

APPENDIX 3. COMMUNITY CONSULTATIVE COMMITTEE MINUTES

Williamtown Sand Syndicate (WSS) Cabbage Tree Road Sand Quarry Community Consultative Committee Meeting

30 January 2020
9:00-11:00
Mercure Hotel, Williamtown

Meeting Number: 2nd Meeting **Type of meeting:** General
Chairperson: John Turner **Note taker:** Eliza Altmann
Attendees: Wayne Sampson (Resident) – WS
Janet Meyn (Port Stephens Council) – JM
Jonathan Berry (Kleinfelder) – JB
Barry Davis (Resident) – BD
Shirley Davis (Resident) – SD
Darren Williams (WSS) – DW
Paul Bourne (WSS / Newcastle Sand) – PB
Keiron Rochester (Resident) - KR
John Simpson (Hunter Water Representative) - JS
Apologies: None
Observers: Kay Rochester (Resident) – Kay R
Meeting Open: 9:00am

Minutes

Agenda item: 1 Apologies **Presenter:** John Turner

Discussion:

No apologies.

Agenda item: 2 Declaration of Pecuniary Interest **Presenter:** NA

Discussion:

John Turner (Chairperson) – Paid for service by WSS.
Wayne Sampson (Resident) – Deed with WSS.
Janet Meyer (Port Stephens Council) – Representative of owner of land who receives royalty for sand.
Jonathan Berry (Kleinfelder) – Consultant employed by WSS.
John Simpson (Hunter Water Representative)
Barry Davis (Resident) – Nil.
Shirley Davis (Resident) – Nil.
Keiron Rochester (Resident) – Nil.
Kay Rochester (Resident) – Nil.
Darren Williams (WSS) – Quarry owner.
Paul Bourne (WSS / Newcastle Sand) – Quarry employee.

Agenda item: 3 Correspondence

Presenter: John Turner

Discussion:

Minutes from the last meeting were circulation.

Minutes moved by JM. Minutes seconded by SD. All Agree.

Actions from Previous Minutes

- JT. Has the updated Complaints Register been uploaded to the website and the Pre-intersection Newsletter delivered?
- JB. Yes, newsletter was delivered pre-intersection construction. The latest complaints register has not been uploaded to WSS website. This will be uploaded asap.
- KR. Has Complaints Register been updated?
- JB. Yes, Complaints Register has been updated, just not uploaded to the website.
- JT. BD have your cabinets been shaking?
- BD. No shaking cabinets.
- JT. Previous minutes noted consideration of differing road surfaces and noise levels.
- JB. Neil from Spectrum Acoustics is scheduled to undertake further monitoring.

Agenda item: 4 Proponents Reports and Overview

Presenter: Jonathan Berry

- * progress of the project
- * monitoring and environmental performance
- * community complaints and response to these complaints
- * information provided to the community and any feedback

Discussion:

- JB. Update on monitoring and environmental performance. Air monitors on Sampson property have had some errors, now corrected. Air monitors picked up the smoke from bushfires, has now reduced. Technician scheduled for coming weeks. Groundwater levels have continued to drop. PFAS (6.2 FTS) found in the water bore closest to the Defence site (BH6) in December. Follow-up testing in January, including duplicate and triplicate sampling did not identify any PFAS. Suggests, this may be an error, isolated sample contamination or a false positive result. Noise monitoring has been undertaken by Spectrum Acoustics and JB when onsite. Found road traffic to be the main noise source, with the internal machine noise not a major noise issue.
- JT. Does anyone have any questions or comments on the above?
- BD. People cutting wood with chainsaws at 8pm at night across the road from his house in the road reserve.
- DW. Gave a resident permission once 3 months ago. Wood was in the road reserve. Quarry did deliver a load to the resident once, so this won't happen again.
- BD. Rang the Council but no one answered. Called the police and they arrived. The other resident had left by then.
- JB. Advised BD to call PB or DW and the Police if it happens again.
- KR. Once all trees are cut down, they should be moved back onto the quarry site.
- JS. When the timber is cleared it should be used onsite for rehabilitation purposes, not given to the public.
- JM. Council does have an after-hours number to call.
- DW. All timber will be removed daily and put back on the quarry site.
- BD. Doesn't have DW's number.
- DW. BD you have my number, you have called it numerous times.
- KR. What is the action plan for the false positive PFAS test?
- JB. Will double check if a positive and work out if it is to do with the quarry. Also look at the Defence results. Annual Review is due end of March 2020.
- PB. Progress of Project. Works have started in the road reserve. Road base and turning circle has been completed internally. Large equipment has arrived on site with the aid of escort vehicles turning right into site.

- BD. Has seen multiple vehicles turning right into site including a Nissan Patrol. He has the number plates.
- SD. The No Right Turn sign has been taken down.
- WS. Police have increased their patrols in the area due to vehicles not complying with reduced speeds.
- PB. WSS have contacted Police to get more patrols in the area to limit speed limits after concerns about disregard for reduced speed limit.
- SD. 1 to 2 trucks per day are turning right in and right out.
- JT. Send evidence to PB of trucks turning right in and right out.
- WS. How many trucks have turned right in?
- PB. 3-4 Large trucks have turned right in due to their size and were escorted by a Robson vehicle.
- KR. Can a camera be installed to catch the trucks and vehicles turning right in and right out?
- JB. Cameras are not allowed to record in a public space.
- Kay R. Can the camera face the road?
- DW. No, as it is recording in a public place.
- JT. Department has issues with cameras recording in public places.
- PB. Continuation of progress of the project. Quarry equipment will start to be setup. Power has been run into site. Internal fences are going up to secure all the new equipment.
- JT. Are there any community complaints?
- SD. Wasn't notified that the water board was accessing the property. Two people walking around her yard looking for the connection for the water across the road.
- JS. Hunter Water employees wear shirts with the company logo and drive company cars.
- Kay R. Water was turned off last Tuesday and next Tuesday. Not given much notice.
- WS. His water is connected to the line closest the Quarry's, as dirty water came through last week.
- BD. Are the water pipes made of asbestos?
- JS. Will look into the water connections when he arrives at his office. Will also find out what the pipes are made of.
- DW/WS. Water pipes appear to be cast iron.
- KR. How does the quarry's sprinkler system work?
- DW. The sprinkler system is on a timer. It works off our own water connection. Not bore water.
- WS. We are in a drought. Is the quarry not allowed to use Speer point water? Had his tested and he is able to use bore water.
- DW. We have to use town water, not allowed to use bore water, however we would prefer to use bore water.
- JS. Has company considered the bore water?
- KR. Prefer to get the Annual Report first for final testing results before an agreement to lock into applying for a bore license.
- JB. The water sprinklers on timers are more efficient now than the use of water carts.
- KR. Are they sprinklers automated?
- DW. They are all wired up, powered connect and now waiting for Wi-Fi for it to be automated.
- JB. Newsletter went out. No feedback received. Next newsletter is due when the quarry turns operational. When utilities are resolved and a firm road end construction date. Approx. 2 months.
- JM. Newsletters should be quarterly.
- SD. Notification for when the phones will be cut off?
- JB. It is not up to the quarry. It's up to the contractor and utility company to notify the residents.
- DW. We have an approximate schedule date of 19.02.2020 for the Telstra cut over. We will find out more information and confirm the date.

