

BUSINESS PAPER

Special Meeting

Friday 29 June 2018

Roma Administration Centre

NOTICE OF MEETING

Date: 29 June 2018

Mayor:

Councillor T D Golder

Deputy Mayor:
Councillors:

Councillor J L Chambers
Councillor N H Chandler
Councillor P J Flynn
Councillor G B McMullen
Councillor W M Newman
Councillor C J O'Neil
Councillor D J Schefe
Councillor J M Stanford

Chief Executive Officer:

Ms Julie Reitano

Senior Management:

Mr Cameron Castles (Director Infrastructure Services)
Mr Rob Hayward (Director Corporate, Community & Commercial Services)
Ms Sharon Frank (Director Corporate, Community & Commercial Services)

Officers:

Ms Jane Frith (Coordinator Communications)

Please find attached agenda for the **Special Meeting** to be held at the Roma Administration Centre on **June 29, 2018 at 3.30PM**



Julie Reitano
Chief Executive Officer

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Closure

OFFICER REPORT

Meeting: Special 29 June 2018

Date: 28 June 2018

Item Number: 6.1

File Number: D18/50911

SUBJECT HEADING: Draft Corporate Plan

Classification: Open Access

Officer's Title: Chief Executive Officer

Executive Summary:

The report tables the draft Corporate Plan for 2018-2023 for consideration.

Officer's Recommendation:

That Council consider the draft Plan.

Body of Report:

The key strategic priorities were initially considered by Council at the Standing Committee on 30 April, with the draft priorities being as follows:

- Getting the basics right (Water, Sewerage, Roads & Drainage, Waste)
- Delivering strong financial management
- Funding services and projects in an equitable way
- Helping to make our communities safe
- Growing our region
- Being a strong voice for our communities' priorities
- Managing our operations well

In preparing the subsequent draft, it was identified that a number of priorities could be further reduced therefore simplifying the document. This would involve merging some items:

- Funding services and projects in an equitable way is part of Collecting revenue, which is critical to strong financial management.
- Being a strong voice for our communities' priorities is critical to growing our region (Proposed to be reworded as *Work with our communities to identify priorities, and provide leadership and advocacy to grow our region*)

Consultation (internal/external):

The preparation of the document includes the results of the following community engagement:

- The independent Community Satisfaction Survey recently undertaken to gather feedback on areas of importance and performance from a sample of the region's population;

- Community engagement through the Connected Futures forums about what is important to our communities and where priorities lie for Council;

Internal engagement has included:

- Input from the relevant departments;
- Corporate Planning workshop held with the current term of Council to develop the new Vision and Mission Statement, and preliminary discussions on values.

Risk Assessment (Legal, Financial, Political etc.):

Nil

Policy Implications:

The Corporate Plan is one of the key financial planning documents required under Section 104 (5)(a)(i) of the *Local Government Act 2009*.

Key points to note:

- The Corporate Plan must be for a 5-year period;
- The upcoming operational plan and budget needs to be consistent with the Corporate Plan;
- Council must discharge its responsibilities in a way that is consistent with its 5 year corporate plan, but can amend the plan at any time by resolution.
- It outlines the strategic direction and key performance indicators for measuring progress in achieving the vision.

Financial Resource Implications:

The upcoming budget needs to be consistent with the Corporate Plan.

Link to Corporate Plan:

Corporate Plan 2014-2019

Strategic Priority 10: Organisational Management

10.1 Organisational Culture

10.1.4 Communicate what we do and why

Supporting Documentation:

Nil.

OFFICER REPORT

Meeting: Special 29 June 2018

Date: 29 June 2018

Item Number: 6.2

File Number: D18/51004

SUBJECT HEADING: Winter Watering Schedule for Surat

Classification: Open Access

Officer's Title: Manager - Water, Sewerage & Gas

Executive Summary:

This reports seeks to update the Water Restrictions Policy with respect to the Surat Township.

Officer's Recommendation:

That Council:

- Adopt the proposed changes as detailed in the updated 'Watering Restrictions' policy for Surat to allocate watering times on the assigned watering days between (6am - 10am and 2pm - 6pm).

	MON	TUE	WED	THU	FRI	SAT	SUN
6-10AM,	West	West	East	West	East	West	East
2-6PM	East						

- Advise the community of these changes through a media release and in the next addition of the Surat Stats.

Body of Report:

This report provides an update in regards to the Surat watering times to be implemented from 1 July 2018. This follows on from the work the Water Sewerage & Gas Department have been progressing over the past year.

