

Guide to the fortnightly drought status reporting

DNRME is increasing monitoring and reporting for particular drinking water supply schemes as a result of the continuing drought conditions impacting water supplies across the State.

Information about the water supply situation on drinking water supply schemes that might have an issue regarding water supply over the next 12 months is being requested from relevant water service providers. DNRME is seeking this information on a fortnightly basis to be able to maintain awareness of the potential water supply risks and to be able to support water service providers as required.

The following provides guidance on using swimlocal and the information being requested. Some of the fields, as indicated below, are assumed to not change to assist reporting.

Indicator descriptions

Scheme ID

Definition: This is the unique identifier generated by Qld Water to identify your drinking water scheme.

WSP (Water service provider)

Definition: Name of the registered water service provider for the drinking water scheme.

Scheme

Definition: The name of the registered drinking (i.e. potable) water scheme.

Major town(s)

Definition: The names of the major towns, or communities, supplied by the drinking water scheme.

Notes: This field will be assumed the same, unless reported otherwise.

Estimated connected population

Definition: The estimated population that is provided with reticulated water from the drinking water scheme.

Notes: The department typically uses the Queensland Government Statistician Office as the primary data source for population. However, this source does not include the transient population which could be consistently significant for some communities (and therefore included in the estimate).

This can be reported rounded to the nearest 10.

This field will be assumed the same, unless reported otherwise.

Usual supply source(s)

Definition: The name and type of the supply source(s) that are relied upon during 'normal', non-drought, circumstances.

Notes: This field will be assumed the same, unless reported otherwise.

Contingency supply plans

Definition: An overview of what contingency or emergency water supplies are included in the drought response for the scheme.

Notes: This field will be assumed the same, unless reported otherwise.

Contingency/emergency status

Definition: The status of whether contingency or emergency water supplies are being used to supply some or all of your reticulated customers.

This indicator should be completed each fortnight to ensure that we are aware of any changes in the status of contingency/emergency supplies.

Notes: Valid responses are yes, no, or preparing to enact:

- *Yes*—contingency and/or emergency water supplies are being used as at the date of the report.
- *Preparing to enact*—activities are being undertaken to be able to activate/use the contingency and/or emergency water supplies as and when needed within the near future. That is, it is assumed that the 'back up' water supply will be needed and necessary preparations are being made to facilitate their use.

Provide an estimated timeframe in which the contingency/emergency supply will be used in the 'Other relevant information' field.

Investigations, assessing of viability or gaining relevant approvals are generally not considered part of 'preparing to enact'. Installing of appropriate infrastructure or putting contracts in place to enable the take of contingency water supply would be considered 'preparing to enact'.

- *No*—contingency and/or emergency water supplies are currently not being used to supplement your usual water supply.

Contingency supply plans include measures to extend the capability of their existing water supply when the capacity of the existing water supply is reduced and their triggers. It is used to prevent a supply shortfall.

Contingency supply measures may include temporary infrastructure (such as weirs, digging out waterholes, temporary desalination plants), or permanent infrastructure (water recycling scheme, access additional groundwater from adjacent aquifer, pumping from adjacent water supply).

Emergency supply plans include any temporary measures to meet essential water needs (for basic health and hygiene) when a supply shortfall has occurred or is considered imminent.

Emergency supply measures may include carting water or connecting to additional water supply (e.g. groundwater), or temporary desalination plant.

Risk update/current status

Definition: A summary of the current water supply status for the scheme, i.e. what are the main factors impacting water supply security.

If this level of water supply is considered typical for this time of year, text should be included to indicate that there is no/little concern as it is a typical situation.

This indicator should be completed each reporting cycle. Where there is no change this should be indicated (e.g. No change – conditions remain typical for this time of year; No change: storage is drawing down with sufficient supply to June 2020). This illustrates that the risk is continually being assessed.

Notes: Factors that should be considered for inclusion include: relative levels of bores, water flows, levels or water storage; relative demands (e.g. particular high); delays in construction/repairs to water infrastructure.

Current actions

Definition: An overview of the actions being taken to improve the water supply security for the scheme.

This indicator should be updated each fortnight. Where the actions are ongoing, where possible, provide an update on how such actions are progressing (e.g. status of physical completion of works or investigations that are underway and expected completion date).

Notes: Actions that should be provided as part of the response include:

- information about water restrictions, such as the current level of restrictions (e.g. medium, Level 1), whether the restrictions regime is being reviewed, whether the severity of restrictions have been increased since last fortnight or if it is going to be increased.
- investigations being undertaken to improve water supply security (for example, investigations into improvements from leak reduction, alternate operations, additional contingency or emergency supplies)
- any approvals being sought to facilitate additional water being able to be taken
- discussions with relevant entities to secure additional water supplies
- carting arrangements being made etc..

Main storage total vol/groundwater level

Definition: The volume stored in the main water storage, or the current bore water level, or flow rate (if known).