Conclusions:

Key actions from the above discussions summarized below:

Action items	Person responsible	Deadline
✓ Update complaints register and upload to the website.	DW	6/02/2020
✓ Newsletter to be delivered prior Quarry being operational.	DW	TBA

Action items	Person responsible	Deadline
✓ Neil from Spectrum to do more noise monitoring	PB	TBA
✓ SD & BD to at least contact PB, DW & then Police (if they like) next time there are any issues associated with the Quarry, such as the removal of wood from the road reserve and any vehicles that are not complying with road rules.	SD, BD	As needed

Agenda item: 5 Other Agenda Items

Presenter: John Turner

Discussion:

- JT. No other agenda items?

Agenda item: 6 General Business

Presenter: John Turner

Discussion:

WS. New Business. When pulling right into my driveway will vehicles have plenty of room to get around me?

PB. Yes, the centerline to the face of the island's kerb is 3.5 - 3.6m total. **[Post Meeting Clarification:** After reviewing plans the width is 5.5m total comprising a 3.5m wide travel lane and a 2.0m wide shoulder, note existing centerline to existing seal is 5.6m].

KR. General Business. Will there be a site inspection before commencement? Is there any feedback on the site inspection from Ann at the Department of Planning, Industry & Environment? What are the operation start times? Do the machines start before 6am?

PB. We were questioned about the extraction levels and provided her with a survey document.

JT. There will be a site visit. There has to be 1 per year.

DW. Once operational no machinery will be started before 6am, only toolbox talks beforehand. We can't help if there are trucks sitting on the road reserve before opening hours. Unless the residents are happy for us to open our one or both of our gates to get the trucks off the road, noting approval from DPIE would likely be needed for this to occur.

PB. The deceleration and acceleration are no stopping zones.

KR. Are airbrakes disallowed?

PB. Yes, airbrakes are disallowed, this is in the driver induction.

JT. No general business from BD, SD, JM, PB, JS, DW and JB.

Action items	Person responsible	Deadline
✓ Quarry to advise WS of the travel lane widths when turning right into his property	PB	7/02/2020

Agenda item: 7 Next Meeting
Presenter: John Turner

Discussion:

 JT. Next meeting will be 30th April 2020.

Action items	Person responsible	Deadline
✓ Agreed next meeting on the 30 th April 2020	JT to arrange meetings	Next 30 th April 2020
✓ Site inspection agreed next visit, subject to operational restrictions if applicable.	PB	Immediately before next meeting and operational.

Other Information

- Minutes to be provided as draft in the next week.
- Committee members have one week to provide feedback on the minutes to the Chairperson.
- Within two weeks of receiving feedback the minutes will be finalized and distributed to members and placed on the website.
- SD and Kay R requested hard copy and the electronic copy. Hard copy to be dropped off in mail box.

Meeting Close:

9:54 am

Williamtown Sand Syndicate (WSS) Cabbage Tree Road Sand Quarry Community Consultative Committee Meeting

12 June 2020

9:00-10:06

Green House, Pacific Dunes
Golf Course

Meeting Number:	3 rd Meeting	Type of meeting:	General
Chairperson:	John Turner - JT	Note taker:	Jonathan Berry
Attendees:	Wayne Sampson (Resident) – WS Janet Meyn (Port Stephens Council) – JM Jonathan Berry (Kleinfelder) – JB Shirley Davis (Resident) – SD Darren Williams (WSS) – DW Paul Bourne (WSS / Newcastle Sand) – PB Keiron Rochester (Resident) - KR		
Apologies:	Barry Davis (Resident) – BD John Simpson (Hunter Water Representative) - JS		
Observers:	Murray Towndrow (MT)		
Meeting Open:	9:00am		

Minutes

Agenda item: 1	Apologies	Presenter:	John Turner
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Discussion:

No formal apologies received.

Agenda item: 2	Declaration of Pecuniary Interest	Presenter:	NA
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Discussion:

John Turner (Chairperson) – Paid for service by WSS.

Wayne Sampson (Resident) – Deed with WSS.

Janet Meyn (Port Stephens Council) – Representative of owner of land who receives royalty for sand.

Jonathan Berry (Wedgetail Project Consulting) – Consultant employed by WSS. – UPDATED

John Simpson (Hunter Water Representative)

Barry Davis (Resident) – Nil.

Shirley Davis (Resident) – Nil.

Keiron Rochester (Resident) – Nil.

Darren Williams (WSS) – Quarry owner.

Paul Bourne (WSS / Newcastle Sand) – Quarry employee.

Murray Towndrow (WSS) – Quarry owner.

Agenda item: 3 Correspondence

Presenter: John Turner

Discussion:

Minutes from the last meeting were noted.

Minutes moved by JM. Minutes seconded by WS. All Agree.

Actions from Previous Minutes

- Complaints register updated to website.
- Newsletter notifying of commencing operations prepared and provided at meeting, to be delivered in coming week.
- Additional noise monitoring undertaken since the last meeting.

