

Caribbean Water and Wastewater Association

EXECUTIVE REPORT

OCTOBER 2013 - SEPTEMBER 2014

CWWA Executive



President	L. O'Reilly Lewis	Barbados
President Elect	Jason Johnson	USA
Ordinary Member - 2013	Andy Gill	Barbados
Ordinary Member - 2014	Cyprian Gibson	Bahamas
Vice President	Alphonsus Daniel	Grenada
Vice President	Ivan Rodrigues	Antigua
Secretary	Casandra La Fleur	Trinidad
Treasurer	Carol Doyle	Trinidad
Public Relations Officer	Shanta Ramkissoon	Trinidad

STAFF

Executive Assistant	Marian Stephen	Trinidad
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Meetings



October 2013 - September 2014

- **Executive Council**
 - 7 monthly meetings via conference call
 - 2 face to face meetings
- **Meeting with Secretariat**
 - President convened meeting in Trinidad with Secretariat in February 2014
 - VP Daniel convened meeting in Trinidad with Secretariat in June 2014

2013 Conference



- The Barbados Water Authority with the assistance of the Barbados National Section successfully hosted CWWA 2013 Conference & Exhibition at Hilton Barbados Resort.
- Attendees: 55 exhibitors, >300 delegates from regional and international water, waste and solid waste sectors.
- New conference features:
 - Utilities forum. At this forum, regional practitioners had the opportunity to share experiences and learn from each other.
 - Rum tasting. Celebration of a unique resource and product from the region.
- Proceedings: USD 56,500.

Strategic Plan



- A draft Strategic Plan for the period 2013 – 2016 was developed for the Association in 2013 using a collaborative approach involving the engagement of stakeholders.
- A presentation was made at the AGM in 2013 and feedback was incorporated into finalising the Plan.
- Development of the Plan was supported by United National Environment Programme (UNEP/CReW) and the CWWA would like to thank UNEP for successful completion of this major milestone.
- Implementation of Plan: the Association has initiated programs under the Plans identified 3 pillars including the process to engage an Executive Director to roll out the Plan.



National Sections

Strategic Plan milestone: Fully functional CWWA National Branches operational in all territories by 2016

Over the period 2013/14, the Executive intensified its efforts to reactivate the National Sections.

- Bahamas: celebrated 2014 World Water Day in collaboration with WSC with a 3 day seminar on piping solutions, Health & Wellness Fair and cocktail reception.
- Barbados: successfully hosted 22nd Annual CWWA Conference (2013) in conjunction with BWA.
- Grenada: celebrated 2014 World Water Day in collaboration with NAWASA with a technical presentation and tour of energy efficient water facility; presented award and token to 1997 CWWA Annual Conference Gold Award recipient, Raymond Noel.



National Sections

- Trinidad and Tobago: launched a Lecture Series in September 2013 and facilitated 6 lectures highlighting challenges in the Sector and strategies to address these shortcomings; Christmas Social for membership in December 2013.
- 2 New Sections: St. Kitts & Nevis and Antigua have indicated their intention to establish independent Sections outside of Leeward Islands Section

Social Media



Strategic Plan milestone: Improve communication and knowledge sharing

CWWA continues to use social media to provide relevant information to its membership and practitioners in the Sector.

- **Website – cwwa.net**

- Launched new website which is modern with a user friendly design.
- Secure SSL system is included to facilitate online payments.
- Improved postings of sector information (jobs vacancies, project opportunities, sector news).

- **CWWA's Facebook Page -**



The Association continues to update the Facebook Page with CWWA alerts, information from partners/collaborators and relevant articles from the Water and Solid Waste Sectors.

Social Media



- **Newsletter - CWWA INFOstructure**

- The newsletter is now published monthly and contains current sector news and events from regional utilities, solid waste providers and practitioners.

