

**GUILDFORD MATERIALS RECOVERY FACILITY REDEVELOPMENT
COMMUNITY REFERENCE GROUP (CRG)****MEETING MINUTES**

Thursday 11 June 2020 4:30 pm to 5.30 pm

Venue: Zoom video conference

ATTENDEES AND DISTRIBUTION	
PRESENT	
John Mulholland	Cleanaway, Regional Manager WA
Les Egerton	Cleanaway, Environmental Business Partner
Ian Hocking	Cleanaway, Project Manager
Sang Chi	Cleanaway, Manager of Business Recycling
Cassie Rowe	State Member of Parliament, Member for Belmont
Vera Waldby	City of Swan, Place Manager and Stakeholder Relations
Barbara Dundas	Guildford Association, President
Robert Watson	South Guildford Community Association, Secretary
Lenda Oshalem	Newgate Communications
Shona Gallacher	Newgate Research – Independent Facilitator
APOLOGIES	
	Nil.

Item	Description	Action
1	<p>INTRODUCTIONS/ATTENDEES/APOLOGIES</p> <p>Lenda Oshalem introduced the Cleanaway representatives and new members and thanked them for their continued and new involvement in the Community Reference Group (CRG).</p> <p>1.1 Lenda Oshalem advised that Craig Janes of WesTrac had been invited to attend the CRG, however due to potential legal action between Cleanaway and WesTrac both parties had agreed it would be appropriate to invite an alternative commercial member to the CRG until legal matters are resolved.</p>	
2	<p>UPDATE AND INTRODUCTION OF ADDITIONAL CRG MEMBERS</p> <p>2.1 Introduction of new members - The following new members have joined the CRG:</p> <ul style="list-style-type: none"> • Barbara Dundas, President of the Guildford Association. • Robert Watson, Secretary of the South Guildford Community Association. <p>2.2 Suggestions for commercial member- Lenda Oshalem invited suggestions for an alternative commercial neighbour to the CRG.</p> <p>Barbara Dundas suggested a representative from the YMCA Yappara House Early Learning Centre, located in close proximity to the site may be interested in having a representative on the CRG.</p> <p>Lenda Oshalem confirmed:</p> <ul style="list-style-type: none"> • The Town of Bassendean declined participating in the CRG but requested to be kept informed via the publication of agendas and minutes on the Cleanaway website. • The Department of Biodiversity, Conservation and Attraction (DBCA) and the Department of Water and Environmental Regulation (DWER) also declined participating in the CRG. Given their current involvement assisting Cleanaway with the setting up of regulations, approvals and licencing both parties committed to keeping updated on CRG activities via the Cleanaway website publications. 	<p>ACTION</p> <p>Lenda Oshalem to discuss potential commercial neighbour members further with Cleanaway representatives.</p>

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3	PREVIOUS MEETING MINUTES APPROVED	
3.1	Shona Gallacher confirmed that all action points from the previous minutes had been completed and with no changes to the meeting notes raised by the CRG, the meeting notes of Thursday 9 th April 2020 were approved.	ACTION Lenda Oshalem will action the notes being published on the Cleanaway website.
4	DEVELOPMENT APPLICATION UPDATE	
4.1	Current status - Ilan Hocking provided an update on the Development Application (DA) process and confirmed the DA was submitted and had undergone its advertising period. A number of community submissions were received by the City of Swan. These submissions were issued to Cleanaway and the local Town Planner with the responses sent back by w/c 1 st June 2020.	
4.2	Overview of community submissions - Ilan Hocking provided detail on the types of issues identified in the community submissions, these included: <ul style="list-style-type: none"> ● Potential increase of traffic flow to and from the site. ● Fire management strategies. ● Fire mitigation strategies. ● Proximity of the facility to residential areas. ● Management of odour. ● Vermin and pest control. ● Environmental reporting. 	
4.3	Update on safety and fire mitigation - Ilan Hocking detailed the work that has been developed in consultation with the Department of Fire and Emergency Services (DFES), Fire Engineers and Cleanaway Operations. Ilan Hocking advised this consultation process has also referenced work from the NSW Fire Services and the Victorian Environment Protection Authority (EPA) on current methods being adopted at a national level to manage potential fire incidents in waste facilities. These methods were detailed as including: <ol style="list-style-type: none"> 1. The Victorian EPA has addressed waste facilities from the viewpoint of safe storage of product, including raw and finished baled material. 2. The NSW Fire Service has addressed how you can control, extinguish and suppress a fire in the quickest possible manner within waste facilities. 	

