



## WESTERNPORT REGION WATER CORPORATION

# BOARD MEETING AGENDA

Meeting: Friday 17 May 2013 commencing 8.30am

Venue: Newhaven

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- 1 BOARD DISCUSSION HELD IN-CAMERA 8.30 – 8.45 am**
  - 2 PRESENT**
  - 3 APOLOGIES**
  - 4 DECLARATIONS OF PECUNIARY INTEREST/CONFLICT OF INTEREST**
    - 4.1 Register of Interests**
  - 5 CALENDAR**
    - Board tour of 'Water Factory' in Traralgon before dinner with SGW Board  
27 June 2013 10.30am – 1pm
    - Board tour of 'Cowes Wastewater Treatment Plant' in Cowes after Board meeting  
19 July 2013
    - Next board meeting date set for 28 June 2013
  - 6 MINUTES OF PREVIOUS MEETING – held 19 April 2013**
    - 6.1 Matters Arising**
  - 7 MANAGING DIRECTOR'S REPORT**
  - 8 BOARD REPORTS FOR APPROVAL – *Commercial in Confidence***
    - 8.1 Goldsmith contract (CAW Project)**
    - 8.2 Corporate Plan 2013-14**
    - 8.3 Commercial Greasy Waste Tender assessment**
  - 9 MANAGEMENT REPORTS**
    - 9.1 Business Services – *Commercial in Confidence***
      - 9.1.1 Financial Statements as at 30 April 2013
        - 9.1.1.1 – Cash flow Statement
        - 9.1.1.2 – Balance Sheet
        - 9.1.1.3 – DTF Submission
      - 9.1.2 Business Planning Report
        - 9.1.2.1 – Corporate Plan (2013-14)
        - 9.1.2.2 – Corporate Plan (2013-14) Presentation
        - 9.1.2.3 – Response to ESC Draft Determination WP3, 2 May 2013
        - 9.1.2.4 – Westernport Water Consultation Draft Determination presentation

- 9.1.3 Major Projects Report
  - 9.1.3.1 IGP Report Corporate System
  - 9.1.3.2 IGP Report CAW & Land
  - 9.1.3.3 IGP Report CUP
  - 9.1.3.4 IGP Report Desalination scour line
- 9.1.4 Sale of North Arm Land - Progress Report
- 9.1.5 Tender & Contract Register

## **9.2 Customer Service - *Commercial in Confidence***

- 9.2.1 Customer Service Report
- 9.2.2 Total Debt Report
- 9.2.3 Aged Debt over \$5k Report
- 9.2.4 Account Waiver

## **9.3 Risk, Regulation & Resources – *Commercial in Confidence***

- 9.3.1 Risk Report update
  - 9.3.1a - OHS Statistic Report April 2013
- 9.3.2 EPA Directors Obligations – paper & presentation
  - 9.3.2a - EPA Publication

## **9.4 Operations**

- 9.4.1 Water Supply Update
  - 9.4.1a - CUP Communications Strategy
- 9.4.2 Commercial Customer Complaint/Resolution re: Church St pumping station
  - 9.4.3a - Letter of Complaint
  - 9.4.3b - Response Letter

## **9.5 Communications**

- 9.5.1 Stakeholder Engagement Plan – Held Over to June Board meeting

## **10 BOARD REPORTS FOR INFORMATION**

- 10.1 Operational Performance Indicators
- 10.2 Board ongoing induction – site visits June (GW) & July (CWWTP)

## **11 COMMITTEE REPORTS**

- 11.1 Audit & Risk Committee
  - 11.1.1 Minutes of meeting held 18 April 2013 – next meeting 16 May 2013
- 11.2 Project Control Committee
  - 11.2.1 Minutes of meeting held 3 May 2013
- 11.3 Customer Consultative Panel – next meeting 17 May 2013
- 11.4 Remuneration & Governance – next meeting 16 May 2013

**11 GENERAL BUSINESS**

**12 SEAL REGISTER**

12.3 Seal Register – Nil

**13 BOARD DISCUSSION** – in camera

**14 NEXT MEETING:** 28 JUNE 2013 8.30AM NEWHAVEN