- INFOstructure is available for download from the website



Collaborations



Strategic Plan milestone: Build alliances and coalitions in support of advocacy programs for the water community

Membership represented the Association at various regional and international Sector Events

- 2nd Global Water Operators' Partnership Alliance (GWOPA) General Assembly, Spain. (VP Daniel)
 - CWWA represented the Cari-WOP Section at this meeting and highlighted the unique challenges of Operators in the region and invited utilities to participate in 2014 workshop at CWWA conference
- Water Operators Partnership, Latin America & Caribbean (WOP-LAC) Corporate Social Responsibility Workshop, Uruguay. (VP Daniel)
 - CWWA participated at this workshop which would facilitate a transfer of new work methods to membership utilities

Collaborations



- Global Water Partnership (GWP) Consulting Partners Meeting, Trinidad (President Elect)
 - Represented member utilities in the discussions based on this year's theme "GWP Strategy Towards 2020: Addressing thematic issues"
 - Sign MOU with GWP-C
- United Nations Environment Programme (UNEP) and GWP-C meeting, Barbados (President Elect, VP Rodrigues)
 - Participated in discussions
- GWP-C Integrated Urban Water Management Workshop, Trinidad (VP Daniel)
 - CWSA was invited to make a presentation on the role of the Association
 - Participated in the workshop to ensure membership benefits from the learnings and new concepts in the Sector

Collaborations



- Regional Water Sector Assessment Workshop, Barbados (Secretary)
 - Participated in discussions and networked with sector stakeholders to understand the challenges that regional operators face and CWWA's role in supporting stakeholders and improve product offerings to membership
- 4th Annual Drinking Water Week of Provo Water Company, Turks & Caicos (President)
 - CWWA President was invited as a guest speaker at the launch of Provo Water Company 2014 Water Week Activities

Collaborations



- Coalition for Cholera Meeting, Washington D.C (Ordinary Member Gibson)
 - Participated in discussions and networked with sector stakeholders
- American Water Works Association 2014 Annual Conference, Boston, USA (President Elect, Ordinary Member Gibson)
 - Promotion of Bahamas conference
 - Participation in international section sub-committee meetings
 - Discussions regarding future collaborative efforts



Memorandum of Understanding

Strategic Plan milestones:

Sign MOU with GWP-C (formal HLS framework established by 2014)

Finalize CWWA - AWWA/CAWASA linkage

CWWA will continue to forge stronger relations with key local, regional and international partners to introduce new and relevant technologies and work methods in an effort to improve our service and products to our membership and stakeholders.

- GWP-C – collaboration to co-host, fund, plan and execute the HLS.
- FSAWWA – organize participate and promote activities relevant to CWWA and regionally relevant AWWA sections (FSAWWA).



Membership

New Members: July 1, 2013- June 30, 2014

21 Individual

9 Corporate

1 Utility

Total Membership

<u>Members Category</u>	<u>Total</u>	<u>Financial Status</u>
Member:	169	51
Corporate:	52	33
Corporate Utility:	10	8
TOTAL	243	85

Training



Strategic Plan milestone: training and development program for members developed in collaboration with partners by end of 2014

- CWWA collaborated with IG Training & Consultancy Limited to conduct:
 - Three 2 day workshops on Offshore Biological Wastewater Treatment Systems.
 - 2 First Aid Awareness Training.
 - 2 Fire Safety Awareness Training.

Training



- CWWA collaborated with IG Training & Consultancy Limited, and CAWASA to conduct:
 - 6 Water and Wastewater Treatment systems seminars.
- Piping Solutions Training and education Seminar (hosted HD Supply – seminar conducted with Bahamas National Section).

