

Meeting Minutes for Community Consultative Committee for Mackas Sand Extraction Operations from Lot 218 DP 1044608 and Lot 220 DP 1049608, Salt Ash

Wednesday 05 April 2017

Chair: Ms Margaret Macdonald-Hill

Minute taker: Mr Daniel Sullivan

**Meeting commenced: 9.00 am**

Location: Mackas Sand and Soil Supplies,  
2846 Nelson Bay Road, Salt Ash NSW 2318

**Attendees**

<b>Name</b>	<b>Initials</b>	<b>Position</b>
Ms Margaret MacDonald-Hill	MM	Chairperson
Mr Robert MacKenzie	RM	Mackas Sand Representative
Ms Julie Towers	JT	Community Representative
Mr Stephen Hufnagl	SH	Community Representative
Mr Jeff Sansom	JS	Community Representative
Mr Cliff Johnson	CJ	Community Representative
Mr Daniel Sullivan	DS	Umwelt (Australia) Pty. Ltd.

**Welcome & Apologies**

*MM Welcome to meeting*

Following apologies were tendered for the meeting:

Mr Kent Sansom	Community Representative
Mr Andrew Smith	Worimi Aboriginal Land Council
Mr Brendan Rice	Umwelt (Australia) Pty. Ltd.

**Declarations of Interest**

MM Usual declaration (as independent chair approved by Department of Planning and Environment, Member of Mine Subsidence Board)

JT As per previous declaration

**Confirmation of Previous Minutes**

JT Moved to accept minutes

SH Seconded

## Business Arising

DS

- Noted that the 2016 Annual Review was completed and submitted to DP&E on 31 March 2017. This is in the process of being uploaded to the Mackas Sand website and will be up by next week.

SH

- Asked about when a dust monitor would be installed on his property. He noted that the EPA have suggested that we need to obtain background data.

RM

- Operations at Lot 220 are currently moving further away from SH's residence. When operations are planned to move closer RM committed that a dust monitor will be put in.
- Further the haul Road to Lot 218 is planned to be sealed in May 2017.

SH

- At the last meeting SH raised concerns with high pitched beepers onsite at Mackas Sand operations and said that there appears to be one more piece of equipment that still has a beeper on it.

RM

- Confirmed that they have put a frog beeper on this equipment and that they will check and replace the last beeper.

MM

- Raised that at the last meeting KS raised concern with the amount of trucks that were parking up on Oakdale Drive just outside the Mackas Sand & Soil Supplies access.

RM

- Confirmed that he has now instructed them to do all paper work in the yard and not park up in Oakdale Drive.

RM

- Noted that since the last meeting Mackas Sand received a \$15,000 fine for work discharge from EPA. Further during the 2016 reporting period he noted that a dust deposition monitoring sample was missed which was deemed an administrative non-compliance and that survey works confirmed that the depth of the pits at Lot 218 and 220 were below the consent limit. These non-compliances were noted in the 2016 Annual Review as submitted to DP&E.

MM

- Advised JS was nominated as an alternative for KS and this was endorsed by the CCC.

MM

- Noted that on 17/11/2016 she sent the new CCC guidelines to the committee. She went on to provide a summary of what the new guidelines cover and require from the CCC members and committed to provide a copy of her summary to the group with the minutes. She said that each member of the CCC is required to sign a declaration of pecuniary and non-pecuniary interest and to keep this up to date while they serve on the CCC. These are required to be signed to maintain compliance with the CCC guidelines. In addition each member is required to sign a copy of the Code of Conduct form that is also required by the new guidelines.
- Also noted that the draft minutes are now required to be issued to the group within one week for review with a response required within one week and the final minutes to be uploaded to the company's website within two weeks.

All

- At the end of the meeting each member of the CCC present completed and signed the declaration of pecuniary and non-pecuniary interest form and the accepted behaviour form and provided these to MM. She confirmed that these will remain in her custody and are not sent to DP&E in accordance with the

guidelines. MM will scan and email a copy of the signed forms to each respective member.

**Correspondence**

Nil

**Reports**

Given in Business Arising

**Complaints**

No complaints received since last meeting.

**General business**

Nil

**Meeting adjourned: 9.50am**

**Actions Summary:**

Next meeting proposed 1 November 2017.