

Independent Technical Oversight Panel Terms of Reference and Selection Criteria

The Technical Oversight Panel:

1. Will be comprised of six members.
2. Will be given a \$12,000/year honorarium + \$750/meeting (up to 4 hours, additional \$750 over 4 hours) + travel disbursements. Chair will receive \$30,000/year + same meeting and travel expenses.*
3. Will commence work in August 2015 and end no later than March 2016, or be extended according to need as determined by the Core Area Liquid Waste Management Committee (CALWMC) and with the willingness of the panel members to continue to serve.
4. Will provide independent oversight to the work of the engineering, business case, lifecycle costing and other project analysis done post August 2015. The panel must be proactive, jointly preparing a work plan with the consultant to be proposed to the CALWMC, vetting the options in conjunction with the consultant, identifying items that should be taken to the CALWMC and the public early in the process. The Technical Oversight Panel (TOP), in conjunction with experienced consultants, must undertake a “rapid assessment” to assess if a concept or configuration is feasible or not, and whether it should be taken to the next level of analysis or not.
5. After the initial settling in period and approval of the consultant’s work plan, the TOP chair will report biweekly to the CALWMC until November 2015 to keep the CALWMC apprised of the project costing and solutions analysis. The Chair of the Panel will have the primary responsibility for presenting updates and answering questions of the committee and speaking on behalf of the Panel at public sessions.
6. Will advise as to how to best canvas the private sector broadly to see what solutions they have to best meet the goals of this project.
7. The team will begin its work with the option set sites provided. But it may consider additional sites that will ensure the best business case scenario that maximizes benefit to the best value for taxpayers. Once identified, the TOP will recommend to the CALWMC that the budget be amended and the respective councils will be asked to put forward the sites for further analysis.

*Based on Core Area Wastewater Program Commission.

Selection Criteria/Skill Sets Sought:

1. Significant private sector business, finance and large-scale project-management experience.
2. Wastewater, residuals treatment technology – up-to-date understanding of innovative/emerging/best practices including wastewater and reclaimed water regulatory context.
3. Resource recovery – wastewater reuse (irrigation, purple pipe), district energy systems, energy conversion systems and other community benefits, and ability to evaluate technologies to allow for integration of other waste streams into the

- wastewater treatment in the future.
4. Financial costing including capital/operating/life cycle, comparative evaluations, business case analysis, risk, financing, procurement options and achieving social capital on a project.
 5. Proven ability to pull conceptual ideas into overarching plan.
 6. Chair, proven ability to deliver, able to present detailed concepts in political arena and to broad public, comfortable with public speaking, media, videotaped proceedings and large venues.
 7. Climate adaptation and mitigation experience.

Approved by CRD Core Area Liquid Waste Management Committee
on May 27, 2015

And revised by Core Area Liquid Waste Management Committee
on August 12, 2015