

**Minutes of the Ordinary Meeting**  
**Cleary Bros Gerroa Sand Resource Community Consultative Committee**  
**Held at the Gerroa Fishermans Club, Gerroa**  
**Thursday 14 December 2017 at 10:40 am**

**Present:**

Chairperson	Brian Weir (BW)
GEPS Representative	Terry Barratt (TB)
Community Representative	Kel Sekulic (KS)
Cleary Bros Environmental Officer	Mark Hammond (MH)
Cleary Bros Representative	Ashley Mathie (AM)

**Record of Minutes**

BW welcomed all members and acknowledged the Traditional Owners of the land and paid his respects to Elders past and present.

**Item 1: Apologies**

Cr Andrew Sloan submitted his apologies for the meeting.

**Item 2: Declaration of pecuniary or other interests**

Brian Weir indicated that he received a small sitting fee to chair the meeting.

Mark Hammond and Ashley Mathie indicated they are employees of Cleary Bros.

**Item 3: Business arising from previous minutes**

The Chair advised that, following on from his report to the last meeting, DPE contacted him calling for applications for people wishing to nominate as a Chairperson. He submitted an application, however no feedback yet received on this matter. The aim of the pool of Chairs is as a source of appointments, replacements or fill-ins in the event the approved Chairperson is unable to attend a meeting.

**Item 4: Correspondence**

Letter sent to CB from Kiama Council requesting Cr Mark Westhoff be appointed as alternate to Cr Sloan in line with September Kiama Council minutes.

Letter sent from CB to DPE requesting Secretary accept nomination for Cr Westhoff as Kiama Council alternate.

Letter received by CB from DPE approving the nomination of Cr Westhoff as alternate.

## Item 5: Cleary Bros reports and overview of activities

The following report was provided to all members prior to the meeting, and read out by MH:

### i) Progress of the project

Sand production from the Gerroa resource has declined in recent months as alternative short term sources of supply have been secured which have reduced the demand for sand from Gerroa. This includes sand sourced from 3rd parties, as well as the use of manufactured sand, produced by the quarry at Albion Park, in concrete mixes. This has resulted in production from the Gerroa resource decreasing in the past few months, with an FY18 production to 31st October 2017 of 10,775 tonnes (annualised rate of 43,100 tonnes). Production rates are likely to remain at this level in the short term (next 6 months). Production rates are expected to return closer to maximum permissible extraction levels in the medium term (6-18 months).

### ii) Issues arising from site visits

No site visit is planned for this CCC meeting. There have been no significant changes to site operation since the last site visit in December 2016.

### iii) Monitoring and environmental performance

#### Meteorology

Automatic weather station continues to operate well.

#### Dust

Deposited dust levels in all gauges has reduced slightly in FY18, despite the dry conditions. Dust gauges 1a, 2A, and 3A average 3.2, 1.5, and 2.5 g/m<sup>2</sup>/month respectively over the previous 12 months. There have been no anomalous or excessively high results since the report at the last CCC.

#### Dredge Pond

Dredge pond water quality is generally stable and consistent with historical level results. It has shown a close relationship with rainfall patterns, with the water level dropping 50cm since the April 2017 peak due to the prolonged dry weather. Total Oxidisable Sulphur of sand extracted has increased in the past few months (range of 0.3-0.7%) as older deeper material has been extracted. The natural alkalinity of the dredge pond has neutralized any acidity, which has maintained pH of stable levels, while the material itself has been reprocessed.

#### Boreholes

Borehole water levels have continued to fluctuate following rainfall patterns with an average decrease of 66cm in groundwater level mirroring the rainfall since the April 2017 high, while still remaining within historical ranges. Water quality of the bores has also remained largely stable with all measurements generally within the historical range of recorded measurements for each bore with the exception

of bore MW1. Bore MW1 continues to exhibit a saline influence, while all other bores appear unaffected.

#### Revegetation and Rehabilitation

As previously reported, all revegetation zones are now planted and well established. Quarterly inspections have been carried out with positive results. Infill planting has been undertaken to boost revegetation success and weed control is ongoing when conditions permit. Ongoing management of these areas continues based on the advice provided in the quarterly internal inspections and annual inspections by an ecologist.

#### **iv) Community complaints and response to these complaints**

No community complaints have been received since the last CCC meeting.

#### **v) Information provided to the community and any feedback**

The Cleary Bros website is regularly updated to ensure all required information is current, including approvals, management plans, and environmental monitoring data.

