MINUTES OF THE MEETING OF THE MID MURRAY COUNCIL COMMUNITY WASTEWATER MANAGEMENT SYSTEM (CWMS) ADVISORY COMMITTEE HELD IN THE COUNCIL CHAMBERS, MAIN STREET, CAMBRAI, ON FRIDAY, 1 DECEMBER, 2017

PRESENT:
Cr Jeff Hall Chairperson
Cr Kevin Myers Council
Cr Peter Raison Council
Dawn Prust Holiday Home Area Representative
Wayne Tredrea Holiday Home Area Representative
Trevor Donaldson Holiday Home Area Representative
Stephen Nicolson Holiday Home Area Representative

IN ATTENDANCE:
Jake McVicar Acting Manager - Health Services
Darren Reid CWMS Maintenance Officer
Russell Pilbeam Asset System Officer
Melissa Marschall Minute Secretary

COMMENCEMENT AND WELCOME: 1.00 PM

The Chairperson declared the meeting open and welcomed all members.

APOLOGIES:
Mayor Dave Burgess, Cr Brian Taylor, Joel Taggart & Thomas McKellar

201/1 Cr Myers moved that the apologies be received.
Seconded W Tredrea.

CARRIED.

LEAVE OF ABSENCE:
Cr Brenton Schmitt

DECLARATIONS OF INTEREST:
Nil.

CONFIRMATION OF PREVIOUS MINUTES:

(Page 194 – 26/6/2017)

201/2 D Prust moved that the Minutes of the Mid Murray Council CWMS Advisory Committee Meeting held on 26 June 2017 be taken as read and confirmed.
Seconded T Donaldson.

CARRIED.
CWMS REPORT:  
See Minute Book Pages 204 – 215.

202/1 D Prust moved that the report be received.  
Seconded T Donaldson.  
CARRIED.

CWMS Maintenance Officer’s Report

Discussion ensued on the investigation of flood mitigation works e.g. the raising of sumps and it was resolved that a report be tabled at the next meeting detailing which schemes would benefit from such works including costings.

202/2 S Nicolson moved that the report titled ‘CWMS Maintenance Officer’s Report’ be received and noted.  
Seconded W Tredrea.  
CARRIED.

Cowirra & Wongulla Landing CWMS Update

202/3 S Nicolson moved that the report titled ‘Cowirra & Wongulla Landing CWMS Update’ be received and noted.  
Seconded D Prust.  
CARRIED.

CWMS Subsidy Funding Applications

202/4 Cr Raison moved that the report titled ‘CWMS Subsidy Funding Applications’ be received and noted.  
Seconded T Donaldson.  
CARRIED.

CWMS Asset Management Plans Update

202/5 W Tredrea moved that the report titled ‘CWMS Asset Management Plans Update’ be received and noted.  
Seconded Cr Raison.  
CARRIED.

Safety, Reliability, Maintenance and Technical Management Plans

202/6 Cr Myers moved that the report titled ‘Safety, Reliability, Maintenance and Technical Management Plans’ be received.  
Seconded Cr Raison.  
CARRIED.

202/7 Cr Myers moved that pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the Confidential attachment in relation to the Item E - Safety, Reliability, Maintenance and Technical Management Plans remain confidential and not available for public inspection until released by Council and that this order be reviewed in twelve months.  
Seconded W Tredrea.  
CARRIED.

Essential Services Commission of South Australia (ESCOSA) Reporting 2016/17

202/8 S Nicolson moved that the report titled ‘ESCOSA Reporting 2016/17’ be received.  
Seconded Cr Raison.  
CARRIED.
CWMS REPORT CONT'D:

CWMS Financial Report

Discussion ensued on the financial position of the Five Mile/Kia Marina scheme and it was resolved that a report be tabled at the next meeting.

203/1 T Donaldson moved that the financial report for the period 1 July 2017 to 31 October 2017 be received.
Seconded D Prust.

CARRIED.

OTHER BUSINESS:

Nil.