Treasurer's Report



Financial Performance July 2013 – June 2014

Statement of Financial Position (US\$)

As at June 30, 2014

Please Note foreign rate used of 6.424 TT:US

	2014 US\$	2013 US\$
Assets		
Non-current asset	611	758
Current assets		
Cash and Cash equivalent	49,959	14,770
Unit Trust Investments	82,480	87,252
Trade Receivables	9,574	25,199
	142,013	127,221
Total Assets	142,624	127,979
Liabilities and Equity:		
General Fund	137,778	125,204
Current Liabilities		
Deferred Income	2,905	0
Trade Payables	1,948	2,775
Total Equity and Liabilities	142,624	127,979

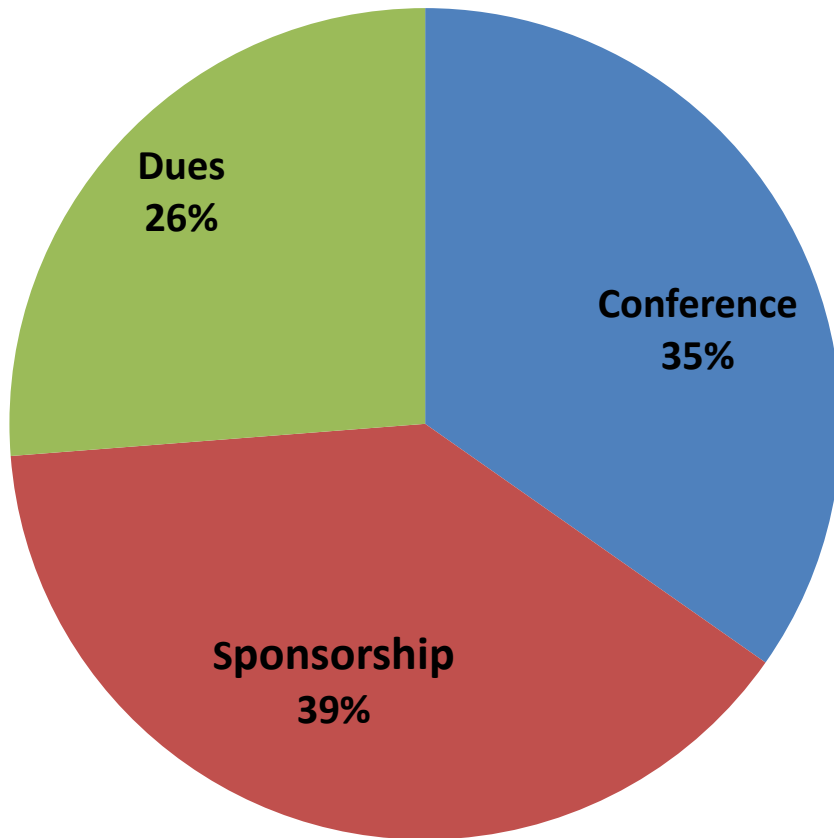
Income Statement: July 2013 to June 2014

	Income	Budgeted 2014 US\$	Actual 2014 US\$	2013 US\$
1	Annual Dues and Applications	28,490	27,575	12,261
2	Conference Income	35,000	36,434	33,069
3	Sponsorship and Donation	36,000	41,024	11,904
4	Training and Workshops	18,000	1	11,589
5	Other Income	0	913	4,740
	TOTAL INCOME	117,490	105,947	73,563

Expenses	Budgeted 2014 US\$	Actual 2014 US\$	2013 US\$
Selling, General & Admin		70567	45335
Conference & Executive Meetings	10000	50725	21431
Salaries	60000	14131	19264
Secretariat Administrative Expenses	6000	4156	4637
Workshop	10000	1556	0
Depreciation & Interest	0	147	178
Other Expenses		22577	18647
Fees and Subscriptions –Audit, AIDIS, AWWA,	5000	5598	3,252
<i>(Work Program)</i>			
Strategic Plan Initiative	5000	5000	10822
Constitution and Regulations	10000	0	0
National Section Support	5000	0	0
Office expenses	6000	6136	4773
Magazine	0	5831	0
Interest Expense		860	551
	117000	94149	64713

