>
<b>EXPENDITURE</b>		
Accounting and audit	8,000	1.5
Advertising and sponsorship	40,000	7.7
Bank charges	2,000	0.4
Computer and website	6,000	1.1
Conferences, travel and accommodation	6,000	1.1
Consultants and technical support	87,788	16.8
Depreciation	1,200	0.2
Executive committee expenses	11,000	2.1
Insurance	9,500	1.8
IPWEA secretariat support	98,000	18.7
General	500	0.1
Printing and stationery	2,000	0.4
Salary and superannuation	250,000	47.7
<b>Total expenditure</b>	<b>521,988</b>	<b>100</b>
<b>FUNDS HELD</b>		
Balance beginning of year	115,988	
Surplus	4,012	
<b>Balance end of year</b>	<b>120,000</b>	

It is forecast that the accumulated funds ratio will be raised by the end of 2017/18 to give a 2 month expenditure safety margin.

Office accommodation and clerical support are now provided by the IPWEA Australasia Office.

Once again we are pleased that our accounts for 2016/17 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 2016/17. The audited financial statements will be presented at the AGM on 2 November 2017 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  
 Edward River Council  
 Federations Council  
 Goldenfields Water County Council  
 Greater Hume Council  
 Griffith City Council  
 Gundagai Council  
 Hay Shire Council  
 Junee Shire Council  
 Leeton Shire Council  
 Lockhart Shire Council  
 Murray River Council  
 Murrumbidgee River Council  
 Narrandera Shire Council  
 Riverina Water County Council  
 Snowy Valley Council  
 Temora Shire Council  
 Wagga Wagga City Council

### Central West Region

Bathurst City 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

### 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

### 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  
 Hilltops Council  
 Snowy Monaro Regional Council  
 Eurobodalla Shire Council  
 Goulburn Mulwaree Council  
 Queanbeyan-Porterang Regional Council  
 Upper Lachlan Council  
 Yass Valley 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

### Mid North Coast Region

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

## 2016/17 High Priority Actions at a glance

**PUBLICATIONS**  
**EVENTS**  
**AWARDS**

**JUL 16**

Review of Dams Safety Bill 2015

**AUG 16**

Water Directorate Forum at LG NSW  
 Water Management Conference at Broken Hill

**SEP 16**

Water Entitlement Guidelines

**OCT 16**

Trade Display Booth at IPWEA NSW Div Conference at Hunter Valley

Chair Water Stream at IPWEA NSW Div Conference at Hunter Valley

IPWEA NSW Conference Excellence Awards – Innovation in Water Supply and Wastewater Award at Hunter Valley. Winner - Eurobodalla Shire Council, Kianga STP Condition Assessment Project

**NOV 16**

Drought Management Guidelines

LGNSW Excellence in the Environment Awards, Water Conservation Award. Winner - Ballina Shire Council, Pressure Leakage Management Plan

**FEB 17**

O&M Manual for SPSs

**APR 17**

S64 Guidelines Update

WIOA - Operator of the Year Award  
 Winner - Shane Kimber, Shoalhaven Water

**MAY 17**

AWA Conference Attendance Award  
 Winner - Cliff Dredge, Clarence Valley Council

**JUN 17**

O&M Manual for Pressure Sewerage Systems

Customer Service Plan Guidelines





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