NEXT MEETING:

To be held in the Council Chambers, Main Street, Cambrai on Monday, 26 February 2018, commencing at 1.00pm.

CLOSURE:

1.38 PM The Chairperson declared the meeting closed.

........................................
CHAIRPERSON

........................................
DATE
MID MURRAY COUNCIL

Report for the Meeting of the Mid Murray Council Community Wastewater Management System (CWMS) Advisory Committee to be held in the Council Chambers, Main Street, Cambrai, on Friday, 1 December, 2017

A. CWMS Maintenance Officer’s Report

Reporting Officer          Darren Reid
Position                  CWMS Maintenance Officer

Report Period – 20 June 2017 to 14 November 2017

All plant servicing is up to date and all water testing complete.

December water sample tests will be completed on 19 & 20 December 2017.

Call outs problems - the occurrences are still low and summarised below:

- Alarms for high levels and air locked pumps
- Power outages are main call outs
- Two sites (Teal Flat and Big Bend) with no flow faults, parts ordered for repairs to be undertaken
- Couple of complaints about not pumping out due to blocked non-return valves
- Bowhill water is having a recurring fault (over current fault), this is being monitored and will need to look into what is causing the fault.

Annual reports have been continuing as required (CWMS, ESCOSA, EPA, DENWR, OTR etc.).

Works to be completed as time permits i.e. connection point & valve cleaning, painting, hand railing.

Hand railing completed at numerous sites. Waiting on more materials to continue work.

Irrigation site repairs to meet licensing conditions (fence, pipe and sprinkler repairs).

Mowing is on going as time permits.

We have completed the upgrade of older alarm systems to Cellvisor’s, with only one more to complete.

South Punyelroo drain junction dug up and the pipe repaired.

Sludge levels in some larger system irrigation tanks have been removed. This is monitored year to year and done as required.

Recent inspections whilst servicing has found connection points being covered by shack owners placing fill between road and shack.

Idyll Acres power cable upgrade has been completed and roadworks are now underway.
A. CWMS Maintenance Officer’s Report cont’d

Works in progress or to start shortly:

- Aerator repairs to Brenda Park and awaiting unit return
- Big Bend repairs to irrigation pipe and non return valves
- Decant valves at some sites to be upgraded to bring our testing up to the required levels as conditioned by licencing requirements.

References

Community Plan  Theme 4: Infrastructure & Community Facilities
Manage the sustainability of the existing and future infrastructure:
Theme 4.3 – Building a long term Community Wastewater Management System (CWMS) Asset Management Plan.

Budget  Maintenance works allocated in budget.


Recommendation

Moved __________________ Seconded __________________
that the report titled ‘CWMS Maintenance Officer’s Report’ be received and noted.
B. **Cowirra & Wongulla Landing CWMS Update**

**Reporting Officer**  
Jake McVicar

**Position**  
Acting Manager – Health Services

**Report Purpose**

To provide an update on the progress for the Cowirra & Wongulla Landing CWMS projects.

**Introduction/Background**

At the previous workshop, members were advised that Council was successful in obtaining $150,000 in funding from the Local Government Association (LGA) to undertake basic investigations into the 18 shack areas without CWMS and to undertake preconstruction design works for the above two settlements.

Council staff have also been working with the Environment Protection Authority (EPA) to seek an alternative approach for approval of the construction of dwellings prior to the CWMS being installed.

**Discussion**

Request for quotes (RFQ) were released on Tuesday 13 June 2017 seeking quotations for the design only of a CWMS at Wongulla Landing and the Cowirra township. This process closed on 19 July 2017 at 3pm and all submissions were reviewed by the evaluation panel and the LGA CWMS Program Manager.

We have resolved to proceed with the engineering company Wallbridge Gilbert Aztec (WGA) to undertake the design and consultation of the CWMS at these two sites.

An initial meeting has been held with WGA, Council staff and the LGA CWMS Program Manager to agree on the process moving forward. WGA have also undertaken the preliminary survey of both shack sites and are working on the preliminary design of both systems.

