



PHIL HAWLEY & ASSOCIATES

Engineers & Managers

ABN 66 478 102 492

Résumé – Phil Hawley, Principal of Phil Hawley & Associates



Qualifications: Civil Engineering, Local Government Engineering (NSW), Management, National Professional Engineers Registration, Registered Professional Engineer Queensland (#9932), JP.

Professional Memberships: Fellow, Engineers Australia; Fellow, Institute of Public Works Engineering Australia; Member, Waste Management Association of Australia.

Professional Experience: Phil had almost thirty years experience in local government prior to establishing Phil Hawley & Associates in 1999. His local government experience initially included positions at Sutherland, Burwood and Rockdale Councils and more recently he was a Division Engineer/Waste Manager with Wollongong City Council (10 years) and Technical Services Manager/Asset Maintenance Manager with Shoalhaven City Council (7 years).

Phil Hawley & Associates Projects: Phil Hawley & Associates (PHA) has successfully completed a range of management and infrastructure projects for clients including Councils, National Bodies (such as the ALGA and Austroads), Federal Agencies and the private sector. Several of these have been carried out in association with other regionally based consultants. We place an emphasis on developing solutions that deliver value and engender ownership to our clients. Some of our projects include:

- Project management of the first National Rural Roads Congress, held in Moree
- Conduct of a feasibility study for joint management of solid waste by Snowy River & Cooma-Monaro Councils and the National Parks and Wildlife Service. This led to the formation of the Snowy Monaro Regional Waste Management Committee
- Prepare a Waste Strategy for Booderee National Park (Environment Australia)
- Prepare strategic water and wastewater business plans for Harden Shire Council, subsequent plan revision and best practice audits, and also assist with similar plans for Gundagai and Brewarrina Shire Councils
- Revise Development Control Plans for Wingecarribee, Shoalhaven, Snowy River and Cooma-Monaro Councils (the latter 2 in conjunction with Kosciuszko National Park)
- Project Management of a diverse range of projects such as streetscapes (e.g. River St Ballina), structures (e.g. an 8 span bridge over the Shoalhaven River) and corporate systems (e.g. corporate data system for Snowy River Shire Council)
- Develop RTA Pre-qualification systems (OH&S, Quality Assurance and Environmental) for Crookwell Council
- Data collection and analysis for the Austroads Research Project “N.BS.9902 - Heavy Vehicle Loading of Low Trafficked Roads”
- Prepare the Management Plan and the Business Plan for the new state-of-the-art Resource Recovery Centre at Moss Vale for Wingecarribee Council. *This project won the Waste Management Association of Australia award as the Best Transfer Station in Australia for 2007*
- A number of other briefs have also been undertaken for the Resource Recovery Centre including business plans, grant applications, specification writing and project management of various infrastructure upgrades
- Prepare a Procedures Manual for the Fleet Management Services Branch of Dubbo Council that fitted all documented procedures into an Asset Management Strategic Business Planning Hierarchy. *This project was the final part of a project that subsequently won second place, out of 79 entries, in the 2002 National Local Government Excellence Awards*
- Contract documentation and administration for several councils, including construction, service and waste contracts
- Conduct a management and operations review of the water and sewerage businesses of Wingecarribee Shire Council

- Manage design, documentation and initial construction of the Jindabyne Regional Waste Management Facility
- Project manage the design and reconstruction of a bridge over the Shoalhaven River at Bombay for Palerang Council (RTA funded project)
- Preparation of the Waste Strategy and subsequent domestic collection contract for Upper Lachlan Shire Council
- Concept design input for the new Moree landfill. This project won the 2009 IPWEA Engineering Excellence Award in the category of Recovering, Recycling and Reusing
- WMAA landfill award application for the Whylandra landfill for Dubbo City Council
- Preparation of a Project Delivery Manual for Wingecarribee Shire Council
- Conduct of a review of the Works Services Branch for Dubbo City Council, and the preparation of a subsequent Operational Improvement Plan
- Process Benchmarking with six other councils arising from the Dubbo Operations Improvement Plan
- Audit of the Contributions Plans (both S64 and S94) for Shoalhaven City Council
- Manage utility investigations and design for the construction of a second carriageway along 6km of the Princes Highway at South Nowra

Key Competencies of Phil Hawley

Strategic and Management Planning

Phil's work has generally had an eye to the future. In the late 1980's he developed a 50-year strategic plan for waste management in the City of Wollongong. The general thrust of this plan is still being followed today. He has been involved in the preparation of strategic business plans for water and wastewater for Gundagia and Brewarrina Shire Councils and assisted with rewriting the strategic plan for ACT NOWaste. These plans considered environmental, financial and social factors and have already led to administrative and operational changes in these functions. Early in his consulting career, Phil prepared the Management Plan and the Business Plan for Wingecarribee Shire's state-of-the-art Resource Recovery Centre at Moss Vale. He also prepared a Business Operations Manual to assist Dubbo Council in its strategic planning process and has also completed a high level management and operations review of water and sewerage for Wingecarribee Shire Council and of the Works Services Branch for Dubbo City Council. In this latter case Phil then prepared an Implementation Plan and assisted Council in the delivery of the plan's recommendations, including undertaking a process benchmarking study between 6 other councils. Phil has also prepared the water and wastewater strategic business plans for Harden Shire Council, including a subsequent revision of these plans and was the project manager for the team that developed the best practice criteria and conducted the subsequent audits. He has since been involved in similar projects for other water authorities. Phil has completed an audit of the developer contributions plans for Shoalhaven City Council and the audit report contains a number of recommendations for strategic and structural reforms. Wagga Wagga City Council recently adopted the Resource Recovery Strategy developed by Phil.

