

**INKERMAN LANDFILL
COMMUNITY REFERENCE GROUP (ILCRG)**

Thursday 20th September 2018

Meeting Room, Prime Rd, Inkerman 6:00 pm for 6:30 pm start

TIME	SESSION REQUIREMENTS	Roles/Responsibilities
6:00 - 6:30 pm	Registration Tea, coffee, food	Cleanaway staff and Facilitator
6.30 pm	Open session and do the official welcome	Facilitator - Barbara
6:35pm	Introductions <ul style="list-style-type: none"> • Clarify the purpose for the meeting • Format for the meeting • Housekeeping • Meeting guidelines • Connecting with one another 	Facilitator - Barbara
6:45 pm	Presentation Cleanaway Management to introduce staff and roles; and provide an overview of operations and standard practices at Inkerman landfill site EPA Reps to introduce themselves & their roles Council Reps to introduce themselves & their roles	Garry Geuenich EPA Council
6:55 pm	Terms of Reference <ul style="list-style-type: none"> • Gain agreement on the Terms of Reference 	Facilitator and group members
7:05 pm	Communications <ul style="list-style-type: none"> • Establish lines of communication between Cleanaway and the group; and • Between the group and the communities they represent 	Facilitator and group members
7:15 pm	Standard Agenda Items Establish standard agenda items for each meeting including: <ul style="list-style-type: none"> • Operational Updates (include update at this meeting on Alternative litter net trial; and Inkerman Landfill height increase. • Compliance Management, Remediation Practices, Environmental Compliance (other). • Frequency of meetings and • Set dates for meetings over the next 12 months 	Facilitator and group members
7:40 pm	Site Tour: <ul style="list-style-type: none"> • Set date and time for site tour for group members 	Facilitator, Garry and group members
8:00 pm	Close	Facilitator