

MINUTES

MEETING OF:	Orana Water Utilities Alliance Technical Committee Meeting No 3
DATE:	Thursday 14 February 2019
VENUE:	Narromine Shire Council Administration Building

Meeting opened 10.10am

Attendees:

Bogan Shire Council	Jayantha Ediriweera
Bourke Shire Council	Peter Brown
Brewarrina Shire Council	David Kirby
Central Darling Shire Council	Reece Wilson
Gilgandra Shire Council	Mark Linton-Harland
Mid-Western Regional Council	Brad Cam Tom Baldwin
Narromine Shire Council	Doug Moorby
Walgett Shire Council	Raju Ranjit
Warren Shire Council	Kerry Jones
Warrumbungle Shire Council	Cornelia Wiebels Dean Lewin
Orana Joint Organisation	Belinda Barlow
NSW Health	Mark Nave
OWUA Project Officer	Alayna Gleeson

1	Welcome and Apologies Brad Cam opened the meeting. Apologies were accepted from Eric Poga from Cobar Shire Council and Samuel Lenaak from Walgett. An apology was also received from Stephen Taylor from Cobar Shire Council who advised he is no longer employed at Cobar.
2	Election of Chairperson B. Cam called for nominations for the position of Chairperson of the OWUA Technical Committee for the next 12 months. T. Baldwin put forward the motion that a there (3) person Committee should be elected with the Chair rotating. This motion was lost. Motion: C. Wiebels/R. Wilson That a Chair be elected for a period of 12 months. After that time, the Chair shall step down and a new Chair elected. CARRIED Motion: P. Brown/D. Kirby That Doug Moorby be elected Chairperson of the OWUA Technical Committee. No further nominations received. CARRIED

	D. Moorby accepted the position and thanked Brad Cam and Belinda Barlow for their support during the interim period between LMWUA and OWUA and acknowledged the work already undertaken by the Project Officer.
3	<p>Confirmation of Minutes Motion: T. Baldwin/K. Jones That the Minutes of the OWUA Technical Committee Meeting held in Narromine on 29 November be taken as read and confirmed. CARRIED</p>
4	<p>Matters Arising from the Minutes There were no matters arising from the Minutes.</p>
5	<p>Project Funding Administration Fee Motion: That a 1% administration fee be applied on projects over \$50,000 (ex GST) total which are administered through MWRC. CARRIED.</p>
6	<p>Review of Current Water Restrictions Motion: D. Kirby/R. Wilson That the Project Officer send out the current water restrictions for review and comment and bring back to April Meeting. CARRIED</p> <p>A reminder that the current guidelines are exactly that, guidelines only. Each Council needs to take a practical approach in their individual circumstances.</p>
7	<p>Asset Management Working Group Motion: that the Asset Management Working Group be resurrected with a focus on water and sewer.</p> <p>Amendment: That Asset Management become a standing Agenda item and that uniform templates be developed. CARRIED</p> <p>OWUA to provide support to Warrumbungle to get their AMP to the same point as other Councils. MWRC to provide Warrumbungle copies of documents.</p>
8	<p>Smart Approved WaterMark Agreement and Subscription Fee Motion: T. Baldwin/C. Wiebels That the Project Officer be given authority to re-negotiate, on behalf of all Alliance Councils the Smart Approved WaterMark Agreement and Subscription Fee based on total number of Alliance connections, not individual Council connections. CARRIED</p>
9	<p>OWUA Brand, Website and LGA Map LOGO Concept 2 be adopted with slight changes (switch the blue and black) and overlaid over the LGA map (excluding labels).</p>

	<p>WEBSITE Project Officer to meet with MWRC IT to discuss hosting OWUA website and get quotes for website design.</p> <p>SOCIAL MEDIA Facebook page to be created.</p> <p>Both the website and Facebook page to be community focused. Website may have protected area for Member Councils.</p>
10	<p>Best Practice and Asset Management Update T. Baldwin notified the meeting that from his understanding, Safe & Secure Funding may be available for IWCM Plans under the next round in April.</p> <p>Project Officer to invite David Swan to next OWUA Technical Committee meeting in April.</p>
11	<p>LMWUA Projects Update</p> <p>Water Loss Management Plans</p> <ul style="list-style-type: none"> - Central Darling indicated they wish to participate. Project Officer to update PO. - Reminder to provide information required to progress project. <p>Water Saving Action Plan</p> <ul style="list-style-type: none"> - Project Officer presented draft. Distribute for review and feedback. <p>Drinking Water Quality</p> <ul style="list-style-type: none"> - MWRC is currently working with NSW Health and Public Works and will report at back and bring templates to next meeting. - M. Nave from NSW Health reminded Councils to send updated models to NSW Health, review data and identify trends.
12	<p>Projects for 2019/20 FY</p> <p>LG Procurement</p> <ul style="list-style-type: none"> - Project Officer to send instructions to Councils - Project Officer to contact LGP and organise presentation <p>Liquid Trade Waste Compliance Officer</p> <ul style="list-style-type: none"> - Project Officer to bring fee proposal to April meeting. <p>Concrete capping of old bores</p> <ul style="list-style-type: none"> - D. Moorby to send Code of Practice to C. Wiebels. - C. Wiebels advised to contact Bruce Lamont of licencing authority for regulations. <p>WTP Upgrades to meet MBT Targets</p> <ul style="list-style-type: none"> - Continue to focus on framework and CCP's. Project Officer to distribute.
13	<p>Capital Works Project Status Report B. Cam provided background on report – the concept came out of the previous GMAC Meeting. Draft copies were handed out and Councils asked to review and provide feedback, costings for Business Cases/Scoping Studies, design and any other missing information. Copies were to be distributed to GM's at GMAC Meeting on 15/02/19. K. Jones spoke about CWUA example. Project Officer to follow up with CWUA.</p>

14	<p>Safe & Secure Water Program – Bore Assessment Project Officer to email Councils to confirm interest in being involved and number of bores. Once confirmed, detailed application to be submitted.</p>
15	<p>Upcoming Meetings/Events/Conferences/Training Chair and Project Officer to attend CWUA on 21 February in Parkes.</p> <p>D. Moorby complimented Kim Stanton from MWRC for her assistance in facilitating training which Narromine and Warrumbungle are involved in.</p>
16	<p>General Business</p> <p>Operators Group</p> <ul style="list-style-type: none"> - Rotating Committee to drive Operators Group with first meeting to be held in Warren in March and hosted by T. Baldwin from MWRC. - Meetings to be held quarterly with Project Officer to organise arrangements and take Minutes. - Project Officer to email Councils to get best contact details for communication to Operators. <p>Contact Details</p> <ul style="list-style-type: none"> - Each Council to provide the Project Officer with an admin support contact (if applicable) <p>SAWM Shower Timers</p> <ul style="list-style-type: none"> - No interest from Councils to purchase shower timers. Bourke have already ordered 500.
17	<p>Next Meeting</p> <p>11 April – Narromine 13 June – Narromine 8 August – West? 10 October – Mudgee 12 December – Narromine</p>