

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

Thursday 23 July 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
Gregory Peterson	Former Mayor of the Town of Bassendean
Lenda Oshalem	Newgate Communications
Cale Black	Newgate Communications
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 involvement in the Community Reference Group (CRG).</p> <p>1.1 Initial Member Introductions – The following new members have joined the CRG:</p> <ul style="list-style-type: none"> • Gregory Peterson – Former Mayor of the Town of Bassendean; Member of the Bassendean Preservation Group; Chair, Friends of Bindaring Park. 	
2	<p>CONFIRMATION OF MINUTES</p> <p>2.1 There were no changes to the Thursday 11 June 2020 meeting minutes and minutes were approved.</p>	<p>ACTION</p> <p>Lenda Oshalem to arrange June meeting minutes to be published on the Cleanaway website.</p>
3	<p>DEVELOPMENT APPLICATION UPDATE</p> <p>3.1 Current Status: Ilan Hocking provided an update on the Development Application (DA) process and confirmed it is on the agenda for the next City of Swan council meeting on the 29th July 2020, with the application potentially being referred to the Joint Development Assessment Panel (JDAP) by the Council. It is understood that input on the DA has been received from the Department of Water and Environmental Regulation (DWER), the Department of Fire and Emergency Services (DFES) and the Department of Health (DoH).</p> <p>3.2 Cassie Rowe asked if the reports were generally in favour of Cleanaway’s application. Ilan Hocking advised that he has not been provided that information as it has been received by the City of Swan.</p> <p>3.3 Cassie Rowe asked if the agenda forum held by the City of Swan on Wednesday 22 July 2020 was a closed forum. Ilan Hocking clarified that it was an open forum for the public. Robert Watson asked if invitations were provided for this meeting. Lenda Oshalem clarified that the session that took place was a City of Swan agenda forum for the council meeting to be held on Wednesday 29 July 2020.</p>	

Item	Description	Action
3.4	Cassie Rowe stated that a number of South Guildford locals have contacted her office with their concerns regarding the DA.	
3.5	<p>Barbara Dundas sought clarification on the 360 report and whether a City of Swan officer had given verbal approval or indication of approval for development of the site. Les Egerton clarified that a senior officer at the City of Swan indicated that a building permit (BP) could be sought or issued prior to a DA determination in line with the Emergency Management Act provisions, and that no approval has been issued or conversation with a City of Swan officer regarding forward works approval has taken place.</p> <p>Barbara Dundas asked if the 360 report requires clarification as a result. Les Egerton responded that it did not.</p>	
3.6	<p>Les Egerton described the differences between licence amendment, DA and BP processes for each, and which authorities are responsible for issuing such approvals. Greg Peterson asked for clarification which approvals were under the auspice of the City of Swan. Les Egerton clarified that the DA and BP are approved by the City of Swan.</p>	
4	QUESTIONS FROM CRG MEMBERS	
4.1	<p>Storage and handling of batteries and waste oil – Barbara Dundas queried the quantity of the following waste products present on site during the 5th November 2019 fire, and if any of the waste products ignited:</p> <ul style="list-style-type: none"> • Batteries; • Waste oil; <p>John Mulholland replied that these waste products are handled through the regular waste stream and are not part of the comingled products that are segregated and bailed, and therefore need a location to store them before being taken away.</p> <p>John Mulholland explained that waste oil is stored in intermediate bulk containers (IBCs). The site is licenced for 300,000 litres of waste oil per annum to be stored. Once an IBC has reached capacity, a work order is made for it to be taken off site. Batteries are stored in a purpose-built pallet and are extracted off-site by a third-party contractor as soon as a pallet has reached capacity. John Mulholland emphasised that these waste products have not been stored anywhere near ignition sources in any of the previous fires on the site.</p>	

