

17 August 2021

In-house training: Construction Hold Points for Bioretention and wetlands assets

Council contact:

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Scope and outcomes:

Each session is designed to:

- Introduce the basic concepts of Water Sensitive Urban Design (WSUD) and Integrated Water Management (IWM)
- Build knowledge of common bioretention and wetland construction risks and how to avoid them
- Teach participants the critical hold-points to assess that assets are being constructed as designed
- Highlight actions to streamline the design-construction-handover process, with focus on roles and responsibilities
- Provide practical learning through audio-visual footage of real hold point inspection visits
- Build organisational capacity, collaboration and commitment on the topic
- Identify and drive further action to improve processes and address priority issues

As part of this session Clearwater provides:

- The planning, design and coordination of your training session
- A training session that incorporates tailored components to address your specific needs
- Training notes at the session and that can be used as future reference
- Collation and write-up of notes from the workshop session to help inform and support your action planning
- Participant feedback survey collation and summary report

To ensure this workshop is a success we require the host council to:

- Complete the activity timeline which outlines your key responsibilities essential for delivery
(Refer to Appendix A)
- Provide input into the two tailored components – a) council overview b) facilitated discussion
- Organise where possible council management participation

Cost:

\$5,500 GST inclusive (3.5hour delivery)

Session date:

12 October 2021

Please provide Clearwater with three suitable dates or a timeframe (To allow enough time to successfully plan your session we require at least 6 weeks between the training agreement sign-off and the delivery of the training course)

Council host location:

Training to be held online via Zoom

Audience:

Number of participants to range from 15 – 20 people per session

The training is tailored towards all local government staff (and/or their contractors) responsible for project design / implementation and construction for WSUD bioretention and wetland assets. This includes project site inspectors and project management staff, WSUD officers, engineers and environmental officers. Clearwater encourages professionals working in the following areas to attend:

- stormwater management (including those overseeing project funding and grants)
- waterway & catchment management
- water / waste water / drainage infrastructure management
- project and construction management

Council Manager Participation:

We highly recommend that a Council Manager introduces the training to demonstrate council commitment and to provide an overview of local context regarding the construction, maintenance and future direction of WSUD/ IWM within the municipality.

We also recommend that at the conclusion of the session, a Council Manager commits to coordinating the implementation of actions identified in the closing facilitated session.

Training Session Format:

Construction Hold Points for either bioretention OR wetlands will run for 3.5 hours.

Recommended timing 9.30am - 1.00pm (includes break for morning tea)

Session includes:

- Context Introduction to Water Sensitive Urban Design (WSUD) and Integrated Water Management (IWM) and how the relevant asset type/s support sustainability outcomes. Common construction issues / mistakes will be explored for the focus asset.
- The session will cover either the six critical construction hold points for bioretention OR the eight critical construction hold points for wetlands (as outlined above)
- Audio-visual footage demonstrating what to look for at each of the hold point site inspections
- Exercise to reinforce independent learning
- Facilitated closing discussion to identify future actions to embed best practice.



Construction Hold Points on request - training agreement

Payment and cancellation terms:

Clearwater will send an email to the client within five business days after the event. Payment is required 30 days from the specified invoice date. ABN: 81 945 386 953

Cancellations and postponements made by the client must be communicated to Clearwater in writing at least 10 business days prior to the event date.

Due to the tailored nature of this course, a cancellation fee and payment for any preparation hours accrued may apply.

Clearwater reserves the right to cancel or reschedule a booked training session prior to the event date or on the day if any action, behaviour or environment is unsafe.

Acceptance of training agreement:

By signing below you are accepting the above scope of works and payment terms.

Signed: 

Name: Arezou Houshmand.....

Organisation: ...Moreland City council.....

Date: ...25/08/21.....