**AGENDA **

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| TITLE  | IWA Environment Special Interest Group | File:  |
|  |  |  |  |  |
| **Date** | 21 November 2024 | **Time** | 10 AM – 3:30PM | Location: In person Novotel Geelong – Room Moorabool 2 |
|  |  |  |  |  |
| **Meeting Theme: Environmental compliance and waste** |  |  |  |
| **Item No** | **Description** | **Allocated Time** | **Action** | **Who** |
| 2 | IWA Board Member update | **10:00 am** (10 mins) | Presentation  | **-** |
| 1 | Open and Welcome to the meeting.Confirm minutes from last meeting. | **10:10 am** (10 mins) | Discussion | **Shelley Kyriazis SEW** |
| 3 | Melbourne Water: Duty to manage duty to notify contamination – interpreting requirements and providing some examples on how this applies in real terms. | **10:20 am** (35 mins) | Presentation and discussion | **Tom Harper MW** |
| **4** | Proposed changes to EPA reporting requirements for Wet Weather events – presentation of changes being proposed for VicWater on behalf of all Water Corporations and seeking endorsement for the changes. | **10:55 am** (30 mins) | Presentation Follow up review and endorsement required.  | **Cody Narlock SEW** |
| **5** | Barwon Water: Legacy Contamination Program (share Barwon Waters approach and learnings). | **11:25 am** (30 mins) | Presentation and discussion | **Karina Pierotti Barwon Water** |
|  | **LUNCH BREAK** | **12:00** (60 mins) |  |  |
| **6** | South East Water: Project Preliminary Environmental Checklist Tool – share approach and learnings. | **1:00 pm** (45 mins) | Presentation and discussion | **Bec Revere SEW** |
| **General Business** |
|  | **Around the Grounds** | **1:45 pm** (30 mins) | Discussion | All |
| 7 | Convenor required – SEW tenure as convenor ends after the March 2025 meeting.Reaching out to the group for volunteers to take on the next 2-year tenure – 6 meetings | **2:15 pm** (10 mins) | Discussion  | **Shelley Kyriazis SEW**All |
| 8 | **Next Meeting Time & Place*** March 2025, virtual meeting.
* Agenda items required.
 | **2:25 pm** (10 mins) | Propose items to discuss at next meeting | All |
| 9 | **Reflections on meeting, Confirm record, Close meeting** | **2:35 pm** (10 mins) | Discussion and close | All |
|  | **AFTERNOON TEA** | **3:00 pm** |  |  |
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| 1. We start & finish on time.
2. We all contribute – everyone is given the opportunity to voice their opinions.
3. We use improvement tools that enhance meeting efficiency & effectiveness.
 | 1. We actively listen to what others have to say, seeking first to understand, then to be understood.
2. We follow up on actions we are assigned responsibility for & complete them on time.
 | 1. We give & receive open & honest feedback in a constructive manner.
2. We use data to make decisions (whenever possible).
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