



# Water Conservation Plans, Utility Profile, and Annual Reports

Water conservation focuses on efficiency of use and the reduction of demands on existing water supplies. According to the 2022 State Water Plan, water conservation represents 30 percent of future supplies, with 13 percent from the municipal sector, 16 percent from the agricultural irrigation sector, and 1 percent from mining, manufacturing, and power generation. These are savings achieved through education, awareness, and programs designed specifically to reduce usage. There are additional savings from water conservation practices achieved passively in the normal course of daily activities.

Entities must submit a water conservation plan to the Texas Water Development Board (TWDB)

1. when applying for more than \$500,000 in financial assistance from the TWDB; or
2. if they provide potable water service to 3,300 or more connections; or
3. have certain Texas Commission on Environmental Quality (TCEQ) surface water rights.

Entities must also submit an annual report to the TWDB on the progress of program implementation for their water conservation plan.

The purpose of a water conservation plan is to ensure that water is used efficiently within a utility. A water conservation plan must establish specific, quantified five- and ten-year targets and goals for water use in gallons per capita per day (GPCD), including total water use, residential water use, and water loss. The water conservation plan should include a schedule for achieving those targets and goals, a method of tracking progress, and a water rate structure that is cost based and does not encourage the excessive use of water. A water conservation plan should also contain long-term elements, such as ongoing public education activities; universal metering; water accounting and water savings from reuse/recycling activities; leak detection and repair; and other conservation-related activities.

## Additional Requirements

Water conservation plans must be updated once every five years. Entities that must submit a water conservation plan to the TWDB and TCEQ are also required to provide a copy of their plan to the appropriate regional water planning group, which is required to consider those plans when identifying water

management strategies to meet future needs. The plans should be updated with current data and conservation strategies that the entity is practicing or plans to implement in the future.

Each entity's water conservation plan should include a utility profile that provides an overview of the previous five years of water use data that assists in identifying opportunities for water conservation. It is important that the utility profile is created and used online since pertinent historic data from previously submitted Water Use Surveys, Water Loss Audits, and/or Conservation Annual Reports may be used to pre-populate certain fields and track historic data.

## Data

The TWDB uses the Loss, Use, and Conservation (LUC) online reporting application for the agency's water planning and conservation programs, which eliminates redundant data entry for the Water Use Survey, the Water Loss Audit, the Conservation Annual Report, and the Utility Profile. The application also allows entities to upload their water conservation plans digitally. Use of this reporting application improves the data collection process, the quality and consistency of data, and provides a resource for reporting entities and water planning, outreach, and assistance considerations.

## Resources, Required Forms, and Worksheets

The TWDB's Municipal Conservation webpage provides links to online resources that are available to assist in developing and implementing a water conservation plan. Included are the "Water Conservation Best Management Practices Guide," the "Guidance and Methodology for Reporting on Water Conservation and Water Use," and the "Municipal Conservation Planning Tool".

Historical reports and data, which can be referenced and used as a guide to help set goals, and additional information can be found at:

- Conservation webpage: [www.twdb.texas.gov/conservation](http://www.twdb.texas.gov/conservation)
- Historical reports: [www.twdb.texas.gov/conservation/municipal/waterloss/historical-annual-report](http://www.twdb.texas.gov/conservation/municipal/waterloss/historical-annual-report)
- Conservation plans: [www.twdb.texas.gov/conservation/municipal/plans](http://www.twdb.texas.gov/conservation/municipal/plans)
- Conservation annual reports: [www.twdb.texas.gov/conservation/municipal/plans/ARs](http://www.twdb.texas.gov/conservation/municipal/plans/ARs)