This indicator should be updated each fortnight for each of the main water supplies that are relied upon in 'normal'/non-drought circumstance (i.e. not the contingency supplies).

Notes: Response can be provided for multiple sources (e.g. for main storage and groundwater). Unit of measurement (e.g. ML, m AHD) should be included in the response.

If monitoring of water levels is not undertaken, please respond MD, and in the field 'Other relevant information' make a note of lack of monitoring.

Main storage % full

Definition: This field only applies to surface water storages. The current volume, in terms of percentage full, being held in the main water storage.

This indicator should be updated each fortnight.

Notes: Response should be given to one decimal place, in whole numbers. Response only required for surface water storages; this indicator is not required for groundwater supplies or run of river.

Months of supply remaining

Definition: An estimation of the months of accessible supply based on the volume that is available to be supplied to the water supply scheme (as per the definition in the July 2019 key performance indicators (KPIs) for annual performance reporting).

This indicator should be updated each fortnight.

Notes: The response should be provided in months, up to a value of 60 (i.e. 5 years).

Response to this indicator should include consideration of:

- the volume of water that is available from all sources
- available contingency supply (i.e. contingency supply that will be accessible when required—no infrastructure, approvals etc. required to start using the contingency supply).
- anticipated demands including planned demand management measures, such as water restrictions that are likely to be implemented
- historical behaviour of the supply
- assumed inflow/streamflow/recharge based on Bureau of Meteorology (BOM) climate projections
- any relevant operational constraints (limitations of any infrastructure that is needed to access, treat and deliver the water)
- other water users of the resource.

Where water is solely supplied from groundwater then the best estimate of months of available supply should be reported based on the bore level and consideration of the safe yield.

Where seawater or brackish water is sourced from a marine environment, then 60 should be reported unless there are infrastructure constraints that may limit the meeting of water demand.

Where available contingency supply is combined to estimate months of supply available, comments must be included to state that the estimate is based on available contingency supply.

Examples:

- WSP A relies on bores that have met town water supply requirements under most conditions. However, in the past few years falling bore levels due to poor recharge events have been recorded.

Based on the current bore level, the historical performance of the supply, the Bureau of Meteorology climate projections and estimated restricted demands, WSP A estimates 10 months to supply shortfall.

- WSP B sources water from a small bore and desalinated marine water. The water sourced from the bore is estimated to meet the community's current unrestricted demand for 3 months. The marine desalination plant is sized sufficiently to meet the community's projected restricted water demands over the next 5 years.

When reporting WSP B considers both sources of water and reports 60 months or greater of supply and adds comment in the 'Other relevant information' field that the months of supply remaining is based on assumed contingency desalination supply.

- WSP C has access to 8,600 kL of water stored in an in-stream storage/pumping pool. Anticipated demand is 1,750 kL per month.

Based on this rate of demand, current volume of water in the storage, the historical performance of the supply, assumed storage losses and the Bureau of Meteorology climate projections, WSP C estimates there is around 18 weeks (i.e. 4.5 months) of available supply.

Current restrictions target

Definition: The water usage that the current level of water restrictions is aiming to achieve.

Notes: Response should be provided in L/p/d.

Where no restrictions in place, response should be NR (not relevant).

If unknown, response should be MD (stands for missing data, but for the purposes of this report will be taken to mean no specific target has been set)

Other relevant information

Definition: Provide any information that you believe is relevant to the water supply situation for the scheme, including any assumptions that underpin any of the responses provided.

Reporting officer name / Reporting officer email / Reporting officer phone

Definition: The above three fields relating the reporting officer relate to the contact details of the person providing data for the fortnightly report for the water supply scheme.

Notes: This field will be pre-filled, but should be edited if needed.

Data as at

Definition: The date at which the data is current.

It is important that the data provided is as at the nominated date to provide a consistent point-of-truth snapshot of water supplies across the state.

Notes: The fortnightly report will typically be as at Friday, with the report being due by COB the following business day.

SWIM administration

The fortnightly report is able to be provided through swimlocal or excel spreadsheet (provided by DNRME).

For data entry into swimlocal, login to the Operations tool, select your scheme from the drop down list (in the first selector and the second selector). swimlocal will automatically open at the current month; you can view period data via the date selector at the top of the screen.

All of the indicators included in the drought report are displayed, with cream/brown indicators being the ones that are unlikely to change each fortnight. You only need to enter data in the cream/brown indicators if the information has changed. If the data require updating, please provide a comment in 'Other relevant information' to provide context for the update.

All of the green coloured indicators should have text input each reporting cycle. Where there is no change, this should be indicated in the relevant indicator (as described above for the relevant indicator description).

Once you have entered all of the data, press the save button and then close swimlocal. The data will synchronise upon closing.

swimlocal will automatically generate and send a report so that you can review the data before it is automatically submitted to the department at the specified submission date.

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