



Waste Management Community  
Reference Group

**MINUTES**

**24 November 2009**

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# WASTE MANAGEMENT COMMUNITY REFERENCE GROUP

## MINUTES

24 November 2009

(REF: COMMITTEES-10341)

A meeting of the Waste Management Community Reference Group was held at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, BELMONT WA 6104 on **Tuesday, 24 November 2009**. The meeting commenced at 6.03pm.

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## **1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

The Chairman opened the meeting at 6.03pm.

## **2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED**

### **WMCRG Members**

Mr Peter Pearson	Chairman
Mr Berry Ambrose	Member
Ms Ruth Balding	Member
Mr Malcolm Barker	Member
Mr David Strain	Member
Mr Ray Lewis	Member
Mr Edwin Dell	Member
Mr Mark Simpson	Member

### **WMCRG Apologies**

Ms Dianne Katscherian	Member
Mrs Sally Paulin	Deputy Chairman
Ms Dot Kingston	Member
Mr Anthony Fowler	Member

### **EMRC Officers**

Mr Stephen Fitzpatrick	Manager, Project Development
Ms Gabrielle Grime	Waste Education Coordinator
Ms Delia Richardson	Community Engagement Officer
Ms Pina Martino	Administration Support Officer (Minute Taker)

### **EMRC Apologies**

Mr Peter Schneider	Chief Executive Officer
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### **Consultant(s)**

Ms Gae Synnott	Consultant, Synnott Mulholland
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## **3 DISCLOSURE OF INTERESTS**

Nil

## **4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION**

Nil



## **5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **5.1 MINUTES OF WMCRG MEETING HELD ON 26 OCTOBER 2009**

That the Minutes of the Waste Management Community Reference Group meeting held on 26 October 2009, which have been distributed, be confirmed.

#### **WMCRG RESOLUTION(S)**

MOVED MR DELL

SECONDED MR AMBROSE

THAT THE MINUTES OF THE WASTE MANAGEMENT COMMUNITY REFERENCE GROUP MEETING HELD ON 26 OCTOBER 2009, WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**CARRIED UNANIMOUSLY**

## **6 PRESENTATIONS**

Nil

## **7 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING**

Nil

## **8 REPORTS OF OFFICERS**

Nil

## **9 REPORTS OF RELEVANT RESOURCE RECOVERY COMMITTEE RESOLUTIONS**

Nil

## **10 REPORTS OF MEMBERS**

Nil

## **11 GENERAL BUSINESS**

The Committee considered **Item 11 General Business** later in the meeting following **Item 11.5 Discussion on WMCRG Terms of Reference**.

In Response to a member's question regarding recycling old lounge suites the Manager Project Development advised he would discuss this with EMRC's Manager of Engineering. The Manager Project Development informed members that the development of the new cell at Red Hill is underway and would be completed in early 2010 but would not be operational for a year after that.

The Manager Project Development advised that EMRC would be giving a presentation to the Hills Climate Action Group on 26 November 2009 and invited WMCRG members to attend. The Manager Project Development will email the details to WMCRG members.

The Manager Project Development announced that the Administration Support Officer was leaving the EMRC and thanked her for all the hard work and dedication throughout the year.



### **11.1 FUTURE INVOLVEMENT OF RED HILL COMMUNITY LIAISON GROUP WITH WMCRG**

The Committee considered **Item 11.1 Future Involvement of Red Hill Community Liaison Group with WMCRG** in conjunction with **11.5 Discussion on WMCRG Terms of Reference** later in the meeting following **Item 11.4 Waste Education Update**.

Ms Synnott invited discussion on the future involvement of Red Hill Community Liaison Group with WMCRG and the Terms of Reference and issues discussed at this meeting and the previous WMCRG meeting held on the 26 October 2009 have been summarised and included as the attachment to Item 11.5 Discussion on WMCRG Terms of Reference. Ms Synnott thanked members for their input and advised that due to time constraints further discussion on the WMCRG Terms of Reference would be addressed at the next WMCRG meeting. The Manager Project Development will draft a new version of the Terms of Reference to be considered at the next meeting.

### **11.2 RESOURCE RECOVERY PROJECT UPDATE**

The Manager Project Development provided an update on the Resource Recovery Project and advised members that the EMRC was in the process of attaining more information on the various technology options for the Resource Recovery Facility, so that a final recommendation could be reported to Council in 2010.

The Manager Project Development has noted the concerns raised at various community briefings and has compiled a document addressing those concerns which he will e-mail to WMCRG members when completed.

### **11.3 COMMUNITY ENGAGEMENT UPDATE**

The Community Engagement Officer provided a brief update on upcoming events, activities and briefings.

The Chairman thanked the Community Engagement officer for her presentation.

### **11.4 WASTE EDUCATION UPDATE**

The Waste Education Coordinator provided a brief update on waste education initiatives, including the Earth Carers training program.

