

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

**MEETING MINUTES**

Thursday 21 January 2021 4:00 pm to 5:00 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
Mark Spendlove	City of Swan, Manager of Place Management, Stakeholder Relations
Barbara Dundas	Guildford Association, President
Lenda Oshalem	Facilitator
Cale Black	Newgate Communications
APOLOGIES	
Cassie Rowe	State Member of Parliament, Member for Belmont
Robert Watson	South Guildford Community Association, Secretary
Gregory Peterson	Member of the Bassendean Preservation Group; Friends of Bindaring Park

Item	Description	Action
1	<p><b>INTRODUCTIONS/ATTENDEES/APOLOGIES</b></p> <p>1.1 Lenda Oshalem introduced the Cleanaway representatives and members and thanked them for their continued involvement in the Community Reference Group (CRG).</p> <p>1.2 Lenda Oshalem introduced Mark Spendlove, Place Manager and Stakeholder Relations at the City of Swan. Mark Spendlove has replaced Vera Waldby as the City of Swan representative on the CRG.</p> <p>1.3 Apologies were received for Cassie Rowe, Robert Watson, and Gregory Peterson for this meeting of the CRG.</p>	
2	<p><b>CONFIRMATION OF MINUTES AND REPORT ON ACTIONS</b></p> <p>2.1 Lenda Oshalem confirmed that all action points from the previous minutes had been completed or are in progress. The meeting notes of Thursday 5 November 2020 were approved with minor adjustments received from Ian Hocking.</p>	<p><b>ACTION</b> Lenda Oshalem will action the notes being published on the Cleanaway website.</p>
3	<p><b>DEVELOPMENT PROCESS UPDATE</b></p> <p>3.1 Current Status: Ian Hocking said that practical completion has been issued from the builder, with any defects now being worked through. Other ongoing works are being completed on the site, including a solar array. Cleanaway expects to receive an occupancy certificate for the front office by the end of January, which is currently being used as a tradespeople office, allowing Cleanaway to commence using the office for administrative duties. Permits and approvals are expected to be completed and in place to commence bringing waste into the site week of 15 March 2021.</p> <p>3.2 Barbara Dundas said that she appealed against the amended licence on the grounds of emissions and concerns about the safety of the community. She asked what the difference was between the environmental, operational and industrial licence, and asked which of these she has appealed against. Les Egerton clarified that there is only one licence which includes environmental, operational and industrial approvals, and confirmed that Barbara Dundas has appealed against the licences.</p> <p>3.3 Barbara Dundas mentioned that she has received no feedback from the appeals office, and asked Cleanaway if they had any feedback or response.</p>	

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3.4          3.5	<p>Les Egerton responded that Cleanaway were still awaiting the outcome from the Minister's decision.</p> <p>Barbara Dundas said that the community has been given no time to appeal against the licences, considering that waste is to begin being accepted from the week of 15 March 2021.</p> <p>John Mulholland noted that Cleanaway has dedicated educational resources working with local councils and industries on correct waste streams for recycling.</p> <p>Barbara Dundas asked for clarification on the licence appeals process.</p> <p>Les Egerton said that the amended licence is the one to be issued and that Barbara has appealed against the conditions of the amended licence. The original licence has been issued and still stands, and Cleanaway will operate to the original licence until such decision has been made by the Minister as a result of the appeals process.</p>	
4   4.1      4.2	<p><b>QUESTIONS FROM CRG MEMBERS</b></p> <p>Appeal process –</p> <p>Mark Spendlove asked if the operations at the site continue during the licence appeal process.</p> <p>Les Egerton confirmed that operations at the site continues during the licence appeal process.</p> <p>DFES and DWER participation in CRG –</p> <p>Lenda Oshalem said that DFES and DWER's participation in the CRG as a request from CRG members has not been currently possible, with DFES undertaking a busy summer season and DWER deeming it inappropriate to attend due to the licence amendment appeal.</p>	<p><b>ACTION</b></p> <p>The CRG will carry over the action items for requested participation from DFES and DWER for future CRG meetings.</p>
5  5.1	<p><b>OTHER BUSINESS</b></p> <p>No other business items.</p>	
6  6.1      6.2	<p><b>PROPOSED FUTURE MEETING DATES</b></p> <p>Date of next meeting -</p> <p>Lenda Oshalem proposed the next meeting date:</p> <ul style="list-style-type: none"> <li>• 4:00pm, Thursday 25 March 2021</li> </ul> <p>Lenda Oshalem proposed this date to allow time for a response from DFES and DWER to the CRG.</p> <p>Mark Spendlove asked if the caretaker period would mean a deferral of the licence decision from government.</p>	

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	<p>Les Egerton responded that they are looking at receiving a decision by the end of January, and if it were not issued before the caretaker period that it will be issued in late March or April after the caretaker period.</p> <p>Barbara Dundas suggested a longer period until the next CRG meeting as a result of the caretaker period.</p>	
6.3	<p>Lenda Oshalem proposed a new date for the next meeting:</p> <ul style="list-style-type: none"> <li>• 4:00pm, Thursday 29 April 2021</li> </ul>	<p><b>ACTION</b></p> <p>Lenda will confirm the next meeting date with members of the CRG via email.</p>
6.4	<p>Barbara Dundas asked if a communications process with government departments was in place in the event of a fire at the facility, whether large or small, and was concerned about the day care facility.</p> <p>Lenda Oshalem clarified that Cleanaway engage operationally with regulators, and the ability of CRG to influence procedures set by government departments was not within the scope of the CRG.</p>	
6.5	<p>Barbara Dundas asked if the City of Swan had any set procedures in place instead.</p> <p>Mark Spendlove responded that it would be something the City of Swan could take up with government regulators, and discussed the potential for more action plans and communication plans coming from the City of Swan.</p>	
6.6	<p>Lenda Oshalem clarified to Mark Spendlove that DWER and other members of the City of Swan were originally invited to participate in the CRG, but were reluctant to take part due to conflicts of interest with approvals.</p>	<p><b>ACTION</b></p> <p>Mark Spendlove to follow up with Barbara Dundas outside of the CRG to discuss this item further.</p>
6.7	<p>Barbara Dundas asked if a tour of the site for community representatives could be arranged, and suggested representatives that could be invited.</p> <p>John Mulholland said that it won't be a problem to arrange and will consider invitees in line with COVID guidelines.</p> <p>Ian Hocking added he would be proud to have representatives on site to see the new site in operation.</p> <p>John Mulholland mentioned that the tour would not occur in the very short term due to the constraints with the commencement of operations, but will consider possible dates for the CRG at the next meeting.</p>	<p><b>ACTION</b></p> <p>Cleanaway to consider the logistics of a community representatives site tour and will report back to the CRG.</p>
6.8	<p>Meeting closed 4:40pm.</p>	