Agenda item: 4 Proponents Reports and Overview

Presenter: Jonathan Berry

- * progress of the project
- * monitoring and environmental performance
- * community complaints and response to these complaints
- * information provided to the community and any feedback

Discussion:

- PB. Update provided on company progress:
 - Intersection completed, formal signoff given by RMS.
 - Fencing completed with Koala cross overs installed.
 - Weighbridge completed and calibrated with signoff by National Measurement Institute.
 - Plant setout completed, undertaking commissioning.
 - Approximately 5,000t processed internally during commissioning.
 - Fill from roadwork area still to be removed.
 - Water and air quality monitoring progressing, no issues.
 - Road side revegetation completed.
 - DPIE completed a road side compliance inspection on 28 May 2020 with no issues noted.
 - Quarry is now open for business.
- KR. What access do we have to monitoring data?
- JB. Available on the website.
- KR. Notes information on website is averaged over larger periods, would like to see probably daily data.
- JT. Monitoring data should be presented to committee prior to meeting to enable more informed review of information, graph of data has worked well in other CCC, will provide example of detail used in other meetings.
- SD. Noted that when trucks leave the site that sand swirls up behind the truck and goes into the Rochester driveway.
- DW. Dust monitor would pick this up if it was bad.

Community Complaints – review of complaints register

- PB. Issue regarding the truck entering the site during the glass sand trial before correct time for trucks to enter – trucks did leave the site at correct time.
- PB. Complaint regarding early activity onsite came via DPIE from community complaint, response to DPIE was provided. DPIE issued formal warning regarding the matter.
- PB. Complaint from KR on 30/1 regarding a vehicle that slowed and thought about a right turn into the site before driving away;
 - PB investigated matter and spoke with driver who confirmed he slowed down before recalling the rules and then completed a left turn into the site.
- PB. Complaint from KR regarding noise from loading of pipes before 7am.
 - PB investigated, reviewed with Robsons, loading did not actually occur until 7:45am.
- PB. Noise monitoring was undertaken shortly after this time.
- PB. Complaint around noise of pile driving, initial assessment undertaken by PB, then engaged noise consultant to assess.

- SD. Was concerned about the vibration caused from the roller, believes a smaller roller was used when noise and vibration monitoring was being completed. The roller was not doing the same thing when it was monitored, was distressed due to the noise / vibration that was happening.
- PB/DW. Only one roller has been onsite for the road works completed by Robsons.
- KR. A full time noise monitor would help with this, would one be considered.
- JB. Full time noise monitors traditionally not useful for compliance, but may assist investigations.
- DW. WSS may consider a full time noise monitor.
- SD. Significant distress was experienced during the intersection construction.
- PB. Request by KR that quarry consider restricting the construction works during COVID.
 - PB determined that from a business position this would not be feasible, also chose to maintain existing approved construction times despite NSW government policy to increase work hours/ days to enable construction to occur with reduced staff.
- PB. Noise complaint from KR regarding the use of a chainsaw onsite before 7am.
 - PB investigated, he undertook chainsaw works at 7:30 that morning, could not have been from site chainsaw as the chainsaw was in his vehicle and he did not arrive onsite till after 7am.
- KR. The noise must have occurred before 7am – must have been a different chainsaw.
- PB. Noise complaint reported by KR, KR did not hear chainsaw.
- PB. Noise complaint about beepers being on equipment.
 - PB investigated, no Robsons plant had beepers installed, squaker style reverse alarms do have varying tones and volumes.
- PB. Complaint regarding street light.
 - Investigation completed, light compliant with Council / RMS requirements.
- PB. Sand trial truck issue (already discussed earlier).
- PB. Complaint during asphaltting by LO around a truck turning the wrong way.
 - PB discussed with Robsons. Safest path was for trucks to turn in that direction.
 - SD. Why wasn't traffic control in place?
 - Downer completed works for Robsons and had traffic control.
 - SD. Claims PB was rude to LO and hung up on him.
 - PB. Disputed he was rude and just asked to meet with LO out the front near intersection to discuss the concerns.
- PB. Complaint made by KR with respect to truck movement at the intersection. PB advised no material had left the site at that time with exception to the overburden extracted from the road way.
- PB. Complaint made by KR regarding photos being taken of KR niece.
 - Matter was reported to police.
 - SD saw them taking a photo of something in the direction of where they were standing.
 - PB advised, that for matters potentially as serious as these, it should be reported sooner than 5 days after the incident occurred.
 - SD. Pleased it was taken to police.
 - PB. Contractor undertook complaint seriously and investigated.
 - PB. Police advised that the alleged action was not illegal.
- PB. Safety concern regarding the traffic island requesting that the traffic island be removed.
 - SD. Concerned about the bicycle lane that is separated from the shoulder by concrete island.
 - WS. Also raised concern about the island, wanted it to just be painted. Very dangerous to WS and neighbours when they turn right into their driveways as the concrete island may restrict traffic getting around stationary vehicle. Acknowledged that RMS instructed the intersection standards and design. For properties further east and west on the road it may be better as trucks have more room to pass in the acceleration and deceleration lanes. Problem would be resolved if the concrete median between shoulder and bike lane was removed.
 - JT. Noted that this was an issue that should be raised elsewhere to get resolution as the matter was not directly controlled by WSS.
 - JB. Advised reasoning behind the design was to limit the speed of vehicles performing a maneuver around the stationary turning vehicle.
 - MT. May I speak JT as an observer? – granted by JT.
 - MT. The centre line to median is 5.5m, which is comparable to a road land and shoulder, i.e. it is possible to go around turning vehicle. WSS would have preferred the median to be painted, however RMS standards prevailed. RMS is concerned about the increased speed with the increased road width.
 - WS. Neighbour to the east was concerned about the vehicles turning inside them faster given the acceleration and deceleration lanes.