Item	Description	Action
4.2	<p>John Mulholland said that approximately one and a half IBCs of waste oil and three-quarters of a pallet of batteries were on site at the time, and that they did not ignite as these waste products are segregated and isolated from the tip floor.</p> <p>Battery type – Gregory Peterson queried the type of batteries described by John Mulholland. John Mulholland said predominately car batteries, but the site also extracts consumer-grade lithium batteries into a segregated area.</p>	
4.3	<p>Diesel storage – Barbara Dundas asked a question regarding the quantity of diesel stored on site, and if it was ignited during the November 2019 fire. Sang Chi said that a free-standing, self-contained above-ground tank with a 69,000-litre capacity. He was uncertain of the amount of diesel present in the tank at the time of the fire but said that the tank did not ignite. John Mulholland clarified the tank is approximately 30 metres away from any part of a building on the site.</p>	
4.4	<p>Contaminants on site – Barbara Dundas asked how contaminants such as per- and poly-fluoroalkyl substances (PFAS) or hydrocarbons, that could potentially be present on the site, would be contained, and also asked what would happen if the site were to be declared a contaminated site, and how the community will be advised on precautions to be taken. Les Egerton stated that an assessment of the site is underway between Cleanaway and DWER and that such contaminated sites are managed under the Contaminated Sites Act. Les Egerton replied that prior to Cleanaway using the site, it was used for heavy industry purposes. It would be unclear given the site's history to determine the source of the contamination. Les Egerton emphasised that Cleanaway has operated the site with a high degree of management and in line with their regulatory licence. Operations are audited by DWER on a regular basis. Since the fire, Cleanaway has made efforts to remove contaminated water from the site and has installed physical barriers and monitor the groundwater and the service water drains. John Mulholland clarified that regular audits conducted by DWER take place without notice to Cleanaway.</p>	

Item	Description	Action
4.5	<p>Drain runoff –</p> <p>Barbara Dundas asked how water runoff containing substances like mercury, lead and nickel may have discharged into the Swan River during the fires, and the origin of these substances.</p> <p>Les Egerton replied that the site surface water was not able to contain the additional water volume from firefighting efforts and overflowed into a stormwater drain, with some ending up in the Swan River. The origin of the substances was unclear as the site has been used for heavy industrial purposes for many years.</p> <p>Barbara Dundas also queried PFAS being found on site and asked for confirmation that foam used by firefighters did not contain PFAS.</p> <p>Les Egerton confirmed that no foam containing PFAS was used in the firefighting efforts.</p>	
4.6	<p>Dust control –</p> <p>Barbara Dundas asked what dust control measures have taken place on site during the redevelopment.</p> <p>Les Egerton responded that wetting down has been completed by a third-party professional contractor, and dust monitors have been installed prior to and during demolition. No complaints in relation to dust have been received by Cleanaway since installation of monitors.</p>	
4.7	<p>Waste licence –</p> <p>Barbara Dundas asked why the facility will have a licence for 300 tonnes of waste oil for a solid waste facility.</p> <p>John Mulholland answered that it is due to the extraction of contaminated oil that comes through the facility for recycling and disposal.</p>	
4.8	<p>Waste oil –</p> <p>Barbara Dundas asked what the nature of the waste oil is.</p> <p>John Mulholland said that it is assumed to be engine oil but the source cannot be determined. It has low combustibility but can burn in a fire. The waste oil is stored approximately 20 metres away from a stockpile and segregated with concrete walls.</p> <p>John Mulholland confirmed that none of the waste oil burned in the November 2019 fire.</p>	
4.9	<p>Water storage –</p> <p>Barbara Dundas asked how Cleanaway will plan to store and pump water on site, and how it will manage the runoff.</p> <p>Ian Hocking replied that the new site will have 780,000 litres of fire water stored on site, designed for firefighting equipment connection. The fire plan being developed will</p>	

