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| Inner West Air Quality Community Reference Group  Meeting 1 |

Minutes

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| Date | **Monday 10 December 2018** | |
| Time | **18:00 - 20:15** | |
| Location | **Functions Room, Footscray Town Hall, Maribyrnong** | |
| Chair | **Patsy Toop OAM** (PT) | |
| Members | **Adam Fletcher** (AF)  **Alexandra Damasoliotis** (AD)  **Chris Dunlevy** (CD)  **Clare Sheppard** (CS)  **Geoffrey Mitchelmore OAM** (GM)  **Ian Butterworth** (IB) | **Keith Loveridge** (KL)  **Louise Keramaris** (LK)  **Monika Pilekic** (MP)  **Narelle Wilson** (NW)  **Steven Curry** (SC)  **Valerie Dripps** (VD) |
| Apologies | **Bert Boere** (BB)  **Kristen Gilbert** (KGi) | **Rod Boyd** (RB) |
| Proxies & observers | **Simon Vittorio** (SV) - proxy for Brimbank City Council | **Laurie Bell** (LB) - observer for BB |
| Secretariat (DELWP) | **Kate Gavens** (KGa) | **Kim Daly** (KD) |

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| Agenda items, minutes, and actions | | |
| **1** | **Welcome & Acknowledgement of Traditional Owners** | |
| Action: Nil | | Owner: None |
| **2** | **Clarifying the function and purpose of the Community Reference Group**  PT clarified function of the group:   * Scope: all air quality issues in the inner west of Melbourne (Maribyrnong, Hobsons Bay, and Brimbank) * Purpose: identify priority actions to improve air quality and provide a report for government consideration * Duration: initial term of 12 months, with a mid-term review to determine the future of the group   KGa clarified the role of the Department of Environment, Land, Water and Planning (DELWP):   * DELWP will act as secretariat for the group but not be involved in decisions * DELWP will provide a budget of approximately $60,000 for research and other purposes * DELWP will assist facilitation of the group by providing access to the Environment Protection Authority (EPA), Department of Health and Human Services, and other experts and resources as deemed appropriate | |
| Action: Nil | | Owner: None |
| **3** | **Read through the Code of Conduct**   * PT read through the Code of Conduct * VD raised that, while it is good that community members are being given the opportunity to speak, she had been expecting a bit more direction (e.g. a checklist of actions for the year) * KGa reiterated that the group is to be independent and entirely community-driven | |
| Action: Nil | | Owner: None |
| **4** | **Introductions by members, highlighting key Air Quality interests**  Each group member introduced themselves and their key areas of interest in relation to air quality (AQ). Members marked their areas of interest on a map (**Attachment 1**).  Following the introductions, PT summarised the key issues raised and asked members to consider how they would each prioritise these issues.  Top issues/areas of focus raised:   1. Traffic/Trucks – diesel particulates, age of trucks in short-haul fleet, cars and public transport 2. Dust 3. Regulation of industry – hazardous waste storage, landfill, illegal stockpiling 4. West Gate Tunnel Project (WGTP) – tunnel filtration, dust from construction, truck diversions 5. Understanding the evidence base – e.g. what are safe levels for AQ   Other issues/areas raised:   * Abandonment and remediation of industrial sites * Planning – Environmentally sustainable development should consider AQ in the planning phase * The location of container yards and the resulting truck routes through residential areas * Climate change * Outdated planning permits for industries in Brooklyn * Substances (asbestos, etc) that are being inhaled during industrial fires * Waste to energy – understanding how that works and what that means for air quality * Moving freight from trucks to rail * Clean Truck Action Plan – look at similar program in LA, USA and the subsequent impacts on AQ * EPA responses – Victoria Auditor-General Office (VAGO) report *Improving Victoria’s Air Quality* identified concerns about how odour and pollution reports are dealt with * Look at other action groups and support them * The future of the port * The need for evidence-based decision making * Looking at international/national best practice and bringing some of those suggestions to the group | |
| **Action 1**: Circulate copy of map annotated at Meeting 1 | | Owner: KD |
| **5** | **Discuss and finalise the Community Reference Group Terms of Reference**  The ToR were discussed:   * VD noted that end-of-term report will go to Minister for Roads and Minister for the Environment, and requested that it also go to Minister for Health and Minister for Planning * VD requested for budget to be specified within the ToR * KGa advised that some of the budget can be used to bring experts in to talk to the group * KGa noted that KD is a resource for the group and could collate the various reports on AQ and the WGTP | |
| **Action 2**: Update ToR as per discussion and circulate for group endorsement out of session | | Owner: KD & All |
| **Action 3**: Collate reports on AQ (Clean Air, AQ Strategy, Victorian Auditor-General Office’s AQ Report, etc) and the WGTP (EES and related hearings) and circulate to the group out of session | | Owner: KD |
| **6** | **Decide on frequency of meetings**   * Two months between meetings may be too long; six weeks may be better * Consensus is to meet in February and decide on frequency then | |
| Action: Nil | | Owner: None |
| **7** | **Sign the Code of Conduct**  Everyone in attendance signed the Code of Conduct. Those not present to submit theirs by email. | |
| **Action 4**: Arrange for members who were not present to sign and return the Code of Conduct | | Owner: KD |
| **8** | **Consider agenda items for next meeting**   * PT suggested a focus on diesel emissions early in the term * Group discussed bringing people in to provide further information on AQ in general and the WGTP * Andrea Hinwood (Chief Environmental Scientist) could be invited to talk to the group about air quality * VD suggested the group invite the new CEO of the EPA to come to a meeting * KGa will invite both the Chief Environmental Scientist and EPA’s CEO * Meeting 2 will focus on developing understanding of AQ; Meeting 3 may focus on diesel emissions | |
| **Action 5**: Group members to email KD with suggestions of speakers to invite to future meetings | | Owner: All |
| **Action 6**: Circulate speaker suggestions and ask the group to indicate preference | | Owner: KD |
| **Action 7:** Contact Andrea Hinwood regarding the potential for her to address the group | | Owner: KGa |
| **Action 8:** Contact EPA regarding the potential for EPA CEO to address the group | | Owner: KGa |