- JT. Company should express the concerns of community in relation to the design and seek review and resolution by RMS ideally to remove the island on the outside of the bike lane.
- MT. Suggest that the community provides a stronger position than company alone to remove the island. Can residents provide a letter/ email on their concerns.
- WS. Company to make request to RMS to review, supported by residents.
- KR. Is company prepared to pay for removal of the concrete median?
- DW. WSS would consider the cost of removal of the median if RMS agreed to the removal and requested that the company pay for its removal.
- WS. Motion for Committee: Company request RMS review traffic hierarchy with respect to problems observed in the constructed intersection. All in favour. SD seconded.
- KR. Evident that complaints are only made by a small portion of community. Requests that there is more independence for the complainant. Residents do not feel comfortable in coming forward with complaints.
- SD. According to the register there is only one complaint in her name, recalls making a complaint about orchids falling from hardwood posts. Discussion with SD and PB regarding the complaint, that according to PB was discussed further with husband of SD (BD) who advised it was fine. SD disputed this and suggested PB was rude and not as helpful as he could have been.
- KR. Really needs a third party to receive complaints.
- JT. Recommends that if anyone is uncomfortable about telephoning a complaint then it should be put in writing to avoid dispute.
- JT. To his knowledge there is no requirement to have a third party recording complaints. Will followup and get clarity. Since the meeting JT has reviewed this matter and the current complaints procedure is the appropriate manner to lodge complaints.
- SD. This has disrupted her life and would have been nice to have someone easier to speak too.
- JT. Reiterated best if complaint was in writing then it helps avoid conflict and simplifies issues.
- JB. Newsletter 9 to be circulated in coming week (copy provided at meeting). Core purpose of the newsletter is to advise the quarry is now operational.
- JT. Site visit should be conducted – will request that we try and hold a site meeting (approx. 30 minutes duration) prior to the next meeting. DPIE and guidelines suggest at least one per year is appropriate.

Conclusions:

Key actions from the above discussions summarized below:

Action items	Person responsible	Deadline
✓ Example of information presented at similar CCC meetings to be provided.	JT	
✓ WSS to provide monitoring data prior to or present it at the next meeting.	PB/ JB	For next meeting
✓ Committee supported motion for Company request RMS review traffic hierarchy with respect to problems observed in the constructed intersection, specifically around the removal of concrete median separating shoulder and bike lane to improve safety for residents turning right.	WSS	17/07/2020
✓ Residents provide a letter/ email on their concerns regarding the intersection to be included with RMS review request.	Residents – WS / KR/ SD	13/07/2020
✓ Newsletter 9 to be delivered	WSS	Prior to 19/06/2020

Agenda item: 5 Other Agenda Items

Presenter: John Turner

Discussion:

- JT. No other agenda items?

Agenda item: 6 General Business

Presenter: John Turner

Discussion:

- SD. Are any more trees going to be cut down. New Business. When pulling right into my driveway will vehicles have plenty of room to get around me?
 - PB. No more trees are to be removed out the front of the quarry.
- KR. Would expect that company would have light vehicles to turn around at the round about (near MacDonalds) after leaving quarry?
 - DW. We expect that employees would undertake a safe legal maneuver on leaving the quarry, whether this is via a driveway, on the road or a roundabout is for the driver.
- KR. Would like to see at least daily monitoring records provided to the Committee for discussion at meetings.
 - JT. Would expect at least a graph of the data as is provided to allow discussion of results. Expects more detailed information of environmental performance to be presented at each meeting. Will provide examples.
- KR. When is the Annual Audit [Annual Review] document available, that was completed at end of March?
 - JB. The Annual Review is available from the Newcastle Sand website.
- KR. Believes dust suppression is inadequate, what can be done about it to remove more dust? Where does the water come from?
 - PB. Road has been sealed. Roadside batters have been revegetated, sprinkler system is on the batters to cover them until revegetation is more advanced.
- KR. What options are available for training of the committee, environmental management etc?
 - JT will investigate and advise next meeting.

JT. No other general business from JM, PB, DW and JB.

Action items	Person responsible	Deadline
✓ Records in graph form or similar as per examples from other CCC WSS meetings to be provided to committee for next meeting.		Next meeting
✓ Training opportunities for committee members.	JT	Next meeting

Agenda item: 7 Next Meeting

Presenter: John Turner

Discussion:

JT. Next meeting to be advised [proposed for 3 September 2020 at Port Stephens Council].

Action items	Person responsible	Deadline
✓ Site inspection agreed prior to next visit, subject to operational restrictions if applicable.	PB	Immediately before next meeting

Other Information

- Minutes to be provided as draft in the next week.
- Committee members have one week to provide feedback on the minutes to the Chairperson.
- Within two weeks of receiving feedback the minutes will be finalized and distributed to members and placed on the website.

Meeting Close:

10:06 am

Williamtown Sand Syndicate (WSS) Cabbage Tree Road Sand Quarry Community Consultative Committee Meeting

3rd September 2020

9:00-9:55

Green House, Pacific Dunes
Golf Course

Meeting Number:	4 th Meeting	Type of meeting:	General
Chairperson:	John Turner - JT	Note taker:	Eliza Altmann
Attendees:	Darren Williams (WSS) – DW Paul Bourne (WSS / Newcastle Sand) – PB Jonathan Berry (Wedgetail Consultants) – JB John Simpson (Hunter Water Representative) - JS Wayne Sampson (Resident) – WS Shirley Davis (Resident) – SD Keiron Rochester (Resident) - KR		
Apologies:	Barry Davis (Resident) – BD		
Observers:	None		
Meeting Open:	9:00am		

Minutes

Agenda item: 1	Apologies	Presenter:	John Turner
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Discussion:

Apologies from Barry Davis (BD)

Janet Meyn no longer works at Port Stephens Council. A new delegate has not been appointed as yet.

Agenda item: 2	Declaration of Pecuniary Interest	Presenter:	NA
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Discussion:

John Turner (Chairperson) – Paid for service by WSS.

Wayne Sampson (Resident) – Deed with WSS.

Jonathan Berry (Wedgetail Project Consulting) – Consultant employed by WSS. – UPDATED

John Simpson (Hunter Water Representative)

Barry Davis (Resident) – Nil.

Shirley Davis (Resident) – Nil.

Keiron Rochester (Resident) – Nil.

Darren Williams (WSS) – Quarry owner.

Paul Bourne (WSS / Newcastle Sand) – Quarry employee.

Agenda item: 3 Minutes to be adopted

Presenter: John Turner

Discussion:

Minutes from the last meeting were noted.

Minutes moved by WS. Minutes seconded by JB. All Agree.