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4.4	<p>Bunker design-</p> <p>Ian Hocking advised the Cleanaway facility has been designed for the finished product to be stored in bunkers, with a maximum storage limit of 1,000 cubic metres, with a maximum height of 4 bales high within the bunker itself. The bunkers are of concrete construction and have been designed with a roof height of 6 metres. Each of the bunker ceilings contain smoke detection and a high hazard sprinkler system. A water monitor is also located at the bunker to ensure a potential fire can be extinguished.</p>	
4.5	<p>Bunker dimension -</p> <p>Barbara Dundas asked for further clarification on the dimensions of the bunkers:</p> <p>Ian Hocking confirmed the bunkers were 25 metres long, 10 metres wide and stored to 4 bales high, estimated at approximately 4 - 4.5 metres high. The bunker ceiling is set at 6 metres to ensure there the distance required for high hazard sprinkler activation is met.</p>	
4.6	<p>Fire prone industry -</p> <p>Barbara Dundas asked for comment on the suggestion that the waste industry is a fire prone and hazardous industry:</p> <p>John Mulholland provided feedback that this sentiment was recognised at a national level across the waste industry due to the wrong products being found within different waste streams with the volume of waste limiting the ability to detect these products. It was recognised that as a result of poor recycling by the general public, lithium batteries or other flammables may be within pallets and may not be picked up by the available equipment if embedded low down in the waste. This was considered to be a recognised risk and a national waste problem experienced at all waste facilities.</p> <p>John Mulholland explained that Cleanaway collaborates at a national level with other waste facilities in the industry to try to develop ways to help educate the public on how to appropriately dispose of waste and what should go into each waste stream.</p>	
4.7	<p>Traffic movement -</p> <p>In response to community concern over the amount of traffic to and from the site, Ian Hocking advised the DA outlined there would be a negligible difference to the previous site - if not less.</p>	

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4.8	<p>Licence Amendment - Ian Hocking confirmed the Licence Amendment for the facility site had been submitted to DWER and was currently under the review of DWER's standard assessment process. It was confirmed that the Licence Amendment was required for construction of the facility to commence.</p>	
4.9	<p>Improvement to safeguards - Robert Watson asked for clarification on how the new fire mitigation safeguards will provide improvement on what existed previously:</p> <p>Ian Hocking outlined the following differences and improvements:</p> <ol style="list-style-type: none"> 1. The requirements from the Victorian EPA guidelines dictate that when products are tipped on to the floor, the size of stockpiles are limited. There also needs to be a defined space between each stockpile to minimize spread in these areas if there is an incident. The inwards goods tipping area process have been adjusted to reflect this. The goods are now initially tipped on to the floor to allow sorters to identify any products that are within incorrect waste streams. 2. The sprinklers are now different in the sorting areas. They have been upgraded to high hazard sprinklers. The previous sprinklers were an OH3 sprinkler. The key difference is the OH3 sprinkler system only required 170,000 litres of water storage. The upgrade to a high hazard sprinkler requires the facility to have a storage capacity of 780,000 litres of water on site. 3. Water retention systems on site have therefore been redesigned to ensure adequate capture of all fire, drainage and storm water. 4. A fire wall with two doors will be installed between the processed and finished goods. In the event of an incident, the doors will be shut to isolate and to ensure there is no spread of fire between the processed and finished goods areas. This was not included in the previous design. 5. The bunkers are now limited to 1,000 cubic metres with separated commodity types, such as paper and aluminium. The waste is not stored in the finished good areas. It is separated and transported off site. 6. There is now a VESDA System design within the ceiling of each bunker. This is an early suppression system to detect smoke and set of the alarm. This 	

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	<p>is to mitigate the risk of a fire starting at the bottom of the pile and going undetected. The VESDA System ensures smoke is detected without the need for thermal imaging. This was not included in the previous design.</p> <p>7. The previous system did not have the commodity segregation, bunker ceilings and the sprinklers were previously at a height of around 9 metres. The new system now allows all sprinkler water to be targeted into one bunker from a height of 6 metres. This was not included in the previous design.</p>	
<p>5</p> <p>5.1</p> <p>5.2</p>	<p>RESPONDING TO COMMUNITY FEEDBACK</p> <p>Cassie Rowe confirmed that Ian Hocking had addressed any queries she had within his DA update.</p> <p>Clarification of zone definition - Barbara Dundas asked for further comment on the definition of zones for the site. Barbara intimated the City of Swan zoning licence definitions of the waste facility site as being under the zones of transport and general industry. Barbara Dundas expressed concern that there had been an error in trying to fit a 'hazardous waste' fire prone industry into an area defined as transport and general industry. Barbara Dundas expressed community concern that a \$20 million state of the art facility had potentially poisoned the locality and interrupted people's ability to work in the area.</p> <p>John Mulholland addressed the zoning concerns by providing clarification that the waste facility is not targeting or sorting goods that are hazardous in nature. Whilst there are detailed guidelines on how to deal with batteries and other products, the waste facility does not target these products and instead has guidelines in place to ensure they are handled appropriately. John Mulholland advised the waste facility is targeting an inert waste stream that does not fit within the hazardous description for zoning licence definitions.</p> <p>Consideration of site relocation - Barbara Dundas asked if there was a possibility Cleanaway would consider building the site elsewhere with a larger buffer zone between the site and the local community:</p>	