### **11.5 DISCUSSION ON WMCRG TERMS OF REFERENCE**

**Item 11.5 Discussion on WMCRG Terms of Reference** was discussed in conjunction with **Item 11.1 Future Involvement of Red Hill Community Liaison Group with WMCRG** earlier in the meeting.

The Chairman formally thanked the Administration Support Officer for her work throughout the year.

Mr Ambrose requested it be minuted that the Committee expressed its thanks to the Administration Officer and the Waste Education Coordinator for their work throughout the year.

**Item 11 General Business** was considered at this point in the meeting.

## **WMCRG DISCUSSION ABOUT ITS ROLE INTO THE FUTURE**

**2<sup>nd</sup> session, November 24 2009**

Aim of the discussion:

- To confirm the framework that we developed at the last meeting
- To clarify which group does what
- To review the WMCRG's Terms of Reference based on the intended role
- To identify what should be in the draft Terms of Reference for the RRF Group.

Broad conclusions from the discussion:

- Group members confirmed the need for two separate groups in the short term – the existing WMCRG and a formalised RRF site-specific group (likely to be at Red Hill).
- In the medium to longer term, group members anticipate that the WMCRG role may be taken up by the RRF Group, reverting to one group again. The WMCRG is therefore moving into a transition phase.
- Each group would operate independently, and would report directly to the EMRC on matters appropriate to its terms of reference. There would be an informal link between the two groups for the purpose of communication.
- There was recognition also that a separate group may be needed when the Resource Recovery Park starts to take shape.

The WMCRG sees itself as a high-level strategic advisory group which will have less need to meet frequently, with the following roles:

- To provide broad input to the EMRC on waste management issues across the board and to support the waste education program;
- To have an advisory role with the RRF Group and input to the CPA because of the WMCRG members' background with the project and their regional perspective;
- To bring a triple bottom line perspective (economic, social and environmental) to discussions on strategic waste management and waste education issues;
- To be the community voice on other recycling and waste minimisation projects such as the proposed Resource Recovery Park;
- To be a sounding board for the EMRC on future waste management and waste education initiatives.

The existing Terms of Reference identify six roles for the group (section 3). The WMCRG sees that roles a), b), c), and f) continue to be relevant.

In contrast, the WMCRG sees the RRF Group as being a hands-on group which will need to meet more frequently, perhaps monthly initially, with the following roles:

- To work with the EMRC during development of the RRF;

- To be heavily involved in the development of the Community Partnership Agreement;
- To be concerned about (*alternative words: to be a conduit for community views on*) operational aspects of the facility both during construction and operation of the facility;
- To represent the community in the review of the monitoring results of the facility;
- To be informed about all aspects of operation including the economics of operation;
- To perform an advocacy role for the facility within the community;
- To provide advice about how to promote and build community knowledge about the facility;
- To perform these roles for total site operations, not just the RRF; and
- (*from October meeting*) To make recommendations to the EMRC about community issues relevant to the project.

Issues to be resolved:

- Is it possible for someone to be a member of both groups?
- Matters for resolution brought forward from the October meeting:
  - The mechanism for contact between both groups.
  - Process for selection of members, possibly using a similar EOI process to the original process used to select WMCRG members; and involvement of local councilors to prod nominations. Important to make the process of selection fair and accessible.
  - If the new RRF Group aims for a balance between local and regional members, what is local? Where to define the boundary?
  - Size of group – possibly 12.
  - Duration of appointment – a maximum of 2 years to ensure regular input of new ideas.

Discussion points about the Red Hill Group (brought forward from the October meeting):

- The current Red Hill Community Liaison Group (RHCLG) is unstructured.
- The group acknowledged Adam Johnson's wish for an informal forum to continue but felt that a formalised and representative group needed to be established.
  - Important to check the DEC/EPA requirements for a site-based community advisory group as part of the site's EMS.
- Both groups (the formal and the informal) could operate side by side.
- The current RHCLG should be consulted in the formulation of the proposed new group to determine:
  - What do they want in terms of input?
  - Do they want to operate as a separate group or interact?
- It should be made clear to the existing group that the opportunity to have significant input requires them to be formalised.



## 12 FUTURE MEETINGS OF THE WMCRG

The next meeting of the Waste Management Community Reference Group will be held on **Monday, 8 February 2010 venue TBA** commencing at 6.00pm.

### Future Meetings 2010

Monday	08 February	at	<b>TBA</b>
Monday	08 March (if required)	at	<b>TBA</b>
Monday	12 April	at	EMRC Administration Office
Monday	10 May (if required)	at	EMRC Administration Office
<b>Tuesday</b>	<b>08 June</b>	<b>at</b>	<b>EMRC Administration Office</b>
Monday	12 July (if required)	at	EMRC Administration Office
Monday	09 August	at	EMRC Administration Office
Monday	13 September (if required)	at	EMRC Administration Office
Monday	11 October	at	EMRC Administration Office

## 13 DECLARATION OF CLOSURE OF MEETING

There being no further business, the Chairman declared the meeting closed at 8.09pm.