Waste Management

Phil was instrumental in developing and managing changes, many of which were innovative, to the Waste Management facilities and practices at Wollongong Council where he was responsible for all waste management within the City for a period of 8 years. PHA has prepared a number of waste minimisation and management plans including for industrial and aged care complexes, revised the "Waste Not DCP" for Shoalhaven City Council, Snowy River Shire Council and Cooma Monaro Council, prepared landfill management plans for various clients, prepared waste strategies such as for Upper Lachlan and Snowy River Shire Councils, Wagga Wagga City Council and Booderee National Park and conducted a feasibility study on the regional management of waste for Snowy River and Cooma-Monaro Councils with Kosciuszko National Park. Phil assisted and represented Snowy River Shire for the first couple of years in the strategy implementation, which included redevelopment of landfills, construction of transfer stations and investigations into resource recovery options, including organics recovery and processing. He has provided ongoing assistance to Wingecarribee Shire Council in the strategic planning, establishment and day-to-day operation of the multi-award winning Resource Recovery Centre. Phil is presently assisting Wagga Wagga City Council in the implementation of its recently adopted resource recovery strategy. He has completed a review of the LEMP for Goulburn landfill and has prepared LEMPs for landfills at

Marulan and at Jindabyne. He is assisting Wollongong City Council in its strategic waste planning including for the introduction of a possible AWT and in the management of its waste contracts.

Project & Contract Management

Most of Phil's working life had been spent managing projects of one type or another. Many of these have had an engineering focus and include numerous construction projects ranging from the very small, to multi million dollar building developments such as the extensions and refurbishment of Shoalhaven Council's Administration Building. PHA has managed projects as diverse as the 1st National Rural Roads Congress held in early 2000 in Moree, stormwater management plans, the replacement of corporate data systems, as well as the more traditional engineering type projects. PHA has undertaken the preparation of documentation and administered a number of different contracts, including buildings, bridges, streetscapes, sail structures, computer/software systems, water & sewer asset collection and GIS integration, waste collection, transport, management of community facilities and various supply contracts. Phil project-managed the reconstruction of an 8 span bridge over the Shoalhaven River at Bombay for Palerang Council on behalf of the RTA. PHA has written development specifications based on the Aus-Spec 1 series of specifications for several clients.

Phil was on the tender selection panel for the Wingecarribee Shire Council waste and recycling collection contract and administered the Wollongong collection contract between 1987 and 1993. He also assisted Wingecarribee Shire Council in the establishment and administration of its new collection contract and in the assessment of the \$140M 15 year waste receipt and processing contract for the South Western Sydney Councils, including writing the probity plan for this project, as well as provision of advice and assistance for the administration of the former waste collection and transport contracts. He managed the resolution of a dispute concerning one of these. He wrote the specifications and managed the tender process for a new 7-year transport contract for the Resource Recovery Centre and completed a Project Delivery Manual for Wingecarribee Shire Council.

He has assisted both Wingecarribee Shire and Wagga Wagga City Councils with public private partnership (PPP) projects. During December 2008 Phil project managed the preparation and submission of a \$3M grant application for a Sustainability Education Training and Education Centre for Wingecarribee Shire under the RLCIP – Strategic Projects programme within a 2 week period, including business and project plans, architectural details, project plan, feasibility study, budget, estimates and securing funding partners.

Phil has prepared EoI and tender documentation as well as the probity plan for both the Tahmoor and Douglas Park community centres for Wollondilly Shire Council and was recently the project manager for all utility investigations for the design of the duplication of the Princes Highway for approx 6 km through South Nowra.

Grant Applications

Whilst at Shoalhaven, Phil was responsible for all coastal, floodplain and estuary management. These programmes were dependent on co-funding from the State Government and Phil refined preparation of grant applications to a fine art. He was successful in achieving grant income to Council of well over \$2M during his time there. PHA has an excellent track record of successful applications for its clients, including stormwater trust funds, EPA grants and also a \$187 000 Resource NSW R&D Grant for Wingecarribee Shire Council.

Quality, OHS & Environmental Management

In 1993, Phil led the Technical Services Section of Shoalhaven Council to achieve ISO 9001 Quality Certification, the first such certification within local government within NSW. Since then, he has developed QA, OHS and Environmental Management Systems for both government and private sector clients. PHA successfully led Crookwell Council to achieve pre-qualification to RTA standards, and also led a civil contracting firm through WorkCover's Premium Discount Scheme. He also refined, revised and integrated the management systems for this organisation to suit the Civil Contractor's Federation format.

Phil also managed the revision of Upper Lachlan (formerly Crookwell) Shire's single invitation management systems to meet new RTA requirements.

Phil is an accredited contractor through BNG Conserve Pty Ltd for Wollongong and Shoalhaven City Councils and for Wollondilly Shire Council.