Income Distribution

2013 -2014



Expense Distribution 2013 -2014



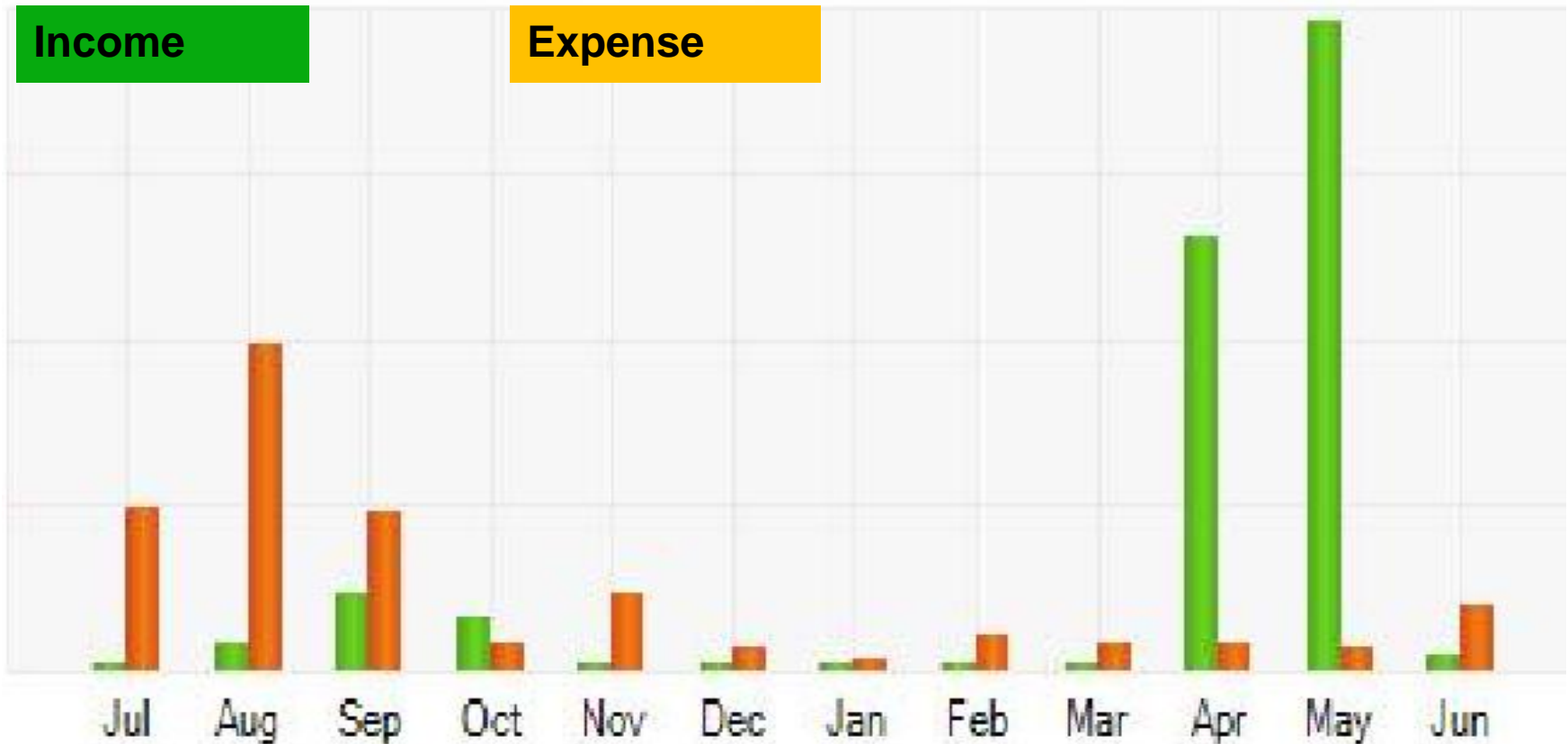
Cash Flow



**Caribbean Water and Wastewater Association
Statement of Cash Flows
Year Ended June 30,**

	2014	2013
	<u>TTS</u>	<u>TTS</u>
Cash Flow from Operation		
Surplus for the Year	80,782	56,864
Depreciation	944	1,141
Gain on Equity Investments	30,651	(1,774)
Trade and Other Receivables	100,376	(12,122)
Deferred Income	18,663	-
Trade Payables	<u>(5,361)</u>	<u>3,278</u>
Net Cash Generated by Operating Activities	<u>226,055</u>	<u>47,387</u>
 Cash Flows from Investing Activities		
Purchase of Assets	-	-
Other Cash Used in Investing Activities	<u>-</u>	<u>(72,335)</u>
Net Cash Used in Investing Activities	<u>-</u>	<u>(72,335)</u>
 Net Increase/Decrease in Cash and Cash Equivalents	226,055	(24,948)
Cash and Cash Equivalents Beginning of Year	<u>94,883</u>	<u>119,831</u>
Cash and Cash Equivalents End of Year	<u>320,938</u>	<u>94,883</u>