A letter has also been sent to residents of Cowirra township and Wongulla Landing to advise them of the project. A copy of this letter can be found in Appendix B.

Refer Appendix B.

In regards to the partnership with the EPA, the application for a replacement dwelling at Wongulla Landing has been supported by the EPA and has received Development Approval. Development Applications for the remaining two (2) dwellings which were lost in the 2015 fire are currently being assessed.

**Conclusion**

Council staff will continue to work with the Consultant Engineers, LGA and the community to ensure this project is successful. Continual updates will be provided to the Committee to ensure that consistent communication is maintained.
B. **Cowirra & Wongulla Landing CWMS Update cont’d**

**References**

Community Plan

**Theme 4: Infrastructure & Community Facilities**

Manage the sustainability of the existing and future infrastructure:

Theme 4.3 – Building a long term Community Wastewater Management System (CWMS) Asset Management Plan.

Budget

Included in Long Term Financial Plan for 2018/19.

Legislation


**Recommendation**

Moved __________________ Seconded __________________

that the report titled ‘Cowirra & Wongulla Landing CWMS Update’ be received and noted.
C. **CWMS Subsidy Funding Applications**

**Reporting Officer**
Jake McVicar  
**Position**
Acting Manager – Health Services

**Report Purpose**

To provide the Committee with information relating to recent subsidy applications submitted by Council.

**Introduction/Background**

On 14 September 2017 the Local Government Association (LGA) announced a second ten-year CWMS Subsidy Funding Agreement between the State Government and the LGA for approximately $4 million per annum. The LGA called for expressions of interest and applications from interested Council’s in accordance with the appropriate guidelines.

The agreement will allow for approximately $65 million worth of projects to be completed within the 10 year window.

The closing date for applications was 23 November 2017.

LGA Circular 37.4 is attached in Appendix C.

Refer Appendix C.

**Discussion**

Council staff identified three (3) key proposals that we thought would be worthy of consideration and funding. In order to ensure the applications were given the best chance of success, staff engaged Mike Stephenson to prepare and submit subsidy funding applications.

The three (3) key CWMS proposals were for the following:

1. Cowirra and Wongulla;
3. Four (4) Priority Townships (Morgan, Blanchetown, Swan Reach & Tungkillo).

**Discussion**

Council staff will advise the Committee of the outcome of the applications once we receive the feedback from the LGA.

**References**

Community Plan  
**Theme 4: Infrastructure & Community Facilities**
Manage the sustainability of the existing and future infrastructure:
Theme 4.3 – Building a long term Community Wastewater Management System (CWMS) Asset Management Plan.
C. **CWMS Subsidy Funding Applications cont’d**

Budget Dependent upon outcome of funding applications.


**Recommendation**

Moved __________________ Seconded __________________

that the report titled ‘CWMS Subsidy Funding Applications’ be received and noted.
D. CWMS Asset Management Plans Update

Reporting Officer  Russell Pilbeam
Position  Asset Systems Officer

Introduction/Background

During the financial year 2016/17, Council undertook an extensive process of producing CWMS Asset Management Plans for each scheme. The draft plans were presented at the February Audit Committee meeting and presented and adopted at the February Council meeting. Through further investigation by the finance department, it was decided to delay their adoption as the assets whole of life costs are now accurately accounted for in these Plans.

Discussion

The Asset Management Plans were produced utilising the IPWEA methodology, which meets the ISO 550000 asset management standards. The Plans produced under this method consider the long term financial planning as a 20 year period. The issue with this for CWMS assets is that the Asset Management Plans do not consider a substantial amount for the whole of life costs (see graph below).

Conclusion

The Asset Management Plans will need to be reviewed and revised in order to consider whole of life costs for each CWMS. The period of 20 years as long term will need to be extended in order to account for substantial renewal costs beyond this point.
D. CWMS Asset Management Plans Update cont’d

References

Community Plan

**Theme 4: Infrastructure & Community Facilities**
Manage the sustainability of the existing and future infrastructure:
Theme 4.3 – Building a long term Community Wastewater Management System (CWMS) Asset Management Plan.