Cleary Bros recommends the above report is received and noted by the CCC

Signed:

Mark Hammond (Environmental Officer)

13/11/2017

### **Verbal report to the meeting**

MH provided further updates as follows:

*FY18 production to the end of November 2017 was 10,825 tonnes.*

*Deposited dust 12-month averages as at November 2017 were 3.0, 1.5, and 1.9 g/m<sup>2</sup>/month respectively for dust gauges 1A, 2A, and 3A.*

*Borehole water levels generally steadied in November 2017, compared with the recent rainfall-related declining trend, with some bores fallings and others rising.*

### **Discussion**

*AM explained that the current focus for the revegetation areas over the Spring and Summer periods is weed control.*

*KS asked about the nature of the alternative suppliers. MH explained that there is a third-party currently dredging sand which has similar properties as the Gerroa sand. This has allowed Cleary Bros to directly substitute the third-party sand for Gerroa sand in concrete mixes, and has decreased demand for Gerroa sand. The third-party supply is of a short-term nature only, and as such demand for Gerroa is likely to increase to previous extraction rates in the medium term. AM also explained that manufactured sand has now been successfully incorporated into all low-medium strength concrete mixes, replacing 40% of the natural sand previously required in these mixes.*

*KS asked about the area currently being dredged. AM explained that Cleary Bros are currently extracting adjacent to the processing area in the existing dredge pond. TB asked if Cleary Bros had progressed to the west around the product stockpiles. AM explained that Cleary Bros had not yet proceeded to the west, with activities currently focused on dredging from the 4 – 10 metre interval. AM explained that they have encountered some clay bands, but little rock in the current dredging area, with the rock predominantly in the northern part of the dredge pond.*

**Resolved: Report received and noted**

## Item 6: Other Agenda Items

### **i) Implications for the introduction of the new CCC Guidelines**

The following report was provided to all members prior to the meeting for discussion.

The July 2017 CCC meeting included an action item for Cleary Bros to provide a summary report to clarify any changes that may be required to the functioning of the current CCC due to new Guidelines. It was agreed that Mark Hammond, Environmental Officer with Cleary Bros, would report back on this matter at the next CCC meeting.

#### **Context**

The Conditions of Approval for project 05-0099 requires that Cleary Bros establish a Community Consultative Committee (CCC) for the project. The Conditions of Approval contain quite specific requirements for the operation of the CCC, as the original conditions on this matter predate the development of the original Guidelines in 2007. For this reason, the project is not required by the Conditions of Approval to adhere to any Guidelines, such as the current *Community Consultative Committee (CCC) Guidelines for State Significant Projects* (Department of Planning, 2016). Nevertheless, the Guidelines provide a useful tool to assist with the operation of the Gerroa CCC in accordance with the Conditions of Approval.

#### **Differences between the 2016 Guidelines and the Gerroa Conditions of Approval**

##### *Membership*

The Conditions of Approval are specific in terms of limiting the number of members from any party to the CCC (2 from CB, 1 from each council if available, once from GEPS, and at least two from the local community), while the Guidelines are far more generic, permitting up to seven community representatives.

Under the Conditions of Approval, all members, including delegates, must be approved by the Department of Planning and Environment (DPE), whereas the Guidelines only require community representatives and the Chair to be approved by the Department. Previously, Cleary Bros has progressed the appointment of community representatives to the satisfaction and with the approval of the DPE, while the Guidelines assign these responsibilities to the Chairperson. The Department must still approve any nomination for a community representative.

The Conditions of Approval do not cover the process for recruiting, appointing and reviewing the performance of the Chairperson (other than their approval), while the Guidelines hold the DPE responsible for these processes.

##### *Chairperson Responsibilities*

Under the Conditions of Approval, CB is responsible for the recording, preparation and distribution of minutes, whereas the Guidelines assign these responsibilities to the Chairperson, including the option of electing a separate note-taker if required. Currently, all meeting agendas and minutes are prepared and distributed by CB, but only with the approval of the Chairperson. The Guidelines also require the Chairperson to report annually to the DPE on the operation of the CCC.

The Guidelines outline the following responsibilities of the Chairperson when facilitating meetings:

- Formulate the agenda for all meetings in consultation with the members of the committee;
- Convene and run meetings in a fair and independent manner;
- Facilitate discussion to ensure all members have an opportunity to speak and share their views;
- Identify any items of a confidential nature and assist committee members to understand how this information may, or may not, be used;
- Support constructive dialogue; and

- Resolve disagreements or differences of opinion in a fair, transparent and supportive manner.

*Role of the CCC*

The Approval requires the CCC to provide advice back to the Department regarding the Conditions of Approval, albeit in an advisory manner only. This function is poorly defined in the Guidelines, but would currently be undertaken through the preparation and distribution of meeting minutes to the Department, and the Chairperson's annual report.

*Meetings*

The Conditions of Approval specify at least two meetings per year, with one held shortly after submission of the Annual Environmental Management Report (which corresponds with the July meeting held in recent years), while the Guidelines are quite open regarding the frequency and timing of meetings.

Cleary Bros recommends that this summary and comparison report is received and noted.

Signed: Mark Hammond (Environmental Officer) 13/11/2017

*BW asked if there were any comments or queries relating to the report. No comments were raised.*

**Resolved: Report received and noted.**

**ii) Other Matters**

No further matters raised

**Item 7: General Business**

*TB noted that the vegetation in the northern corridor had grown significantly over time and this was pleasing to see, however he noted that the complexity and function of the vegetation community was unlikely to mirror natural conditions for a long period of time. All parties engaged in a general discussion on this topic, covering fauna take-up of the revegetated areas, the relationship between fire history and vegetation communities present, and the progress of recent development applications related to other projects in the area.*

**Meeting Closed 11:10 am**

Next meeting proposed for the morning of the 26<sup>th</sup> July 2018. An agenda will be issued prior to the meeting confirming meeting time and date.