

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

Thursday 24 June 2021, 4:00 pm to 5:00 pm

Venue: Zoom video conference

ATTENDEES AND DISTRIBUTION	
<b>PRESENT</b>	
John Mulholland	Cleanaway, Regional Manager WA
Les Egerton	Cleanaway, Environmental Business Partner
Ian Hocking	Cleanaway, Project Manager
Sang Chi	Cleanaway, Manager of Business Recycling
Barbara Dundas	Guildford Association, President
Superintendent Gary Baxter	Department of Fire and Emergency Services
Lenda Oshalem	Facilitator
Cale Black	Newgate Communications
<b>APOLOGIES</b>	
Cassie Rowe	State Member of Parliament, Member for Belmont
	South Guildford Community Association
Gregory Peterson	Bassendean Preservation Group; Friends of Bindaring Park
Mark Spendlove	City of Swan, Manager of Place Management, Stakeholder Relations

Item	Description	Action
1.0	<b>INTRODUCTIONS/ATTENDEES/APOLOGIES</b>	
1.1	Lenda Oshalem introduced the Cleanaway representatives and members and thanked them for their continued involvement in the Community Reference Group (CRG).	
1.2	Lenda Oshalem introduced Department of Fire and Emergency Services (DFES) Superintendent Gary Baxter as a guest to this CRG meeting and thanked him for his attendance.	
1.3	Apologies were received from Cassie Rowe, Gregory Peterson, and representative of the South Guildford Community Association.	
1.4	The CRG was notified that Robert Watson was no longer Secretary of the South Guildford Community Association. Facilitator was unable to secure attendance of a representative of the association for this meeting.	
2.0	<b>CONFIRMATION OF MINUTES AND REPORT ON ACTIONS</b>	
2.1	The meeting notes of Thursday 21 January 2021 were approved.	<b>ACTION</b> Lenda Oshalem will action the notes being published on the Cleanaway website.
2.2	Lenda Oshalem noted attempts to secure a representative from the Department for Water and Environmental Regulation (DWER) to attend a CRG meeting have been unsuccessful.	
2.3	Barbara Dundas wished to note her disappointment with DWER's decision on not attending the CRG.	
2.4	Lenda Oshalem asked Barbara Dundas if Mark Spendlove had been in contact with her regarding the outstanding action item from previous meeting. Barbara Dundas confirmed that he has not. Lenda Oshalem said that she will follow up with Mark Spendlove to contact Barbara Dundas directly.	<b>ACTION</b> Lenda Oshalem will follow up Mark Spendlove to contact Barbara Dundas.
2.5	Lenda Oshalem discussed the prospect of a site tour with Cleanaway. John Mulholland confirmed a site tour can be arranged for later in the year. Barbara Dundas suggested representatives of community groups attend to keep the numbers small, and in the case of a representative not being able to attend that a delegate should attend. John Mulholland will follow up the CRG at an appropriate time on the site visit.	<b>ACTION</b> John Mulholland will follow up the CRG at an appropriate time to coordinate the site visit.

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3.0	<b>DEVELOPMENT UPDATE</b>	
3.1	<p>Current Status:            John Mulholland provided an update. The facility is currently in wet commissioning, which commenced a few weeks ago, with around another month before closing out operational-related wet commissioning activities. Wet commissioning began with a small amount of product through the facility, which has now ramped up to full council collection. Volume is down 20 to 30 percent from originally forecasted likely due to the implementation of the State Government's Containers for Change scheme.</p>	
3.2	<p>Barbara Dundas asked about collection services from Suez and JJ Richards (trucks), and if they were involved in delivery to the Guildford facility. John Mulholland clarified it is the same council group that was previously being served by the facility which have returned to the new facility, and trucks that Barbara Dundas would have seen are not delivering to the Guildford facility.</p>	
3.3	<p>Barbara Dundas asked if Cleanaway would collect other items to compensate for the drop in volume. John Mulholland replied that Cleanaway would not in the foreseeable future and clarified that Cleanaway is a volume-based business, and that the company does not foresee an increase in the future.</p>	
3.4	<p>Barbara Dundas asked if there were combustibles being collected. John Mulholland said that the same type of materials are being collected at the new facility as before. Barbara noted her concern that the materials are the same as what may have caused previous fires.</p>	
3.5	<p>Barbara Dundas asked where the waste from Cleanaway's Welshpool facility will be sent to. John Mulholland responded that Welshpool was used to bulk up storage, and waste is being sent to various metropolitan landfills. Lenda Oshalem requested questions be kept to Cleanaway's Guildford facility during this meeting.</p>	
3.6	<p>John Mulholland mentioned storage and outlets for finished product in relation to the issue of the government's export ban. Barbara Dundas asked if plastic or other materials were being sent over east. John Mulholland said that Cleanaway have not sent materials over east from Guildford.</p>	
3.7	<p>Barbara Dundas asked what baled materials are being produced. John Mulholland said paper, cardboard, fibre,</p>	

