



Legatus Group CWMS Advisory Committee

17th May 2021

<https://us02web.zoom.us/j/86420312615?pwd=LlJWZ2U5WEVDMmVqZVowdEZSU3o1UT09>

Meeting ID: 864 2031 2615

Passcode: 395186

AGENDA

1. Welcome and apologies

Andrew MacDonald (Chair)

2. Previous Minutes

Draft Minutes from the meeting of the Legatus Group CWMS Advisory Committee (the Advisory Committee) on 11th February 2021 refer Attachment 1.

Andrew MacDonald provided a report to the Legatus Group 5 March 2021 meeting which included the minutes of the February meeting where they noted the report.

3. Matters Arising

3.1 PhD Internships

Two Internships have been completed: one on making and using organic compost and the other on expansion options for CWMS both reports have been distributed to the committee.

In summary, the organics study identifies sources and volumes of compostable organic waste from primary producers and potential users of locally produced compost within Legatus Councils' region. It discusses challenges and opportunities of combining compost feedstocks, potential contamination within feedstocks and composted products and future stakeholder engagement.

The Committee will be briefed on the second study by its author, PhD candidate, Ms Linda Shi whose report will be also forwarded to the LGA and regional LGAs.

A third internship is looking at the challenges along the organics supply chain, including CWMS sludge, and possible means of addressing them. That work will be completed later in May.

Recommendation:

That the Committee recommends the Legatus Group receives both the (1) Making and Using Organic Compost and (2) Expansion options for CWMS reports and publishes them on the Legatus Group website and thanks the interns for their work.

3.2 CWMS Discussion Paper

The Committee, which commissioned the Discussion Paper, was previously advised that the LGA CWMS Management Committee was considering the contents of the draft. The LGA has now thanked the Legatus Group for the work done and decided to bring the sector reform process back in-house.

In addition, the Legatus Group has proposed that the support from the LGA for the Joint CWMS Services Arrangements continue through until June 2022. The Arrangements would include support for the LGA CWMS Management Committee and for a workshop with each Regional LGA during 21/22.

The LGA CWMS Management Committee will consider the request for continuation of the extension of funding at their June 2021 meeting.

This item is for discussion.

3.3 Proposed CWMS training course

The LGA is still working on finalising the content of this course in consultation with the State government regulators and LGA training. It is understood that a consultant will be appointed to bring the discussions to a conclusion. Once the content is agreed, Legatus will return to the process of issuing a Request for Quotation to have the script developed for an online, on-demand training course. The script development would include drafting the Request for Quotation to subsequently produce the video material.

The Legatus Group CEO is still to action seeking the consultant for the initial review of the course content.

This item is for noting.

3.4 Remote condition monitoring of CWMS pumps

At the last meeting members met with representatives of the UniSA and IPACS involved in this project with the Copper Coast Council. Subsequently, the sensors were installed on CWMS pumps of the Council and monthly reports are being generated.

Matt McCrae from the Copper Coast Council will be invited to update the Advisory Committee on the project.

In addition, discussions between the parties and the Light Regional and Wakefield Regional Councils have led to more pumps being included. A student research project is also underway to evaluate the Light DC installations.

The first installation is covered by a Research Agreement between Legatus, the Copper Coast Council and UniSA. It is recommended that an Agreement update is now required to reflect the new work.

The Advisory Committee is asked to consider that recommendation.

4. CWMS survey of Legatus Councils

A survey was sent to all Legatus Councils, seeking their responses by 8th May. Six Councils did so and a phone conversation follow-up clarified some of the information. All non-responding Councils will be encouraged to participate.

The following headings were used in the survey:

1. CWMS Assets, including values and comparisons with other Council assets
2. Managing CWMS, focussing on what Council resources are used and the role of Legatus
3. The role of contractors and whether that is thought to be efficient
4. Staff and skills including the willingness to participate in the Legatus planned training
5. Research including seeking suggestions
6. Other issues.

An analysis will be undertaken once all Councils have responded.

This item is for noting.

5. CWMS Conference

The Conference was held on 24th and 25th March at the Whyalla campus of UniSA. There were 50 attendees. Presentations from the conference are available on the Legatus Group website.

In addition to the presentations, a workshop session was held at which many of the issues concerning CWMS were raised and the notes form Attachment 2. There were no resolutions arising from the discussions.

The Legatus Group plans to coordinate the 2022 conference at a more central location and to also include more case studies by councils to be included.

This item is for discussion and feedback from the committee

6. Any other business

7. Date of next meeting

Attachment I Legatus Group CWMS Advisory Committee

11th February 2021 10.30am

Copper Coast Council Kadina + zoom

(draft) MINUTES

1. Welcome and apologies

Andrew MacDonald (Chair) via zoom welcomed members of the Legatus Group CWMS Advisory Committee: Matthew McRae, Riaz Uddin and Adam Broadbent in person and Gary Easthope via zoom. Simon Millcock and Paul Chapman from Legatus also attended in person. Hayden Battle was an apology.

2. Previous Minutes

Draft Minutes from the meeting on 12th November 2020 were accepted as correct.

3. Matters Arising

3.1 PhD Internships

The meeting noted progress with the two Internships and looks forward to a briefing from both researchers at the next meeting, after the CWMS Conference.