Item	Description	Action
4.10	<p>contain approximately one million litres of water on-site. Water flow exceeding this amount is directed to a controlled area to ensure it does not leave the site in an uncontrolled manner. The system is intended to extinguish fires within two hours, and no more than four hours to DFES requirements; water use should not exceed one million litres within these timeframes.</p> <p>Fire scenario – Barbara Dundas asked if Cleanaway are planning for worst case scenario fires, or small-scale fires. John Mulholland responded that Cleanaway are planning for a worst-case scenario fire with the design of the new facility.</p>	
4.11	<p>Emergency services protocols – Robert Watson said that Cleanaway have previously stated the differences between the previous development and the proposed development in terms of fire mitigation and protocols or processes in the case of future fires and asked if this information was presented simply somewhere which could be shared with the community. Ian Hocking responded that he is happy to share a simple table with this information with the CRG. John Mulholland also said that a national fire engineer has been appointed by Cleanaway, and that documents have been put in place that details the processes during fire events, which have been reviewed by DFES. The local Guildford facility document will be developed once the building is near completion, and that the facility will not be operational without that document being developed.</p>	<p>ACTION Lenda Oshalem will arrange to share the table of development differences with the CRG and will make reference to this answer on the website with the relevant public information linked.</p>
4.12	<p>Approach with fires – Gregory Peterson asked if the approach taken in the design of the new facility is that fires will be inevitable, and that they will be identified and extinguished quickly. John Mulholland confirmed that this was the case in the design of the new facility.</p>	
4.13	<p>Community update – Barbara Dundas asked at which stage will the community be advised on the progress of the facility and approvals. Vera Waldby said that updates to the community should be done in collaboration with Cleanaway and the City’s PR and Marketing department. Barbara Dundas stressed the importance of community updates and asked if the City of Swan could contact community groups to advise them on progress of the facility.</p>	<p>ACTION Lenda Oshalem will follow up with Cleanaway on the prospect of a project update for the community and via City of Swan channels.</p>

Item	Description	Action
4.14	<p>Vera Waldby said the City of Swan conducts community consultation on DAs before the City at the appropriate points. Outside of the established process, the City of Swan provides updates to those who have made submissions to a DA during the community consultation process on meeting agenda items.</p> <p>Barbara Dundas made a comment that the Guildford Association was not consulted after submitting feedback on the DA for the Cleanaway site, despite being consulted in the past on other DAs.</p> <p>DWER communication process –</p> <p>Barbara Dundas expressed concern regarding the communication process from DWER regarding contaminants being found in drains and rivers after the November 2019 fire and the use of water by local residents, however recognised that this is not a Cleanaway issue unless the contamination derived from the Cleanaway site.</p> <p>Lenda Oshalem clarified that contaminated sites are managed by DWER under legislation.</p> <p>Robert Watson said that Cleanaway should not be responsible for contamination for all sites in the area, and that water issue concerns from residents should go wider than Cleanaway.</p>	<p>ACTION</p> <p>Vera Waldby will inquire with the City of Swan Planning Department regarding feedback given by the Guildford Association.</p> <p>ACTION</p> <p>Cleanaway will engage with DWER regarding the process for notifying residents on contaminated sites and provide this information to the CRG via email.</p>
5	<p>OTHER BUSINESS</p> <p>No other business raised.</p>	
6	<p>PROPOSED FUTURE MEETING DATES</p> <p>6.1 Date of next meeting -</p> <p>Lenda Oshalem proposed the next meeting dates:</p> <ul style="list-style-type: none"> ● 4:30pm, 3 September 2020 ● 4:30pm, 5 November 2020 <p>Vera Waldby asked if it were possible to change the commencement time to 4:00pm. The CRG group accepted this change, with the amended meeting dates and times as follows:</p> <ul style="list-style-type: none"> ● 4:00pm, 3 September 2020 ● 4:00pm, 5 November 2020 <p>6.2 Robert Watson expressed concern regarding the time between meetings.</p>	<p>ACTION</p> <p>Lenda Oshalem will organise the next meetings of the CRG for:</p> <ul style="list-style-type: none"> ● 4:00pm, 3 September 2020 ● 4:00pm, 5 November 2020

Item	Description	Action
	Lenda Oshalem invited members to request an ad hoc meeting of the CRG should there be issues that need to be addressed.	