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| Inner West Air Quality Community Reference GroupMeeting 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
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| 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
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| 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
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| **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
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| **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
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| 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
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| **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 |