The following strategy has been developed, which will be presented to a Council meeting in the future:

Better Controls

- *Manager WSG to confirm with Surat staff on 30 June that the timer is set for new times and that valves switching from east to west are fully operable. An operating procedure will be introduced with a checklist that needs to be completed and reported to the Manager WS&G.*
- *Media has created an external web page with example data for review before being made live. (IT is to review options for automated external charting. Manager to liaise with IT once they have reviewed options).*
- *Once IT have reviewed charting options, they are to work with WS&G to automate the updating of the charts using the SWIM data provided weekly by WSG. Team Coordinator - Projects & Compliance WSG to review the data weekly and monitor to*

ensure that it is trending below the maximum allocation. Depending on the external charting system used, either enter this data into the system or pass on to IT in a form that they can upload. WS&G to work with IT to automate the system as far as practicable, within the constraints of the SWIM system.

- Surat staff to ensure that usage data is updated into SWIM as a minimum on a weekly basis. This will be covered by the operating procedure and monitored weekly by Team Coordinator - Projects & Compliance WSG. (Currently updated daily, will add formal procedure for minimum weekly updates, with data to be updated daily where possible.)*
- A water model is to be created for the raw water supply. This will allow the flows and pressures to be more accurately estimated for each property.*
- The model will be analysed to check the current break down of east and west and whether this can be improved. The demand will be dependent on the number of properties in each zone but can also be influenced by larger users. Through the model valves can be opened or closed to alter the zones and find the optimum design. Provided there are existing valves to effect these changes the changes on the ground can be carried out in a very short timeframe. In some instances new valves may need to be installed which would take longer as they would need to be purchased and then installed.*
- From the model it will be apparent if there are properties that are not receiving adequate flow and/ pressure and options for addressing these will be reviewed. Scenarios can be modelled such as altering the valves to allow better looping of the flow or increasing the connection size.*
- Additional electronic valves will be investigated to reduce the use of raw water by residents when Parks & Reserves are being watered. This will reduce the water used by residents that just keep their taps open and often saturate the grounds, wasting water.*
- If the project is approved by Council, raw water meters will be purchased and installed at Council sites. This is to comply with the legislation requiring transparent charging based on actual usage recorded through meters.*
- As these are electronic meters they can easily be read every week or monthly. This data will be imported into the model to improve the accuracy. The meters will record the usage by Council allowing for the estimation of the residential use. Spreading this estimated value over the properties will allow a more accurate estimate of individual use. This can then be used to more accurately model the pressures and flows at each property and detect problem areas that require attention.*
- Should better data be required, then electronic flow meters can be considered for portions on the reticulation. These will record the flow in the particular main allowing this to be used to calibrate the model more accurately.*

Communication with local staff

- All community communications and potential changes to be discussed with Ed Sims, Wayne Wehl and Joh Hancock first, to obtain their input.*

Communication with the community

- Surat community are to be informed through a newsletter of the chart allowing them to monitor their usage.*
- A Surat Stats flyer will be produced every 2 months to inform residents of progress and outcomes. Residents will be referred to the Council webpage where the usage data will be updated weekly and other pertinent information can be maintained.*

The writer recommends that Council update the existing 'Watering Restrictions' policy for the Surat Township. This policy update is in line with all water users in towns across the Maranoa. The update will be to amend the watering times for Surat to 'no watering between 9 am to 4pm' all year round. The winter times previously allowed 24 hours use. This change is recommended due to the allocation overrun this year, to ensure sustainable consumption in the future.

Consultation (internal/external):

Cr Wendy Newman
Director Infrastructure Services
Manager Water, Sewerage & Gas
Team Coordinator - Projects & Compliance WSG
Team Leader – Towns & Surrounds (Surat)

Risk Assessment (Legal, Financial, Political etc.):

This revised policy is recommended in order to reduce the risk of exceeding the approved allocation for Surat. Council has considered the changes in regard to the Water Supply Safety & Reliability Act 2008.

Policy Implications:

The writer recommends an update to the current policy following a detailed review of the consumption.

Financial Resource Implications:

Nil

Link to Corporate Plan:

Corporate Plan 2014-2019
Strategic Priority 5: Essential Infrastructure & Services
5.1 Water
5.1.6 Water service

Supporting Documentation:

- | | | |
|---|--|-----------|
| 1 | <u>General Meeting Water Restrictions Policy 11 November 2015 including Watering Restrictions Policy</u> | D18/51327 |
| 2 | <u>MR - 29 June 2018 - Winter watering schedule for Surat</u> | D18/51024 |
| 3 | <u>Watering Restrictions Policy - Proposed Amendment June 2018</u> | D18/51041 |

Report authorised by:

Director - Infrastructure Services



OFFICER REPORT

Meeting: General 11 November 2015

Date: 4 November 2015

Item Number: 12.2

File Number: D15/89844

SUBJECT HEADING: Water Restrictions Policy

Classification: Open Access

Name of Applicant:

Location:

Author & Officer's Title: Benjamin (Ben) Godford, Coordinator - Water, Sewerage & Gas Projects, Compliance & Laboratory

Executive Summary:

This year Council trialled altering water restrictions over winter. As a result of this trial, it is now proposed that this be made official by way of Council policy.