Actions from Previous Minutes

- Example of information presented at similar CCC meetings to be provided - JT
- WSS to provide monitoring data prior to or present it at the next meeting – PB/JB
- Committee supported motion for Company request RMS review traffic hierarchy with respect to problems observed in the constructed intersection, specifically around the removal of concrete median separating shoulder and bike lane to improve safety for residents turning right.
- Residents provide a letter/ email on their concerns regarding the intersection to be included with RMS review request – WS / KR / SD.
- Newsletter 9 to be delivered – WSS.
- Records in graph form or similar as per examples from other CCC meetings to be provided to committee for next meeting - WSS
- Training opportunities for committee members – JT
- Site inspection agreed prior to next visit, subject to operational restrictions if applicable – PB

Agenda item: 4 Business Arising from Previous Minutes

Presenter: JT

- Response to issues raised or provision of additional information requested;

JT - Consideration has been made regarding community training. Considering other committees that I have chaired and the matters they have dealt with which in most cases had more complexity with the matters considered by this committee and considering that those committees did not have training I do not believe training is required.

JT – Are we aware of any action by the RMS in regard to the traffic island?

JB – Not that I am aware off.

JB and others – There has been some discussions regarding the change of the speed limit on Cabbage Tree Road by the RMS from 90kph to 80kph

Agenda item: 5 Correspondence

Presenter: John Turner

- No correspondence

Agenda item: 6 Proponents reports & overview of activities, including; Presenter: Jonathan Berry

- Progress of the project
- Monitoring & environmental performances
- Community complaints & responses to these complaints
- Information provided to the community and any feedback

Community Complaints & Responses to these complaints

Traffic Island

JB – In regard to the traffic island complaints. There has been some progress with the speed limit being reduced. Traffic island still requires some correspondence from the community to be passed onto RMS.

General discussion occurred about the safety aspects of the traffic island and it's construction and that it was an RMS requirement

Hard copy of Minutes

JB – Hard copies of the previous meetings have been put in SD's mailbox.

SD – Yes, received.

Air Braking

JB – Signs have been put up.

SD – It was really bad. The ones (trucks) that were doing it had red around the top.

Monitoring & environmental performances

JB – DPIE (Department of Planning Industry & Environment) have requested clarification on some aspects of the annual review. They require clarification on boundaries, this information has been submitted. DPIE also requested another well be drilled due to ground water levels being so low. This has now been installed and there is water back in the well. EPL Annual Return is due end of September.

JT – Any questions?

KR – Does this review go up on the website?

JB – Yes. The updated documents will be loaded on the website.

Progress of the project / Activities for the period

JB – Sand mine opened 18/5/2020

JB – Continue to refine site operations and complete construction of the assets like stockpiles and refining the sprinkler system running around the batters to suppress dust.

SD – Is that from town water or bore water?

JB – Town water. Not allowed to use bore water.

Concerns were expressed by SD and WS on using town water. DW advised that the use town water was a requirement because there was a concern by quarry neighbours that if the quarry used bore water it might interfere with the ground water levels in the area

SD – Expressed concerns about dust when trucks come out of the quarry driveway. (Note further discussion on this topic occurs in the air monitoring section of these minutes)

JB – Offset areas, are continuing to be secured. All areas around the quarry space will be set aside as offset areas. This is underway, signs will go up, fencing will happen and the company will be required to do weed maintenance and pest management with a whole range of actions required. KR asked for a copy of the offset areas. JB advised that some offset areas are in negotiation but once they had been secured a copy could be provided

SD – Raised concerns about long grass at on the road reserve

JB – Pre-clearing survey was undertaken for the next stage, nest boxes installed in trees, the area was inspected for heritage and surveyed for radiation, and nothing was found in those areas. Clearing was undertaken under supervision of an ecologist. Sand is continued to be extracted with sufficient operational area to safely screen, stockpile and load trucks. Some sand is screened to remove roots and rocks. Currently selling glass sand, amber sand for concrete and a landscape and fill sand. Averaged less than 12% of monthly haulage allowance. Busiest period was 70% of daily haulage allowance. Weighbridge system is working well, it regulates the truck movements. It does not allow a truck to leave the quarry with a ticket unless they have had less than the allocated number of trucks for that hour. This system is installed and operates automatically.

JT – Any questions?

JS – About the landscape sand, for clarification does this include the topsoil from the site, is it stockpiled and used for rehabilitation of the site?

DW – The landscape sand is the band of darker sand (coffee rock) under the topsoil.

JB – Present main focus is to move the quarry further north and get a sealed road through to the northern area.

There hasn't been any weekend haulage. Quarry is permitted to haul on Saturdays but it hasn't happened at the moment. Busiest day has been under 70%.

JT – Any questions?

JS – Glass sand, it is at the top of the profile, some is screened and some is loaded into trucks. Is the glass sand screened at all?

PB – Holcim will take the white sand straight off the face but due to the amount of roots, we have been screening it.

JS – So the white sand at the top has a higher proportion of root material which is useful for rehabilitation process for wind erosion and stabilization. If it is screened and retained on site that is a good thing.

PB – At the moment it is put aside in a designated area and checked for artifacts.

DW – Once it is checked for artifacts it is put back into our rehab material.

Environmental Monitoring

Water

JB – There is continuous logging of groundwater across the site on a monthly basis, and all results are on the website. Links have been listed in the provided document. Bore hole 4 data has been provided as an example (page 13), this bore hole isn't far away from the intersection. Basically, the quarry must stay 0.7m above the maximum predicted level. The ground water levels help ensure that the modelling that was originally done was correct.

KR – It's pretty hard to read those water quality results. There are some levels that someone says are preferred levels. What happens when the water levels go over that?

JB – The process is to look at the range of levels, ensure they are correct and see if the quarry has impacted these levels or not. Changes may also be due to rainfall after a dryer period.

KR – Have you had any instances where it has gone over these levels? Have you had any investigations?

JB – The levels are all quite low and there are no sites directly relating to quarrying activities.

JS – Exceedances relating to the quarry operations or not are triggers and need to be followed strictly. There was a PFAS detection on the eastern boundary.

JB – Yes, there was a surface water and groundwater one detected at the northern part of the site. As a part of the annual review they have requested to discuss with the EPA whether there is reason to change any of their boundaries in relation to the PFAS. This is for the EPA to determine.

KR – What goes to the DPIE and what goes to the EPA?

JB – It all goes to the DPIE.

