



MINUTES OF THE WATER AND WASTE ADVISORY COMMITTEE MEETING NO. 8/25
held via Microsoft Teams
on Friday, 17 October 2025 commencing at 8:00 AM.

PRESENT: Chairperson Peter Borrows
Member Janice Wilson
Member Paul Heaton
Member Michelle Byrne
Member Zane O'Keefe

STAFF IN ATTENDANCE: Acting Director Water & Waste Service, Mr Umur Natus-Yildiz
Acting Director Organisational Services, Mrs Marion Millard
Executive Manager Process Operations, Mr Cameron Ansell
Executive Manager Engineering & Technical Services, Mr Trevor Dean
Executive Manager Network Operations and Maintenance, Mr Darren Smith
Acting Executive Manager Resource Recovery Services, Mrs Kate Pfrunder
Business Services Manager, Mrs Megan Gibbs
Meeting Secretary, Ms Nicole Nissen (Acting)

WWS 1 APOLOGIES
Chief Executive Officer, Mr Ken Diehm
Meeting Secretary, Mrs Nic Puli

WWS 2 DISCLOSURE OF INTERESTS
Nil

SAFETY & VALUES MOMENTS

The Acting Director Water & Waste Services – TRAITS - commended the HR team for the BBQs for the Gallup Survey and the HR Team for their assistance at the BBQs, helping and encouraging staff, in particular the outdoor staff, to complete the survey at the events.

The Executive Manager Network Operations and Maintenance – SAFETY – explained while working on Gate 5 at Lenthalls Dam the team, had to stop and abandoned their works, as a 2.0m long king brown snake was spotted in the work area. They proceeded to call snake catcher and recommence works once it has been relocated and safe to do so.

The Executive Manager Network Operations and Maintenance – TRAITS– acknowledge Executive Manager Engineering & Technical Services' nomination and awarded the AWA Regional Service Award. Member Janice Wilson also note that everyone in the industry spoke so highly of him and it unanimously passed, due to his great service to industry.

WWS 3 CONFIRMATION OF MINUTES OF MEETINGS

WWS 3.1 Water and Waste Advisory Committee Meeting No. 7/25 – 19 September 2025

RESOLUTION (Janice Wilson/Zane O'Keefe)

That the minutes of the Water and Waste Advisory Committee Meeting No. 7/25 held on 19 September, 2025 be confirmed.

WWS 4 OUTSTANDING ACTIONS

Outstanding action updates, were taken as read.

WWS 5 OFFICERS' REPORTS

WWS 5.1 Water and Sewage Service Areas and Application of Access Charges

RESOLUTION (Janice Wilson/Zane O'Keefe)

That the Water and Waste Services Advisory Committee:

1. Endorse the draft Water and Sewerage Service Area Policy (Attachment 1) and amended draft Water and Sewage Charges Relief Council Policy (Attachment 2), subject to pending legal advice and only if that advice requires minor final amendments;
 2. Supports the Acting Director Water & Waste Services presenting the two (2) policies to Council at a Briefing Session for review and feedback.
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WWS 5.2 Water and Waste Services Advisory Committee Reporting Improvement Workshop

RESOLUTION (Michelle Byrne/Janice Wilson)

That the Water and Waste Services Advisory Committee:

1. **Endorses** the Action List (*Attachment 1*), which collectively forms the basis for implementing improvements to Advisory Committee reporting;
2. **Supports** the ongoing collaboration between Committee members and management to ensure reporting remains strategic, effective, and aligned with governance best practices.

WWS 5.3 Directorate Performance Report - September 2025

RESOLUTION (Peter Borrows/Zane O'Keefe)

That the Water and Waste Services Advisory Committee receive and note the Directorate Performance Report for the month of September 2025.

WWS 6 GENERAL BUSINESS

DETSI Letter – the group discussed the response received from DETSI.

Lenthalls Dam – the group discussed the ongoing gate sealing progress.

Burgowan WTP – Member Paul Heaton suggested a site visit be arranged for the Burgowan WTP Site in November.

WWS 7 CONFIDENTIAL REPORTS

Nil

WWS 8 LATE ITEMS

WWS 8.1 Late Open Reports

Nil

WWS 8.2 Late Confidential Reports

There being no further business, the Meeting closed at 9.30am.

Confirmed that the next Water and Waste Services Advisory Committee Meeting will be held on 21 November 2025.



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Chairperson