

# Inner West Air Quality Community Reference Group

## Meeting 6

### Minutes

Date	<b>Monday 3 June 2019</b>	
Time	<b>6pm – 8pm</b>	
Location	<b>Brimbank City Council, Sunshine</b>	
Chair	<b>Patsy Toop OAM (PT)</b>	
Members	<b>Adam Fletcher (AF)</b> <b>Alexandra Damasoliotis (AD)</b> <b>Bert Boere (BB)</b> <b>Chris Dunlevy (CD)</b> <b>Christine Harris (CH)</b> <b>Clare Sheppard (CS)</b> <b>Geoffrey Mitchelmore OAM (GM)</b>	<b>Ian Butterworth (IB)</b> <b>Keith Loveridge (KL)</b> <b>Kristen Gilbert (KG)</b> <b>Louise Keramaris (LKe)</b> <b>Narelle Wilson (NW)</b> <b>Steven Curry (SC)</b> <b>Valerie Dripps (VD)</b>
Apologies	<b>Rod Boyd (RB)</b>	
Secretariat (DELWP)	<b>Michelle McHugh (MM)</b>	<b>Kim Daly (KD)</b>

Agenda items, minutes, and actions	
<b>1</b>	<b>Welcome and acknowledgement of Traditional Owners</b>
<b>2</b>	<b>Discuss report writing</b> The group had a follow up discussion on report writing. It was agreed that SC would write the report due to his professional experience and involvement with the group as a sitting member.
<b>3</b>	<b>Discuss and finalise chapter headings</b> The group discussed a proposed table of contents for the report, compiled from submissions by members. Minor changes were suggested and a working draft table of contents was endorsed.
<b>4</b>	<b>Create report writing plan</b> The group discussed a timeline and endorsed the CRG approval process for drafted chapters. It was agreed that SC would start with the chapter covering the Regulatory Environment & Policy.
	<b>Action 1:</b> SC to begin writing the report with draft of Regulatory Environment & Policy chapter. <span style="float: right;">Owner: SC</span>
	<b>Action 2:</b> CRG members to submit any specific suggestions for the Regulatory Environment & Policy chapter to Secretariat for circulation. <span style="float: right;">Owner: All</span>
<b>5</b>	<b>Look at forward agenda and plan content of future meetings</b> The group discussed the focus of future meetings and identified some experts to invite to present to the group.

	<p>It was agreed that the next meeting would focus on the West Gate Tunnel Project and any potential recommendations that relate to it. The group identified several speakers to invite for a panel discussion on the topic of tunnel filtration, including Dr Lyn Denison, Dr Bruce Dawson, and Dr Graeme Lorimer.</p> <p>Subsequent meetings will focus on dust and industry, urban planning, and world's best practice. The latter would see another panel of experts on a range of different topics relating to air quality.</p>	
<b>6</b>	<p><b>Further discussion of recommendations</b></p> <p>The group considered the document created by GM collating potential recommendations that have arisen to date. Some time was set aside to consider the document, highlight key recommendations, and note relevant information. It was agreed that the group would review the document out-of-session to return at the next meeting.</p>	
	<p><b>Action 3:</b> CRG members to review GM's recommendations document, highlighting key recommendations and noting any recommendations that less relevant.</p>	Owner: All
<b>7</b>	<p><b>Mid-term review</b></p> <p>PT advised that the mid-term review questionnaire would be sent out shortly. It will be in an online format and anonymous.</p>	
	<p><b>Action 4:</b> Secretariat to circulate link to mid-term review questionnaire for members to complete out-of-session before the next meeting.</p>	Owner: KD; All
<b>8</b>	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>- KL offered to share material used for previous submissions Maribyrnong has made on air quality</li> <li>- KL raised the need for information on how the final report will be responded to by government</li> </ul> <p>Next meeting: Footscray Town Hall, 6pm Monday 24 June 2019</p>	
	<p><b>Action 5:</b> KL to send Maribyrnong submissions on air quality to Secretariat for circulation.</p>	Owner: KL; KD
	<p><b>Action 6:</b> Secretariat to seek further information on government response</p>	Owner: MM