3.2 CWMS Discussion Paper

The meeting reviewed the context in which the paper was prepared and the process by which it had been reviewed before hearing of its contents, which covered evidence of a disproportionality between the risks, expense and challenges of CWMS and the governance provided to them, as well as canvassing some options for change.

The meeting reconfirmed the Advisory Committee's intention to highlight the issues raised in the Discussion Paper. The lack of skills and collaboration were seen to impede better management. The evidence in the Paper that CWMS were often not a major focus for senior Council was supported with the view that only those who work in CWMS focus on them.

Simon Millcock updated the advisory committee on the meeting held with the LGA Secretariat, Regional LGA EOs and SAROC Chair where it had been suggested the discussion paper be provided to SAROC. They had agreed that the discussion paper be initially provided to the LGA CWMS Management Committee.

The Committee supported the Legatus Group CEO including the discussion paper with the Legatus Group quarterly report to the LGA CWMS Management Committee and encouraging them to provide a response on a way to progress the issues and consider bringing the matters before SAROC.

3.3 Proposed CWMS training course

The Committee noted that the content for this course had been drafted and passed to the LGA who would discuss the final changes with the State government. The Committee acknowledged the work of Paul, Matt and Adam.

4. Legatus Strategic Plan

The Committee considered its future role, as part of the lead up to the Legatus Strategic Plan Review Workshop. It supported continuing the Advisory Committee and wanted to increase involvement of councils and to continue the state-wide Annual Conference. It recognised this had resource implications for the Legatus Group which needed to be considered. The current funding, which includes State-wide support, expires on 30 June 2021. Collaboration over CWMS could be furthered through the Regional LGAs and there would be value in a State-wide Network, with each Regional LGA having its own advisory group. The Committee asked whether the State-wide work would be better managed through the LGA with increased resources for Michelle Wittholz LGA CWMS Program Manager or via extending the current arrangements and resources for the Legatus Group or a blend of both. No resolution was reached.

5. CWMS Conference

The Advisory Committee noted the proposed agenda for the Conference and that senior people from the UniSA would be invited.

Andrew MacDonald had to leave the meeting and Simon Millcock took over as Chair.

6. Remote condition monitoring of CWMS pumps

The meeting welcomed researchers from Mawson Lakes, by Professor Chris Chow and Dr Linda Shi from UniSA and Dr Vinay Sriram from IPACS, who attended to meet all participants in the upcoming trial of sensors to be installed on the CWMS pumps of the Copper Coast Council. The meeting noted the value of the collaborations between business, researchers and local government. Lunch was provided and then most of the members and all the visitors inspected pumps and pump stations where the sensors will be installed.

7. Any other business

There was no other business for the meeting.

8. Date of next meeting

No date was set for the next meeting.

9. Close

Meeting closed at 12.10pm

Attachment 2

Notes from the SA CWMS Conference – Workshop

Asset

- Need to ensure updates are undertaken with Asset Management Plans – the inclusion of new assets
- Need to be forward thinking and work with Council Planners – the development plans need to identify and look ahead when discussing new and expansion, so CWMS is integrated into the planning
- System modifications – screening and being aware of changes and upgrades.
- Asset inspections by council staff and ensure appropriate priorities are allowed for re maintenance and servicing
- Education programs required for:
 - Operators
 - Community (i.e., what can go down the toilet)
 - This should include having information available use of social media platforms
- Aging assets – Asset Management Program – get it right / improve – need better documentation – maintenance programs – consider whole of life costs & expertise required to assist with this – succession planning – better knowledge of the condition / age and assessments
- Asset replacement and planning critical requirements – need to know the condition of the asset not just its age
- Education, awareness of the impact of asset selection & reliability
- Whole of life economic modelling
- Population growth impacts
- Previously been reactive
- Moving towards planned / preventative
 - Scada / maintenance etc
- Dedicated staff
- Condition assessments to inform decisions on replacement

What needed

- Training (lots of different systems)
 - Must be fit for purpose
 - Made available and be cost effective (ie Cert III)
- Step by step operational manual
 - Written for someone with little CWMS experience
- Funding to be allocated for community education
- More training
- Resources
- Better knowledge of condition assessments
- Cert III CWMS certificate specific training
- WIO training
- Smoke testing
- Repository of information for Councils

- Resource's checklists
- Procurement guides – ask the right questions
- Learn from what others have done
- No more throwing in the deep end – Planning
- List of preferred suppliers / contractors
- Sharing information re available resources e.g. generators, vac trucks & technical expertise
- Training opportunities
- Consolidated reporting to reduce administrative burden
- Facilitation of collaboration
- Promotion of CWMS to elected members

Change

- Question does council need to operate or take risk – costs for external operators to Council
- Singular, detailed report to all regulatory bodies – consolidation of requirement
- Reporting as a tool for Councils and Regulators
- Reuse as potable and other uses than municipal – parks & gardens
- Better use of bio solids – how is it regulated? Risk managed well?
- Council consolidation – too much overlap
- Ownership
- Fit for purpose systems
- Better resourcing for LGA to support CWMS
- Promote Michelle
- Training & competency – not just operators but all involved in the decision making and asset management
- SA Water take over
- Involvement of community – education to look after their asset – flows on to the plant