

# Inner West Air Quality Community Reference Group

## Meeting 5

### Minutes

Date	<b>Monday 13 May 2019</b>	
Time	<b>6pm – 9pm</b>	
Location	<b>Hobsons Bay City Council, Altona</b>	
Chair	<b>Patsy Toop OAM (PT)</b>	
Members	<b>Adam Fletcher (AF)</b> <b>Bert Boere (BB)</b> <b>Chris Dunlevy (CD)</b> <b>Christine Harris (CH)</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>
Apologies	<b>Alexandra Damasoliotis (AD)</b> <b>Clare Sheppard (CS)</b>	<b>Rod Boyd (RB)</b> <b>Valerie Dripps (VD)</b>
Absent	<b>Steven Curry (SC)</b>	
Guest speakers	<b>Kyle Garland</b> , Department of Environment, Land, Water and Planning (KGa) <b>Katherine Evans</b> , Department of Environment, Land, Water and Planning (KE)	
Secretariat (DELWP)	<b>Lana Kovac (LKo)</b>	<b>Kim Daly (KD)</b>

### Agenda items, minutes, and actions

#### 1 Welcome and acknowledgement of Traditional Owners

*Note: due to public transport issues, some members were late to the meeting and the Secretariat arrived at 7pm.*

#### 2 Presentation on Air Quality Strategy and Qs & As with guest speakers

KGa and KE jointly presented on the Air Quality Strategy (Strategy) currently being developed by the Department of Environment, Land, Water and Planning.

The Strategy:

- was announced by the Minister for the Environment, the Hon Lily D'Ambrosio, in early 2018
- went through a public consultation period from May to November 2018
- is currently in its development phase
- will be released in late 2019, and
- will articulate the Victorian Government's plans for clear, sustainable, and cost-effective policies and programs to ensure clean air for all Victorians.

KE explained the methodology and criteria being used to develop the Strategy.

LKo outlined the interplay between the Strategy and the CRG, noting there will be the opportunity to further engage the CRG later in the year.

There was a short Q&A session with questions from LKe, KL, and AF.

<b>3</b>	<b>Group discussion of Air Quality Strategy presentation</b> CRG agreed that further discussion of the presentation was not required.	
<b>4</b>	<b>Discuss methodologies for report writing and recommendation prioritisation</b> The group discussed the methodology for writing the report and identified the following: <ul style="list-style-type: none"> <li>• The Secretariat will write the report.</li> <li>• The content of the report will be entirely decided by the CRG members.</li> <li>• Chapters will be written out-of-session and circulated to members for discussion in-session.</li> <li>• A draft list of chapters for the report, with further chapter suggestions to be emailed to Secretariat.</li> <li>• The desire for further consultation with experts to support the content of each chapter.</li> </ul> Due to time constraints, consideration of recommendation prioritisation was deferred to the following meeting.	
	<b>Action 1:</b> Secretariat will commence drafting of chapters for discussion in future meetings.	Owner: KD
	<b>Action 2:</b> CRG members to email chapter suggestions to the Secretariat.	Owner: All
<b>5</b>	<b>Discuss potential for community forum prior to final draft of report</b> The group discussed options for sharing the CRG's deliberations and findings with the communities of the inner west. It was noted that the Terms of Reference require the CRG to ensure its findings are communicated to the communities of the inner west of Melbourne.  It was agreed that it would be most appropriate to engage with the community once the CRG has completed its investigations and has a complete draft of the report. It was suggested that this could be done over a few engagement sessions at each of the three council jurisdictions.	
<b>6</b>	<b>Consider panel discussion with best-practice experts</b> The possibility of having a panel discussion to support the CRG develop its final recommendations was discussed. The group identified several experts that may be able to assist the CRG with its investigations. The Secretariat will collate a detailed shortlist of all suggested experts for further discussion at the next meeting, to be invited to future meetings.	
	<b>Action 3:</b> Secretariat to collate detailed list of experts recommended by CRG members.	Owner: KD
<b>7</b>	<b>Consider frequency of future meetings and forward plan</b> The group agreed the need to meet more frequently in order to cover everything that is needed to write the report by the end of the term. Meetings will now occur every three weeks.	
<b>8</b>	<b>Mid-term review</b> PT advised that, as per the Terms of Reference, the CRG is due to have a mid-term review of its operations in June 2019. This will take the form of a questionnaire to be submitted in June, with the results to be discussed at the second June meeting.	
	<b>Action 4:</b> Secretariat to prepare and circulate mid-term review questionnaire.	Owner: KD
<b>9</b>	<b>Discuss wearable air monitor and offer from Dr Andrea Hinwood</b> It was identified that AD would like the wearable air quality monitor for their child in a primary school close to a busy road in Brooklyn. The Secretariat noted that further advice from Dr Andrea Hinwood on air quality monitors is available if required.	
	<b>Action 5:</b> CH to provide AD with contact information relating to wearable air quality monitor.	Owner: CH
<b>10</b>	<b>Any other business</b> No other business was identified at this meeting.  Next meeting: 6-8.30pm on Monday 3 June 2019 at Brimbank City Council, Sunshine.	