Cash Flow Distribution



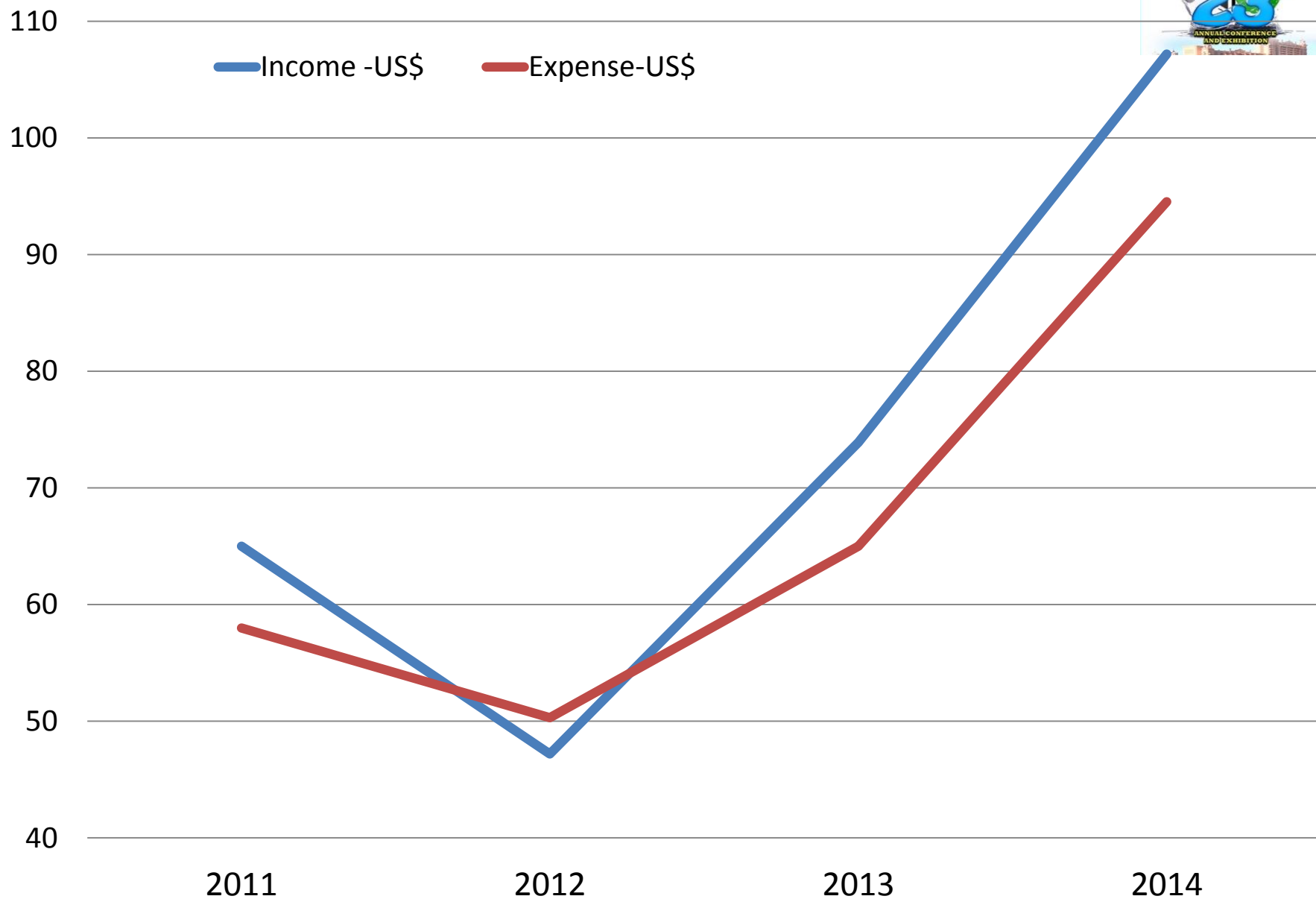
Projected Income July 2014 to June 2015

		Budgeted US\$
A	NEW MEMBERS	
	Members:- Individual members	600.0
	Corporate Members:- Manufacturers & Suppliers	1400.0
B	ANNUAL MEMBERSHIP DUES	
	Individual members	2800.0
	Corporate Members	
	(a) Suppliers of equipment & services	7000.0
	(b) Water Utility Companies	
	- Group A: (3)	5250.0
	- Group B:(7)	4375.0
	- Group C: (4)	870.0
1	TOTAL DUES	22295.0
2	CONFERENCE PROCEEDS	50000.0
3	PROCEEDS FROM TRAINING AND WORKSHOPS	30000.0
4	REINBURSTMENT OF SEED MONEY	20000.0
5	OTHER INCOME, (SPONSORSHIP)	30000.0
	INCOME	152295.0