Officer's Recommendation:

That Council:

Adopt the water restrictions policy as tabled in the body of the report.

Body of Report:

1. Purpose

The purpose of this policy is to provide a framework for water restrictions.

2. Scope

This policy applies to all potable (drinking) and raw water users in towns serviced by Maranoa Regional Council.

3. Definitions

Raw Water	Untreated water
Potable	Drinking water

4. Details

The following water schedule applies to all potable (drinking) water users in towns across the Maranoa (with the exception of Surat) for summer months.

Odd numbered properties may water on **Tuesdays, Thursdays and Saturdays.**

No watering between the hours of 9am to 4pm.

Even numbered properties may water on **Wednesdays, Fridays and Sundays.** *No watering between the hours of 9am to 4pm.*



On Mondays, hand held hoses are permitted but no unattended hoses or sprinklers may be used by any domestic households or businesses unless prior written approval has been granted.

Surat's water restrictions differ slightly due to the raw water distribution system. Surat's watering schedule for both Potable and raw water is:

Monday, Wednesday, Friday and Sunday **East may water**. *No watering between the hours of 9am to 4pm.*

Monday, Tuesday, Thursday and Saturday **West may water**. *No watering between the hours of 9am to 4pm.*

From 1 April to 31 August, the above watering schedule will be relaxed to allow for watering at any time of the day, on a premises allocated watering day. Normal water restrictions will resume from 1 September to 31 March.

5. Special Provisions

2 week exemptions will continue to be available on request for the establishment of new lawns.

6. Related Policies and Legislation

Water Supply Safety & Reliability Act 2008

7. Associated Documents

WaterQ: a 30-year strategy for Queensland's water sector

Consultation (internal/external):

Mayor - Councillor Robert Loughnan
Deputy Mayor - Councillor Scott Wason
Councillor Jan Chambers
Councillor Joy Denton
Councillor Peter Flynn
Councillor Wendy Newman
Councillor Ree Price
Councillor David Scheffe
Mat Liston – MRC
Troy Pettiford – MRC

Risk Assessment (Legal, Financial, Political etc.):

This policy will help to mitigate the risk of pressure and storage issues at peak times.

Policy Implications:

Creation of new water restrictions policy

Financial Resource Implications:

Nil

Link to Corporate Plan:

Corporate Plan 2014-2019
Strategic Priority 5: Essential Infrastructure & Services
5.1 Water



5.1.2 Qld 30 year water strategy ('Water Q') 5.1.2(a) Strategic Priority 1

Supporting Documentation:

1 Watering Restrictions Policy

D15/80729

Report authorised by:

Troy Pettiford, Manager - Water, Sewerage & Gas

Cameron Castles, Director - Infrastructure Services

POLICY: WATERING RESTRICTIONS**1. Purpose**

The purpose of this policy is to provide a framework for watering restrictions.

2. Scope

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7. Associated Documents

WaterQ: a 30-year strategy for Queensland's water sector

MEDIA RELEASE

29 June 2018

FOR IMMEDIATE RELEASE

· Winter watering schedule for Surat

WINTER WATERING SCHEDULE FOR SURAT

Surat's temporarily increased water restrictions will be relaxed from the start of the new financial year, with the winter watering schedule coming into effect.

Surat's winter watering schedule is to commence on Sunday, 1 July 2018 as follows:

- Monday, Wednesday, Friday and Sunday **East may water**
- Monday, Tuesday, Thursday and Saturday **West may water**.

Please note, in light of the allocation overrun this year, the raw water will not be available between 9am to 4pm throughout the year to ensure sustainable consumption.

Water usage will be closely monitored by Council and residents are asked to moderate their usage of the raw water supply, in order to avoid the need to increase water conservation measures.

Surat residents can now track their water consumption. To view, please visit <http://www.maranoa.qld.gov.au/surat-stats>.

For more information, please contact Council's Water Team on 1300 007 662.

-ENDS-

Media Contact: *Sophie Kluckhohn – Communications Officer – Infrastructure Services*

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Surat's watering restrictions differ slightly due to the raw water distribution system. Surat's watering schedule for both Potable and raw water is:

Monday, Wednesday, Friday and Sunday **East may water**. *Only watering between the hours of 6am to 10am and between 2pm to 6pm.*

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