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	various plastic product and aluminium, separated by each material, are baled.	
4.0	<b>DEPARTMENT OF FIRE AND EMERGENCY SERVICES PROCEDURES IN THE EVENT OF A FIRE AT THE FACILITY, INCLUDING PROCESSES AROUND THE COMMUNITY WARNINGS (DFES SUPERINTENDENT GARY BAXTER)</b>	
4.1	Lenda Oshalem introduced Superintendent Gary Baxter to the CRG.	
4.2	Gary Baxter said DFES delivers an operational service delivery model based on operational pre-planning for risk mitigation. This includes what fire trucks and equipment would be required in the case of an incident, as well as hazardous materials present on site.	
4.3	Barbara Dundas asked if equipment was brought in from the Perth Airport during the last fire at the Guildford facility. Gary Baxter said this was the case as per a standing agreement with the Airport to provide assistance for incidents close to the Airport.	
4.4	Barbara Dundas asked if adequate resources would have been available for the Guildford facility fire if the Airport resources were not available for use. Gary Baxter confirmed that the resources would have been available to combat the fire if that were the case.	
4.5	Gary Baxter continued, saying the extent of the fire safety systems at the Guildford facility are more than adequate based on the resources needed by DFES to mitigate situations.	
4.6	Barbara Dundas asked if DFES was satisfied that all the required conditions are met by the site. Gary Baxter said that it was in relation to the specific DFES requirements, such as fire safety and detection.	
4.7	Barbara Dundas asked about aluminium walkways being used in the facility and if there were concerns from a fire safety perspective. Gary Baxter said that he completed a site tour previously of the facility, and gantries are to standard and of no concern from a DFES perspective.	
4.8	Gary Baxter continued, saying DFES are satisfied that an automated early intervention system would be able to contain or quarantine an incident in a pre-determined area before the arrival of additional DFES resources to bolster efforts.	

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4.9	Barbara Dundas asked about water cannons being manually controlled, and the difficulty of accessing water cannons in the event of a fire. Gary Baxter said water cannons are supplementary to requirements from DFES, and that sprinkler systems that are present in the facility are well recognised for their effectiveness. Gary Baxter said that adequately trained Cleanaway employees through incident training or warden system may operate water cannons.	
4.10	Gary Baxter said that with the installation of systems at the new facility, early intervention would be achievable and that DFES is able to monitor the system and provide a rapid response to an incident.	
4.11	Barbara Dundas inquired about communication procedures in the case of the previous fire. Gary Baxter clarified the process of communications through statewide systems implemented by DFES.	
4.12	Barbara Dundas discussed her experience of the last fire and hospital experience. Gary Baxter clarified that DFES would notify the Department of Health, and procedures to notifying hospitals thereafter are for the Department of Health to implement.	
4.13	Gary Baxter discussed the activation of the Telephone Warning System (TWS) during incidents that may be sent to people in an area through an SMS message. Gary Baxter discussed DFES public officers who ensure messages regarding incidents are received by mainstream media.	
4.14	Barbara Dundas inquired about fire water runoff in the event of a fire of a similar scale to the previous facility fire. John Mulholland mentioned the automatic shut off valves that has been previously mentioned in CRG meetings. Barbara Dundas asked about a ministerial decision in relation to the shut off valves. Les Egerton responded that the site did not have automatic shut off valves, which were required to be installed, and which have now been installed.	
4.15	Barbara Dundas asked about smouldering material being moved from a quarantine zone. John Mulholland responded that Cleanaway loader operators handle the movement of material if that were the case, and are not a matter for DFES.	

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5.0	<b>TRUCK ROUTES</b>	
5.1	Barbara Dundas asked about truck routes through the historical centre of Guildford, and if there were alternative routes considered by Cleanaway. John Mulholland said that he has previously spoken to his Collections team on this matter and have directed his routes where feasible towards main highways and roads.	
5.2	Barbara Dundas asked if Cleanaway would consider a public statement on diverting trucks away from the historical centre. John Mulholland said that Cleanaway was not able to and clarified that the nature of the operations of Cleanaway are vastly different to other companies who may use the route.	
6.0	<b>SITE TOUR</b>	
6.1	Lenda Oshalem said the site tour was discussed earlier in the CRG meeting (Item 2.5).	
7.0	<b>OTHER BUSINESS</b>	
7.1	Barbara Dundas asked if an early warning system could be established by Cleanaway for the City of Swan in the case of a fire at the Guildford facility. John Mulholland said that the notification system of an emergency is through DFES.	
7.2	Barbara Dundas asked about the size of the fire that would be notified to DFES. Ian Hocking clarified the detection systems at the facility will be alerted when any smoke is detected. The alert is sent directly to DFES to respond to the alert.	
8.0	<b>WRAP AND THANKS</b>	
8.1	Lenda Oshalem thanked Gary Baxter for his attendance at the CRG meeting.	
8.2	Lenda Oshalem thanked Barbara Dundas and members of the community for taking part in the CRG and for their time.	<b>ACTION</b> Lenda Oshalem will send a summary of the meeting in the week after the meeting date, with a deadline of two weeks for any changes.
8.3	Lenda Oshalem committed to sending a summary of the meeting in the following week of the meeting, with a deadline of two weeks for changes to the notes.	
8.4	Lenda Oshalem undertook to separately get in touch with Mark Spendlove for Barbara Dundas.	<b>ACTION</b>

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8.5	Lenda Oshalem assigned the arrangement of the site tour to John Mulholland and the Cleanaway team.	<i>As per Action Item under Item 2.4</i>
8.6	Barbara Dundas asked if CRG materials will continue to be available online in the future. Lenda Oshalem discussed how materials from other CRGs have been available for years, and does not foresee the removal of this CRG materials from Cleanaway's website.	<b>ACTION</b> <i>As per Action Item under Item 2.5</i>
8.7	Barbara Dundas thanked Cleanaway for the opportunity to participate in the CRG and for the future site visit.  <b>Meeting closed 4:53pm</b>	