Budget

To be considered as part of Council’s Long Term Financial Plan.

Legislation


Recommendation

Moved __________________ Seconded __________________
that the report titled ‘CWMS Asset Management Plans Update’ be received and noted.
E. **Safety, Reliability, Maintenance and Technical Management Plans**

**Reporting Officer**  
Caroline Thomas

**Position**  
Casual Environmental Health Officer

**Report Purpose**

To provide members with an update on the development of Council’s Safety, Reliability, Maintenance and Technical Management Plan for the CWMS infrastructure and non-potable water supply system located at Bowhill.

**Introduction/Background**

The Office of Technical Regulator requires all water entities by law to develop a Safety, Reliability, Maintenance and Technical Management Plan (SRMTMP) for all water and sewerage infrastructure that is managed by the entity.

An SRMTMP outlines how the entity will comply with the WHS and Technical Standards, Operation, Maintenance, Emergency Procedures and Management practices of the entity. This confidential document also outlines how continuous improvement and review will occur for best practice and operation of the CWMS and non-potable water supply networks. This document will also be used by the Office of Technical Regulator to audit Council against actual performance.

A copy of the SRMTMP is attached in Confidential Appendix E.

Refer Confidential Appendix E.

**Discussion/ Conclusion**

Council developed its initial draft SRMTMP in January 2016 and was sent to the Office of Technical Regulator. Since then there have been two further reviews following requests from the Office of Technical Regulator. The final document was sent to the Office of Technical Regulatory on 29 October 2017 and we are waiting to be advised whether any further improvements are required.

**References**

Community Plan  
*Theme 4: Infrastructure & Community Facilities*  
Manage the sustainability of the existing and future infrastructure:  
Theme 4.3 – Building a long term Community Wastewater Management System (CWMS) Asset Management Plan.

Budget  
No budget impact.

Legislation  

**Recommendation**

Moved __________________ Seconded __________________  
that the report titled ‘Safety, Reliability, Maintenance and Technical Management Plans’ be received.
E. **Safety, Reliability, Maintenance and Technical Management Plans cont’d**

**Recommendation**

Moved __________________ Seconded __________________

that pursuant to Section 91(7) of the Local Government Act 1999, the Committee orders that the Confidential attachment in relation to the Item E - Safety, Reliability, Maintenance and Technical Management Plans remain confidential and not available for public inspection until released by Council and that this order be reviewed in twelve months.
F. **Essential Services Commission of South Australia (ESCOSA) Reporting 2016/17**

**Reporting Officer**  
Jake McVicar

**Position**  
Acting Manager – Health Services

**Report Purpose**

To provide the Committee with information relating to recent ESCOSA reporting.

**Discussion**

Mid Murray Council is required to complete an Annual Compliance Report for the period 2016/17 and this reporting must be prepared in a manner that meets the requirements of the Compliance Systems and Reporting Water Industry Guideline No. 1.

The Annual Compliance Report is attached for the information of the Committee.

Refer Appendix F.

**References**

**Community Plan**  
**Theme 4: Infrastructure & Community Facilities**  
Manage the sustainability of the existing and future infrastructure:  
Theme 4.3 – Building a long term Community Wastewater Management System (CWMS) Asset Management Plan.

**Budget**  
No budget impact.

**Legislation**  

**Recommendation**

Moved __________________ Seconded __________________

that the report titled ‘ESCOSA Reporting 2016/17’ be received.
G. **CWMS Financial Report**

**Reporting Officer**  Robyn Dunstall  
**Position**  Acting Director – Corporate & Financial Services

A copy of the CWMS Financial Report for the period 1 July 2017 to 31 October 2017 is attached.

Refer Appendix G.

**Recommendation**

Moved __________________ Seconded __________________

that the financial report for the period 1 July 2017 to 31 October 2017 be received.

Jake McVicar  
**Acting Manager – Health Services**