

Community Task Force - Meeting Notes

Date: 14 June 2011

Venue: EMRC office



Attendee		Attendee		Attendee	
Martin Chape	✓	Peter Jensen	✓	Stephen Fitzpatrick	✓
Jan Foster-Hawkings	✓	Myles Harmer	✓	Prapti Mehta	✓
Noel Hales	✓	Peter Pearson	✓	Joel Levin	✓
Max Jamieson	✓	Noelene Wigmore	✓	Other:	
Other:		Other:		Other:	
Present ✓ Apology = x Observer/Presenter = O					

Meeting Opened: 6:05pm

Meeting Chair: Joel Levin

Item	Issue/Topic	Discussion
1.	Previous Minutes	Past action items were reviewed. All Items completed. Item #6 amended to make the wording clearer
2.	EMRC Update	<p>Ambient monitoring has been completed – report is completed for noise and odour</p> <p>A noise issue has been identified with the power station. This matter has been taken up with Landfill gas and power</p> <p>The ambient monitoring will be extended for 2 month to allow for data to be gathered during the wet weather.</p> <p>Tenderers are being followed to up provide their emissions data. There has also been some delay getting a response from the EPA on the Environmental Scoping Document.</p> <p>Still aiming for the draft PER to go to the EPA by August but it is getting tighter. At the same time this happens the EMRC would organise a briefing of the CTF on the outcomes of the environmental impact assessment and we will consider providing the CTF with copies for comment.</p> <p>The EMRC is considering the merits of a design build and operate contract model.</p> <p>A presentation on anaerobic digestion has been scheduled for 24th of June. If CTF members cannot attend they are able to come to the council briefing (but will not be able to ask questions here).</p>
Action/Resolution 1.		EMRC to progress sourcing funds for a consultant to work with the community during the public review period (ie Who 1 EMRC a peer review).

3. CTF Succession planning	A discussion was started looking at the succession of the CTF. However it was felt that it may be premature and would need to wait for the CPA to be completed.
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4. CPA Draft	<p>Submissions have been closed with 18 responses received in total.</p> <p>The CTF went through each of the responses to review if further amendments were required to the CPA.</p> <p>Anyone that has responded will be sent an updated CPA once the final version has been made with some notes on the feedback received, the changes and the rational for the change or not.</p> <p>Given the number of responses and the resulting discussion the CTF reviewed just under half the responses.</p>
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Action/Resolution 2.	CTF members to review the remaining feedback and make notes to bring to the next meeting	Who 2 ALL
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5. Validation of the CPA	<p>The CTF discussed the proposed market research validation for the CPA once finalised.</p> <p>The feedback of a number of consultants was presented to the group along with the proposed costing for the process.</p> <p>The CTF felt there was value in a validation process but that this would be of greater value once the plant was operational for 6-12 mth as a means of testing the validity of the CPA as proposed by one of the research consultants.</p>
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Action/Resolution 3.	CTF recommended validation of the CTF after 12mths of facility operations	Who 3 ERMC to note
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6. TEC Drafting	<p>The final task of the CTF is to input into the development of the Draft Tender Criteria (TEC). These criteria would be used by the EMRC to shape the Tender application.</p> <p>Given the focus on completion of the CPA, it was felt this would be expedited if a draft was developed for the group to review based on the previous work of the group</p>
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Action/Resolution 4.	Draft TEC to be developed for presentation at the next meeting	Who 4 EMRC
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7. Meeting Closed	8:15pm	8. Next meeting	July 12 ⁿ 2011
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These minutes have been ratified by ALL members of the CTF as a true and accurate record of the meeting

Signed on behalf of CTF Members: Joel Levin (Independent Facilitator)  **Date: 14/06/2011**