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5.3	<p>John Mulholland expressed Cleanaway's commitment to rebuilding on the current site whilst ensuring that all necessary steps were taken to avoid another incident occurring. It was confirmed that no alternative locations were being considered at this time. The objective is to create a state-of-the-art waste facility.</p> <p>Fire risk assessment - Barbara Dundas expressed a community wide concern there had been 5 fires in 4 months. Barbara Dundas asked for comment regarding the local community being disadvantaged by the incidents that had occurred at the facility. Barbara Dundas also asked for comment on the DWER assessment of the facility as being a 'low fire risk':</p> <p>John Mulholland conveyed that DWER had approached the Victorian EPA and NSW Fire Services guidelines to ensure the WA Guidelines aligned with the rest of the country. John Mulholland suggested that updated fire controls and guidelines had brought WA in line with the rest of the country and had significantly improved the controls for the new build.</p>	
5.4	<p>Available tools for employees - Robert Watson commented there was some concern around how Cleanaway staff were equipped and were able to respond to the fire and also about how the community was informed about the incident. Robert Watson asked how these perceived shortcomings could be mitigated if there was a future incident:</p> <p>Ian Hocking explained that the previous building was built to the 'code of the day'. Ian Hocking confirmed the collaborative work that has been achieved between interested parties has in fact led to a series of lessons learned. This process has ensured the tools available to staff within the facility have been updated, with specific mention given to the instalment of new water monitors and smoke detector device trials.</p> <p>Ian Hocking cited additional tools for staff as including hoses, the amount of water available, increased access and pathways.</p> <p>Ian Hocking also noted the importance of ensuring the future safety of Fire Service employees.</p> <p>John Mulholland explained there is a Fire Management Plan that outlines how the fire should be dealt with when it occurs. The Plan was confirmed as outlining clear</p>	

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5.5	<p>boundaries regarding how fires on site are dealt with according to their size.</p> <p>It was widely recognised that fire incidents do occur around Australia within waste facilities on a regular basis. John Mulholland explained that all operators are trained to understand what process should be adopted depending on the size of the fire.</p> <p>Engagement with statutory groups - Robert Watson commented on the collaboration interface between the statutory bodies, other groups and Cleanaway regarding the rebuild of the site. Robert Watson asked whether part of that collaboration had included how best these statutory groups and other bodies could do their job around the new facility:</p> <p>John Mulholland explained that a key learning insight from the previous incidents was a need to improve engagement with statutory bodies and fire departments. The Fire Plan was reviewed with the aim of trying to establish and address any gaps and improve future engagement.</p>	
5.6	<p>Environmental input - Robert Watson asked for confirmation that those at a state level with any input or concern regarding hazardous materials were also engaged in the 'lessons learned' process:</p> <p>Les Egerton confirmed the involvement with:</p> <ul style="list-style-type: none"> • DFES, Manager of State Hazard Operations. • DBCA, regularly involved in the regulation of discharge into the Swan River. • Storm water and fire water design and capture is a higher magnitude than previously and will be assessed further as part of the DWER assessment process. 	
5.7	<p>Community response plan - Barbara Dundas commented that after a review of the New Development Plan there was a perception it lacked information and guidance for the potential receptors in the local area. The question was raised as to whose responsibility it is to ensure there is an effective emergency response plan in place for the local community. This concern was also felt by Robert Watson:</p> <p>Cassie Rowe confirmed previous issues raised by Barbara Dundas directly with the Minister in relation to this matter</p>	

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5.8	<p>were being looked into and a meeting would be arranged to discuss these concerns separately.</p> <p>Waste storage - Barbara Dundas asked whether there would be any risk of a situation whereby the facility may be asked to store beyond capacity. Barbara Dundas expressed concern the previous DWER license appeared not to have site capacity detailed.</p> <p>John Mulholland confirmed there is no risk of storing beyond capacity at the site as all future storage would have to comply with the new and improved guidelines allowing a stockpile size of up to 1,000 cubic metres.</p>	
6	<p>OTHER BUSINESS</p> <p>6.1 Option of submitting questions - Barbara Dundas asked if it would be possible to have the option of submitting questions before the next meeting:</p> <p>Lenda Oshalem advised the next meeting would be scheduled earlier than originally planned to allow response to questions of concern and to allow introduction of an additional commercial neighbour to the CRG.</p> <p>6.2 Bassendean representative - Barbara Dundas suggested Gregory Peterson as an additional member to the CRG, previous Mayor of Bassendean.</p> <p>No other business raised.</p>	<p>ACTION Lenda Oshalem will approach Gregory Peterson to discuss his interest in being part of the CRG.</p>
7	<p>NEXT MEETING</p> <p>7.1 Date of next meeting - Lenda Oshalem proposed the next meeting be held on Thursday 23rd or 30th of July 2020. The CRG agreed to check their availability.</p>	<p>ACTION Shona Gallacher will check which date suits the majority of members and schedule the next meeting accordingly</p>
8	<p>FUTURE MEETING DATES</p> <p>8.1 Frequency of future meetings - Lenda Oshalem suggested creating a scheduled calendar of meetings to be approved at a following meeting.</p>	<p>ACTION Shona Gallacher will create a schedule of future meetings for consideration.</p>