Air Monitoring

JB – There are two real time monitors that produce a result every 15 minutes that measure matter smaller than PM10. And two high voltage samplers that sample every six days. These types of samplers are standard for a coal mine, for a quarry they have a system that is well ahead of other quarries that I am familiar with. PM10 levels are not to exceed a cumulative annual average of 25 and a contribution over 24hr average of 50.

SD – Noted that sand and dust from the quarry was entering her property and Mrs Rochester's property and causing distress particularly when the trucks are leaving the quarry and questioned whether the air monitors were in the correct positions.

JB – Advised of the process to install and or relocate the monitors and that they require an open site to work. He advised that a monitor has been installed across the road from the quarry in what is considered to be the best position to obtain reading

WS – Noted he didn't want the monitor in his front yard, he wanted it across the road or on the other side of his block, but it couldn't be put there due to the trees that may affect the readings

JB – Confirmed that the monitor was put on that boundary because it was a clear space, and it can't be put in a space where it is obstructed by trees. He noted that it couldn't be in Mrs Rochester's front yard due to the hedge and it couldn't be in the front yard of SD's property due to the gravel driveway. There is a large range of parameters that need to be considered when installing monitors.

SD- reconfirmed her concerns about level of dust and sand swirling about her property and Mrs Rochester's property when trucks are leaving the quarry site

JB – PB and JB will look into these concerns. He noted that it is worth having a look at this on a regular basis and seeing what the cause is.

KR – Asked if there was a wash out bay on site?

PB – Advised there is a hose out bay inside the quarry adjacent to the weighbridge. Truck drivers are required under the drivers' code of conduct to wash out their trucks before they come to site. He advised the quarry certainly does not encourage drivers to wash out on site.

KR – Advised he was more worried about the under carriage dust, not the quarry activities.

DW –We are looking at the possibility of installing a wheel wash bay, it is on our list to be investigated..

JB – (Continued going through air monitoring results on page 15). Dust levels high due to bushfires.

KR – What does 50 ug/m3 per cubic meter look like?

JB – You can't actually see it.

KR – The stuff you can see is the coarse stuff. Is that measured by any of the monitoring?

JB – The unit at Wayne's (WS) place measures the stuff you can see, its measures Total Suspended Particulates.

KR – We don't have high volume air sampling data on this sheet?

JB – Data available through the link provided (page 16).

JT – Any further questions?

JB (Pages 17 to 23 of the presentation)

Photo 1 – Near map as of 24th June 2020; shows the stockpiles, processing plant and topsoil stockpile for future re-use.

Photo 2 – Site entrance looking to the south; oversized material from processing stockpile, balance of surplus construction material and temporary batter stabilization.

KR - You can see the sand over the road, so that's where its blowing from.

SD – Why have so many trees been removed?

JB – Its tricky, the footprint is smaller, and you need to take it down the to the right level the quarry needs to be set up at. Batters can't be too steep either. That's why we had to clear that space to get the road to where it is.

SD – What is a batter?

JB – A batter is a hill or slope that has been cut.

Photo 3 – Weighbridge looking to the north; Traffic lights to allow truck drivers when they can or can't enter the weighbridge.

Photo 4 – Office, carpark and shed;

Photo 5 – Plant & equipment shelter

Photo 6 – Weighbridge looking south

SD –There is a bit of sand on the ground? What sand is that?

JB – It's a mix of sands.

SD – Does that come into my place and I breath it in?

JB – It's no different to being the at the beach.

Photo 7 – Stage 1 looking to the south; white (raw) stockpile, Landscape sand stockpile, concrete sand processed stockpile, processing plant and truck loading area.

KR – Are those glass guys still getting sand?

PB – Yes.

KR – Is it a long-term contract?

PB – Yes, about a 4-5,000t p/m supply.

Photo 8 – Recently cleared stage 1A & stage 1 raw stockpiles, looking the south west.

Photo 9 – recently cleared stage 1A & 2, looking to the south east; stockpiled trees for future rehabilitation use.

SD –Asked why there has not been a site inspection yet

JT- Advised an inspection could not be held because of the Covid 19 situation. He advised that it was intended to have one before this meeting but it couldn't be held due to regulations

PB- Advised that a mines inspector did an air borne contaminate and Covid 19 full site audit and one of the recommendations was not to have any sales people or anyone coming to the site that was unnecessary to the operation of the site. It's not just the quarry site, it applies to industry in general

Conclusions:

Key actions from the above discussions summarized below:

Action items	Person responsible	Deadline
✓ Residents to provide a handwritten letter or email on their concerns regarding the intersection to be included with RMS review request.	Residents - KR / WS /SD	After speed signs are erected.
✓ WSS to look into the causes of the dust swirling up behind the trucks when exiting the quarry.	JB / PB	For next meeting

Agenda item: 7 Other Agenda Items

Presenter: John Turner

Discussion:

JT – There were no other agenda items received

Agenda item: 8 General Business

Presenter: John Turner

Discussion:

KR – Can we get the presentation a week earlier to the meeting?

DW- We prefer to hand it out at the meeting and then present to it.

KR- If we have further questions on this, can you answer them?

JT- Would prefer questions are kept to next meeting unless urgent, which can be directed to WSS.

JT – SD any general business?

SD – Asked why Mrs Rochester could not come to the meeting as an observer noting that she had come to previous meetings?

JT – Explained that Mrs Rochester can request to come as an observer however no request had been received. If Mrs Rochester sought to come as an observer she would need the approval to attain observer status from the committee. He further noted that KR was representing Mrs Rochester.

SD – Raised concerns about an observer at the previous meeting (Murray Towndrow). JT advised he had written to the committee about Mr Towndrow's attendance and the committee approved of his attendance as an observer.

KR – Can the meeting be an 8am start?

JT – No, we have public authorities like Council and Hunter Water here. 9am fits.

JT – If there is nothing more the meeting is closed.

Action items	Person responsible	Deadline
✓		

Agenda item: 9 Next Meeting

Presenter: John Turner

Discussion:

JT. Next meeting to be advised.

