



## Agenda Legatus Group CWMS Advisory Committee

Friday 16 September 2022

10.30 am – 12.00 pm

Meeting ID via Zoom

<https://us02web.zoom.us/j/88507934158>

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Contents	Page
1. Welcome	1
2. Apologies	1
3. Membership, Terms of Reference	1
4. Minutes of Previous Meeting	2
5. General Business	
5.1. Joint Services Arrangements	2
5.2. Annual CWMS Conference	4
5.3. Online, on-demand CWMS training course	5
5.4. UniSA and Yorke Peninsula CWMS expansion project	5
5.5. Using sludge in regional composting facilities	5
6. Other business	
6.1. Brainstorming activities	6
7. Close of meeting	6

### 1. Welcome

The Legatus Group Simon Millcock will open the meeting and welcome everyone to introduce themselves.

### 2. Apologies

### 3. Membership, Chair & Terms of Reference

#### Reports for Decision

From: Simon Millcock Chief Executive Officer

**Recommendation: That \_\_\_\_\_ is appointed as Chair of the Legatus Group Waste Management Advisory Committee for this meeting.**

Background:

The Legatus Group has approved continuing the CWMS Advisory Committee for a further two years under the current terms of reference. That led to invitations for new members to the Committee. Traditionally, the Advisory Committees appoint a Legatus Group Board Member or a CEO as their Chair.

It is noted that there will be Local Government elections in November and other Legatus Group Advisory Committees have appointed Chairs just for the individual meeting awaiting the outcome of the November Local Government elections.

The Legatus Group meeting of 9 September approved the following as members of the Legatus Group CWMS Advisory Committee:

- Mayor Wayne Thomas (Clare and Gilbert Valleys)
- Grant Smith (Yorke Peninsula)
- Hayden Battle (Wakefield)
- Gary Easthope (Clare and Gilbert Valleys)
- Nathan Berry (Light)

The primary function of the Legatus Group CWMS Advisory Committee is to coordinate and progress CWMS issues and activities, and particularly to:

- Oversee the role of the Legatus Group in the implementation of the Joint Services Arrangement under which funding is provided by the LGA (see item 6 for details)
- Assess and prioritise regional CWMS projects as necessary
- Coordinate and support submissions for funding
- Encourage greater cross-Council and stakeholder liaison and collaboration
- Foster regional CWMS planning
- Raise and discuss CWMS issues of common interest or concern and develop appropriate course of action for recommendation to the Legatus Board
- Facilitate greater awareness and understanding across member councils of CWMS issues
- Monitor project reporting and requirements of any project funding agreements
- Undertake actions or tasks as directed by the Legatus Board

#### **4. Minutes of previous meeting**

The last meeting of the Legatus Group CWMS Advisory Committee did not gain a quorum so just general discussions was undertaken.

#### **5. General Business**

##### **5.1 Joint Services Arrangements**

###### **Report for decision.**

From: Simon Millcock Chief Executive Officer

###### **Recommendation:**

- 1. That the committee notes the report including the agreed workplan for the Joint Services Arrangements.**
- 2. Invites the LGA CWMS Manager to attend the next committee meeting.**

Background:

The Legatus Group have been funded by the LGA for the previous 3 years re a Joint CWMS Services Arrangements by the Legatus Group to LGA CWMS Management Committee.

The 11 March 2022 Legatus Group meeting carried the following motion: "That the Legatus Group approves the continuation of the Legatus Group CWMS Advisory Committee under the current

terms of reference for a further two years and calls for expressions of interest from members councils.”

At the 2 March 2022 SA Regional Organisation of Councils (SAROC) meeting the Legatus Group report on CWMS was noted by SAROC. They also noted the following item of business received; “That the SAROC committee requests the LGA to:

- a) continue to resource assistance to member councils operating Community Wastewater Management Schemes (CWMS) to maintain or improve infrastructure and to improve operations via collaborative approaches to training, procurement, risk management, research and other activities; and
- b) canvas its members councils operating CWMS to gain advice if they require assistance with decisions on remaining and or divesting from both the operations and assets of CWMS.”

SAROC have: “Requested that this report and the proposed item of business from the Legatus Group are referred to the LGA Board’s CWMS Management Committee for advice and recommendations that may inform future consultation with LGA member councils on the state of their CWMS assets and the type of support and programs that may add value beyond the existing LGA programs and member services.”

The Legatus Group business plan and budget 2022/2023 includes the following with regards CWMS:

Q1 – Induction of the members of the Legatus Group CWMS Advisory Committee – develop priorities

- Review the remote sensing and asset management in CWMS – monitor the initial project with IPACS, Copper Coast Council, Light Regional Council and UniSA and see interest to be gained from other councils subject to the results of this trial.
- Investigate the use of sludge in alignment with Compost opportunities.
- Support and promote the on-line training program.
- Assist member councils with decisions on remaining and or divesting from both the operations and assets of CWMS.

The Legatus Group continues to provide input on CWMS to the Regional LGA Executive Officers Forum and both the Legatus Group CWMS Advisory Committee and the Legatus Regional Management Group (CEOs) who all continue to indicate their support in the Legatus Group taking the lead across this forum.

The areas of support being offered to the LGA CWMS Management Committee (CMC) was:

- Sector reform agenda
  - Consolidate Legatus Group information, including the limited information we have on non-Legatus CWMS
  - Augment the gaps identified in relevant data sets
- Support CWMS ‘user groups’ in other Regional LGAs including developing, marketing and recording in collaboration with you a workshop per year per region
- Develop the Annual CWMS Conference

An application was submitted prior to June 2022 to secure another year’s funding of \$28,000 and this has since been confirmed by the LGA and Dr Paul Chapman has had his contract extended.

