

## Community Task Force - Meeting Notes

**Date:** 3<sup>rd</sup> May 2011

**Venue:** EMRC office



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

**Meeting Opened:** 6:35pm

**Meeting Chair:** Joel Levin


Item	Issue/Topic	Discussion
1.	<b>Previous Minutes</b>	Past action items were reviewed. All Items completed.
2.	<b>Future Meetings</b>	The date for the July meeting was set for July 12 <sup>th</sup>  It was also noted that there are only three more meetings of the CTF scheduled.
<b>Action/Resolution 1.</b>		Include succession planning into the next agenda <span style="float: right;"><b>Who 1</b> Joel</span>

<p><b>3. EMRC Update</b></p>	<p>Stephen Fitzpatrick provided an overview of the various monitoring activities underway on and around the Red Hill site. These activities are designed to provide the EMRC with a benchmark for Air, Noise, Odour levels. These levels will be provided to any prospective Tenderers to model the potential impact of their proposed facility.</p> <p>Three forms of air quality monitoring has been occurring on and around the Red Hill site (neighbouring residence have given permission for monitoring stations to be placed on their property).</p> <ol style="list-style-type: none"> <li>1) Huts – comprehensive monitoring station for SO2, NOx, CO and particulates.</li> <li>2) Passive Stations – testing for organic compounds (such as aldehydes and ketones, PAH's)</li> <li>3) High Volume station – that capture air samples over a 24hr period</li> </ol> <p>While cost is a significant factor, there was some discussion about ways to maximise the duration of the monitoring. Eg: retain the passive stations for longer if the 'huts' are booked to go elsewhere.</p> <p>A Weather station is now in place at Red Hill that will provide accurate data on the prevailing winds and weather conditions to more accurately respond to any complaints.</p> <p>Odour surveys and noise surveys have been completed. The power station was identified as a significant source of noise (especially in the evenings). EMRC will approach the company about this.</p> <p>The modelling for noise, air and odour is in progress,</p> <p>The number of tenderers has decreased from seven to six, due to an amalgamation of two companies.</p> <p>EPA has provided feedback in the environmental scoping documents. Some amendment will be made and resubmitted to EPA in June. This will then give the EMRC a clearer timeline for the PER (community comment period) process.</p>
<p><b>Action/Resolution 2.</b></p>	<p>Look at the timing of the PER to enable CTF members to access the document in line with the CTF meeting schedule. CTF members to have the document two weeks prior to the meeting</p> <p style="text-align: right;"><b>Who 2</b> Stephen</p>
<p><b>Action/Resolution 3.</b></p>	<p>Next round of community feedback to be collated/ themed for the CTF to make discussion more efficient.</p> <p style="text-align: right;"><b>Who 3</b> EMRC</p>
<p><b>4. Draft CPA Consultation feedback</b></p>	<p>There are still two weeks to run with the comment period and there have been 9 responses to date.</p> <p>There has been some feedback that the PDF feedback form made it difficult for people to provide a response. Overall the feedback for the CPA was positive and CTF members identified areas and suggestion from the feedback.</p> <p>These suggestions would be revisiting once all comments are in and reviewed at the next meeting to finalise the CPA.</p>
<p><b>Action/Resolution 4.</b></p>	<p>Create a online forum equivalent for the PDF form</p> <p style="text-align: right;"><b>Who 4</b> Joel</p>
<p><b>Action/Resolution 5.</b></p>	<p>Circulate the link with an acknowledgment of the issue and a reminder that there is two weeks to go. Place link on CTF website</p> <p style="text-align: right;"><b>Who 5</b> Stephen</p>
<p><b>Action/Resolution 6.</b></p>	<p>Following contributor for areas that required clarification and provide thanks for the contribution</p> <p style="text-align: right;"><b>Who 6</b> Stephen</p>

<p><b>5. TEC Drafting</b></p>	<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. The CPA will also form part of the Tender Evaluation process</p> <p>The CTF members reviewed past drafts of the CPA to identify the elements that would be best suited for inclusion in the TEC.</p> <p>ie: Looking for elements that were removed from the CPA, that CTF members felt where time limited to the tender process only and therefore not required for the CPA, however still relevant for the TEC.</p> <p>The focus for the CTF was to 'start' the process of refinement and not get into drafting until the CPA is finalised.</p>
<p><b>Action/Resolution 7.</b> CTF members to review past drafts and raw noted to contribute other ideas for inclusion in the TEC <span style="float: right;"><b>Who 7</b> ALL</span></p>	

<p><b>6. Meeting Closed</b></p>	<p>8:05pm</p>	<p><b>7. Next meeting</b></p>	<p>June 14<sup>th</sup> 2011</p>
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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: 5/05/2011**