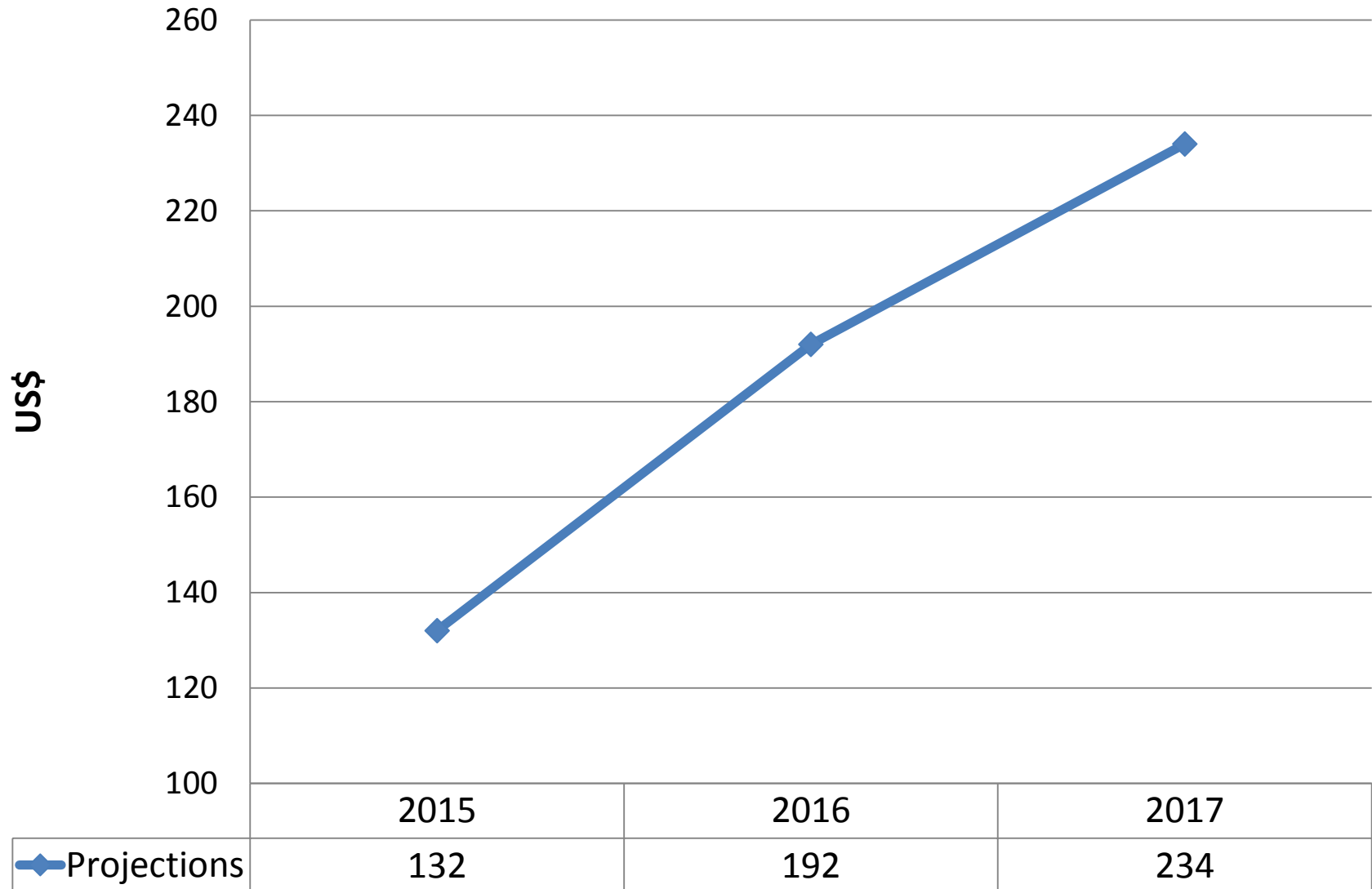
PROJECTED EXPENDITURE JULY 1ST 2014 - JUNE 30TH 2015

		Budgeted US\$
1	Selling, General & Admin	106300
	Conference Administrative Expenses	15000
	Executive Meetings	5000
	Workshop Training	27000
	Office Expenses	4500
	Accounting Services	1200
	Staff Salaries	33600
	Executive Director	20000
2	Depreciation & Interest	1200
3	Other Expenses	44200
	National Section Support	2000
	Subscriptions & Fees: AIDIS, AWWA	3700
	Collaboration and Institutional Building	11000
	Communication & Member Services	2500
	Conference Seed Money	25000
	TOTAL EXPENSES	151700

Income & Expense 2011 -2014



Budget Projections re: Strategic Plan - US\$





2014 – 2015 Work Plan

2014 – 2015 Objectives



Institutional Strengthening	Sector Advocacy and Leadership	Enhanced Membership Engagement and Development
Recruit an Executive Director and enhance the operations of the Secretariat	Finalise MOU with CaribDA and other collaborators to improve offering to membership	Promote additional training and technical workshops for membership/National Sections in collaboration with AWWA, CAWASA and other partners
Continue revision of Constitution and Regulation	Initiate discussions with CARICOM re: HLS	Continue to enhance communication and knowledge sharing platforms for members
Increase membership through improved engagement with National Sections	Facilitate Water Operator Partnerships in cooperation with CAWASA	

2015 Conference



24 – 28 August 2015: Miami, USA



Future Conferences

Future Conferences

Proposed Future
Host Countries:

- Trinidad
- Guyana
- St Lucia



THANK YOU



*The Executive of the CWWA would like to thank
the membership for its
cooperation and contributions
in the last year
and allowing us the opportunity to serve.*

***Eng. Lennox O'Reilly Lewis
President***