Action items

Person responsible

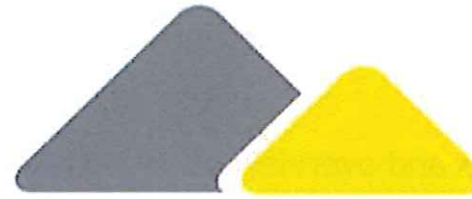
Deadline

Other Information

- Minutes to be provided as draft in the next week.
- Committee members have one week to provide feedback on the minutes to the Chairperson.
- Within two weeks of receiving feedback the minutes will be finalized and distributed to members and placed on the website.

Meeting Close:

9:55 am



NEWCASTLE **SAND**

Community Consultative Committee Update

Project update for the period 1 May 2020 to 20 August 2020

03 September 2020

Meeting Agenda for the Cabbage Tree Road Sand Quarry Community Consultative Committee.

Thursday 3rd September, 2020, 9.00am

Meeting Room, Pacific Dunes Golf Club Medowie

Agenda Items:

- ▶ 1) Apologies
- ▶ 2) Declaration of pecuniary or other interests
- ▶ 3) Correspondence
- ▶ 5) Proponents reports and overview of activities, including:
 - ▶ * progress of the project
 - ▶ * monitoring and environmental performance
 - ▶ * community complaints and response to these complaints
 - ▶ * information provided to the community and any feedback
- ▶ 6) Other agenda items
- ▶ 7) General business
- ▶ 8) Next meeting

Actions from previous minutes

- ▶ Progress on the RMS approach regarding traffic island / cycleway protection concrete?
- ▶ More comprehensive project information to presented at next meeting - this presentation.
- ▶ Site inspection - mine's inspector advised it is not accepted at this stage due to COVID.

Community Complaints since May 2020

- ▶ Four (4) complaints received since 1 May 2020:
 - ▶ 2 in relation to traffic island (matter currently outstanding and in progress - would benefit from letters or emails from residents stating concerns).
 - ▶ 1 requesting hard copies of meeting minutes
 - ▶ Minutes printed and delivered.
 - ▶ Complaint Closed.
 - ▶ 1 regarding noise from air brakes.
 - ▶ Rang freight control company regarding complaint and requested drivers to be informed not to use engine braking.
 - ▶ Posted sign on weighbridge reinforcing requirement not to use engine braking.
 - ▶ Complaint Closed.

Regulatory Correspondence

- ▶ DPIE have requested clarification on aspects of the Annual Report, these are currently underway.
- ▶ DPIE have requested clarification on boundaries of extraction.
 - ▶ Information has been submitted
- ▶ DPIE have requested an additional bore be drilled owing to one bore not being deep enough to sample water during dry periods.
 - ▶ New well has been installed
- ▶ The EPL Annual Return is due to be submitted in September 2020

Key Activities Completed During this Period

- ▶ Continuing to refine and complete construction related aspects (e.g. batter rehabilitation, stockpile management and stabilisation).
- ▶ Commenced haulage of sand as an operational quarry on 18 May 2020.
- ▶ Continued the process of securing the Offsite Offset areas, which are in addition to the areas onsite that will be offset as a Stewardship site in perpetuity.
- ▶ Undertook pre-clearing survey for next stages of the quarry, pre-clearing includes:
 - ▶ Hollow bearing tree survey and erection of nest boxes in surrounding area proposed for offset.
 - ▶ Inspection of area of Aboriginal Heritage.
 - ▶ Survey of the area for radiation (in case of buried monzonite by RZM).
- ▶ Clearing is then completed while being supervised by an ecologist to assist relocation of fauna.
- ▶ Refinement of sprinkler system to minimise dust levels.

Key Activities Completed During this Period

- ▶ Continued progressive extraction of sand.
- ▶ Main focus of operations has been to ensure sufficient operational area to safely and efficiently screen, stockpile, extract sand and load trucks.
- ▶ Some sand is screened to remove rocks and roots, other sand is loaded directly to trucks.
- ▶ Currently selling white, amber (concrete), Landscape and fill sand from the quarry.
- ▶ Haulage (also see later slides):
 - ▶ Averaged less than 12% of monthly haulage allowance.
 - ▶ Busiest in period was almost 70% of daily haulage allowance.
- ▶ Weighbridge system is working well in helping regulating maximum haulage rates - system will not give driver a ticket unless under haulage rate.

Key Activities in the Next Period

- ▶ Continued progressive extraction of sand.
- ▶ Main focus of operations has been to ensure sufficient operational area to safely and efficiently screen, stockpile, extract sand and load trucks.
- ▶ Some sand is screened to remove rocks and roots, other sand is loaded directly to trucks.
- ▶ Next construction works will be for the next section of the central spine haulage road through to the northern resource area.
- ▶ Continue to sell white, amber and fill sand from the quarry.

Monitoring - Trucks - May 2020

Monthly Summary of Traffic Movements			
(as per Condition 26 of Consent SSD_6125)			
Date	Total	Approved Maximum*	Percentage of Approved Movements
18-May	1	116	0.9%
19-May	1	117	0.9%
25-May	4	118	3.4%
Total trucks this month	6		
Approved maximum for month*		1340	0.4%
* Maximum approved haulage as per Condition 23 of Consent SSD_6125: - 6 trucks per hour from 6am to 7am Monday to Friday. - 10 trucks per hour from 7am to 6pm Monday to Friday. - 10 trucks per hour from 7am to 4pm on Saturday - No haulage on Public Holidays			
The weighbridge and ticketing system is routinely calibrated and managed by an accredited external business to ensure the sale and transport of sand from the quarry is consistent with approved haulage limits and operational times.			

Monitoring - Trucks - June 2020

Monthly Summary of Traffic Movements			
(as per Condition 26 of Consent SSD_6125)			
Date	Total	Approved Maximum*	Percentage of Approved Movements
2-Jun	35	116	30.2%
3-Jun	34	116	29.3%
4-Jun	30	116	25.9%
15-Jun	63	116	54.3%
16-Jun	81	116	69.8%
19-Jun	1	116	0.9%
22-Jun	2	116	1.7%
23-Jun	43	116	37.1%
24-Jun	1	116	0.9%
25-Jun	1	116	0.9%
26-Jun	17	116	14.7%
29-Jun	41	116	35.3%
30-Jun	44	116	37.9%
Total trucks this month	393		
Approved maximum for month*		2796	14.1%
* Maximum approved haulage as per Condition 23 of Consent SSD_6125: - 6 trucks per hour from 6am to 7am Monday to Friday. - 10 trucks per hour from 7am to 6pm Monday to Friday. - 10 trucks per hour from 7am to 4pm on Saturday - No haulage on Public Holidays			
The weighbridge and ticketing system is routinely calibrated and managed by an accredited external business to ensure the sale and transport of sand from the quarry is consistent with approved haulage limits and operational times.			