The CMC requested a work plan for the year and requested that the Legatus Group present its CWMS work at each quarterly meeting of the CMC.

The agreed work plan is that the Legatus Group will:

- I) Assist Councils in
  - Responding to regulatory audits
  - Interpreting comparisons with national benchmarks
  - Managing existing CWMS assets
  - Extending the life and capacity of CWMS
- Report on the remote sensing and asset management in CWMS.
- Investigate the use of sludge in alignment with compost opportunities.
- Support and promote the on-line training program.
- Organise the 2023 CWMS Annual Conference
- Liaise with all Regional LGA's through their Executive Officers Forum to confirm dates venues for regional workshops
- Consolidate Legatus Group CWMS information
- Undertake regional workshops.

The Project Manager will report to the CMC each quarter and a final report will be prepared.

Advice has been received that a mid-term review has resulted in changes to the Funding Deed which will clarify particularly the way the Fund may be used for what is called “research and development purposes”, which is a small part of the total and includes so-called “sector reform” and funds made available to Legatus this year.

The Fund is intended to subsidise building new CWMS and all other purposes constitute a very small part of the total. In addition, the LGA Board noted that it does not anticipate that, in future years, the revised Fund will allow for assistance to Councils wishing to divest from CWMS.

## 5.2 Annual CWMS Conference

### Report for discussion and decision.

From: Paul Chapman Project Manager – Paul to speak to the agenda item

**Recommendation: That the committee notes the report and agrees on \_\_\_\_\_ as venue for 2023.**

The Legatus Group coordinated the 3<sup>rd</sup> Annual Local Government CWMS Conference which was held from 19<sup>th</sup> to 20<sup>th</sup> April 2022 at the Mount Gambier campus of UniSA. The 2<sup>nd</sup> conference had been held in Whyalla in 2021.

The Conference ran under the themes of “Changes and Challenges in CWMS”. It was well attended and supported by Mayor Erica Vickery OAM, chair of SAROC and Mayor Lynette Martin OAM of Mount Gambier Council.

The Legatus Group CWMS Advisory Committee will assist with overseeing the 2023 Conference and a draft program will need to be developed. Discussions need to be held on possible locations and theme for the 2023 Conference.

The Legatus Group website has a list of several of the presentations:  
<https://legatus.sa.gov.au/sa-cwms-conference-april-20th-2022/>

### 5.3 On-line, on-demand CWMS training course

#### Report for discussion and decision.

From: Paul Chapman Project Manager

**Recommendation: That the Committee notes the report and supports the Legatus Group in actively promoting the training course to its members.**

The training course has now been prepared and reviewed by the Acting Manager of the CMC. Paul Chapman, Legatus Project Manager, summarises the course as a significant gain, particularly for newcomers to CWMS. The target audience includes operational staff, compliance officers and elected members. The first half of the nine courses introduce the operation of CWMS in some detail and the second half deal with regulation of CWMS. The course is currently being given a final review by the regulators before being offered to all Councils by LGA Training later in 2022.

### 5.4 UniSA and Yorke Peninsula CWMS expansion project

#### Report for discussion and decision.

From: Paul Chapman Project Manager

**Recommendation: That the Committee notes the report and continues to review the project.**

Under the MoU between Legatus and UniSA, a previous report had assessed the options available to expand existing CWMS (<https://legatus.sa.gov.au/wp-content/uploads/2021/06/Att-14-Expansion-options-CWMS-Final-Report.pdf>). The work responded to the common problem of systems that are approaching their capacity and it emphasised the role that constructed wetlands could play, particularly as an adjunct to a treatment plant using SBR or IDEA techniques. Water can be discharged sooner from the plants if it then is used in a wetland, designed to treat it further. Lowering retention times in the plant effectively increase the capacity of the system.

There are currently two aspects to this work.

- 1) Masters student is preparing the draft design for a Constructed Floating Wetland for the Ardrossan CWMS within the adjoining golf course where the reclaimed water is used. That work is being jointly supervised by Dr Paul Chapman from Legatus and Ass-Pro Ke Xing from UniSA and will be complete in November 2022.
- 2) Research funding application has been made by UniSA, with support from Legatus and the Yorke Peninsula Council, to the LGA's LGR&D Fund to trial the technique and to finalise plant selection and fine tune operation before any decision is made to go ahead. Funding is also sought for Legatus to conduct community consultation regarding the use of the technology. If the funds are forthcoming, that project will begin in later 2022 and continue for 12 – 18 months.

### 5.5 Using sludge in regional composting facilities

#### Report for discussion and decision.

From: Paul Chapman Project Manager

**Recommendation: That the Committee notes the report and continues to review progress with the Peterborough pilot organics project.**

Previous work, also under the MoU with UniSA, considered the use of CWMS sludge in composting (<https://legatus.sa.gov.au/wp-content/uploads/2019/08/Final-Report-Draft-Legatus-Group-Sludge-Viability-Project-.pdf>) and subsequent work has considered the use of sludge as one of a number of sources of organic materials for a regional composting site. This work has been of use in assisting the Peterborough District Council to prepare a funding application to GISA and the Australian Government to part-fund a pilot organics processing plant. A final decision on the application is pending.

## **6. Other Business**

### **6.1 Brainstorming the activities of the Legatus CWMS Advisory Committee**

Members are invited to propose activities that might be undertaken by the Advisory Committee during 2022-23, noting that the funding available must also fulfil the work plan agreed with the LGA.

## **7. Close and next meeting.**