

QLDC Council**27 August 2015****Report for Agenda Item: 5****Department: Infrastructure****QLDC Water Meter Policy****Purpose**

- 1 The purpose of this report is to seek adoption of QLDCs newly developed Water Meter Policy.

Executive Summary

- 2 This report seeks the adoption of a newly created water meter policy which is an output of the QLDC Land Development and Subdivision Code of Practice.

Recommendation

That Council:

1. **Note** the contents of this report;
2. **Adopt** the QLDC Water Meter Policy as a Council policy document;
3. **Authorise** officers to make further minor changes to the QLDC Water Meter Policy without further recourse to the Council, where this is necessary to:
 - i. Fix identified minor errors and/or omissions.
 - ii. Ensure continuity with other proposed provisions.

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6/08/2015

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10/08/2015

Background

- 3 Council's current code of practice for subdivision and land development was adopted by Council on 3 June 2015. To align with this new code, QLDC is carrying out a review of existing and required policies affecting this code of practice.
- 4 The Water Meter Policy document is included as Attachment A to this report. The development of this document aligns with the QLDC Land Development and Subdivision Code of Practice and review of the District Plan Subdivision Chapter.

Comment

Options

- 5 This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002.
- 6 Option 1: Do Nothing
 - 7 Advantages: Less expenditure for the developer community.
 - 8 Disadvantages: Council will have no process or capability for capturing and storing data on water usage to manage water demand.
- 9 Option 2: Adopt as recommended
 - 10 Advantages: Council's policy will establish a framework of principles to be applied to the management, use and functionality of water meters.
 - 11 Advantages: Council will have a process and capability for capturing and storing data on water usage to manage water demand.
 - 12 Disadvantages: Additional expenditure for the developer community.
- 13 Option 3: Adopt as recommended with a further review in twelve months.
 - 14 Advantages: Allows time to embed policy and receive further feedback from interested parties following the use of the new policy.
 - 15 Advantages: Council will have a process and capability for capturing and storing data on water usage to manage water demand.
 - 16 Disadvantages: This may create uncertainty within the developer community, as the potential for a frequently changing policy, may result in design and construction changes.
 - 17 Disadvantages: Additional expenditure for the developer community.
- 18 This report recommends Option 2 for addressing the matter.

Significance and Engagement

- 19 This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy. The significance level has been determined by assessment of its importance to the QLDC community interest, inconsistency with existing policy and strategy, and the impact on the Council's capability and capacity. Whilst the policy will have an impact on the wider environment, it will provide best practice.
- 20 Due to the high level of technical content, targeted consultation with specific stakeholders (internal and external), peer reviews, email and direct contact was carried out.

Risk

- 21 This matter relates to the strategic risk SR1 – Current and future development needs of the community (including environmental protection), as documented in the Council's risk register. The risk is classified as high. The likelihood of it occurring is high due to the potential non-compliance with technical requirements.
- 22 A mitigation action has been identified as a sub task in the Corporate Mitigation activities. The sub task is 'a documented process for contracts and asset data capture'. The purpose of this process is to mitigate the risk by providing guidance to QLDC staff and the developer community when constructing assets that may be vested in Council.

Financial Implications

- 23 Potential increase in on-going maintenance costs associated with data management which could lead to optimisation of operational expenditure.

Council Policies, Strategies and Bylaws

- 24 The following Council policies, strategies and bylaws were considered:
- Asset Management Framework
 - QLDC Land Development and Subdivision Code of Practice
 - QLDC Water Supply By Law 2008
- 25 The recommended option is consistent with the principles set out in the named policy/policies.
- 26 This matter is not included in the 10-Year Plan/Annual Plan
- This document does not require additional funding and has no impact on current budgets. The on-going review of best practice is business as usual.

Local Government Act 2002 Purpose Provisions

- 27 The recommended option:
- Will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of

regulatory functions in a way that is most cost-effective for households and businesses by adopting current national standards and best practice;

- Can be implemented through current funding under the 10-Year Plan and Annual Plan;
- Is consistent with the Council's plans and policies; and
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

Consultation: Community Views and Preferences

28 The persons who are affected by or interested in this matter are Council officers who are involved with the approval of future development and on-going operation and maintenance of assets vested in Council and the development community including developers, engineers and surveyors.

29 The Council has internally reviewed the documentation with technical experts from within the Infrastructure and Planning and Development teams. A workshop has been held with the Infrastructure Portfolio Elected Members and draft documentation and consultation was provided to Council's water maintenance contractor. The document was technically and peer-reviewed by the Council's Chief Engineer and his staff.

Attachments

A – QLDC Water Meter Policy