Monitoring - Trucks - July 2020

Monthly Summary of Traffic Movements			
(as per Condition 26 of Consent SSD_6125)			
Date	Total	Approved Maximum*	Percentage of Approved Movements
1-Jul	47	116	40.5%
2-Jul	53	116	45.7%
3-Jul	30	116	25.9%
6-Jul	59	116	50.9%
7-Jul	70	116	60.3%
9-Jul	3	116	2.6%
17-Jul	1	116	0.9%
22-Jul	1	116	0.9%
23-Jul	1	116	0.9%
24-Jul	1	116	0.9%
29-Jul	2	116	1.7%
30-Jul	5	116	4.3%
31-Jul	10	116	8.6%
Total trucks this month	283		
Approved maximum for month*		3028	9.3%
* Maximum approved haulage as per Condition 23 of Consent SSD_6125: - 6 trucks per hour from 6am to 7am Monday to Friday. - 10 trucks per hour from 7am to 6pm Monday to Friday. - 10 trucks per hour from 7am to 4pm on Saturday - No haulage on Public Holidays			
The weighbridge and ticketing system is routinely calibrated and managed by an accredited external business to ensure the sale and transport of sand from the quarry is consistent with approved haulage limits and operational times.			

Environmental Monitoring - Water

- ▶ Continuous logging of groundwater depth data at several wells across site.
- ▶ Groundwater and surface water sampled on monthly basis, results available on the website
<https://www.newcastlesand.com.au/monitoring-results/>.

May 2020

https://www.newcastlesand.com.au/wp-content/uploads/2020/08/WSS_May-20_Quarterly-Water-Monitoing-Event_final.pdf

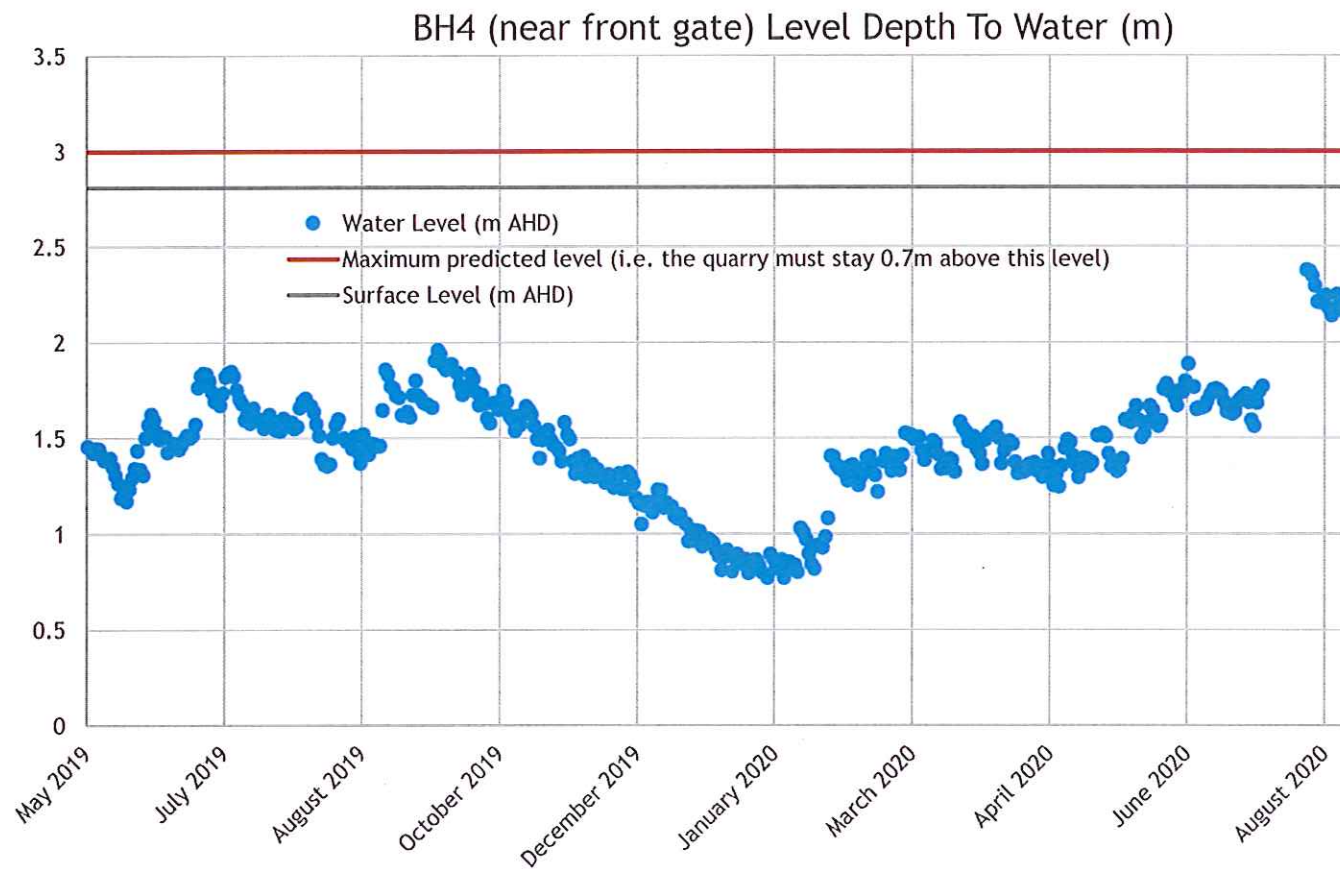
June 2020

https://www.newcastlesand.com.au/wp-content/uploads/2020/08/WSS_Jun-20_Monthly-Water-Monitoing-Event_final.pdf

July 2020

https://www.newcastlesand.com.au/wp-content/uploads/2020/08/WSS_Jul-20_Monthly-Water-Monitoing-Event.pdf

Environmental Monitoring - Water Levels



Environmental Monitoring - Air

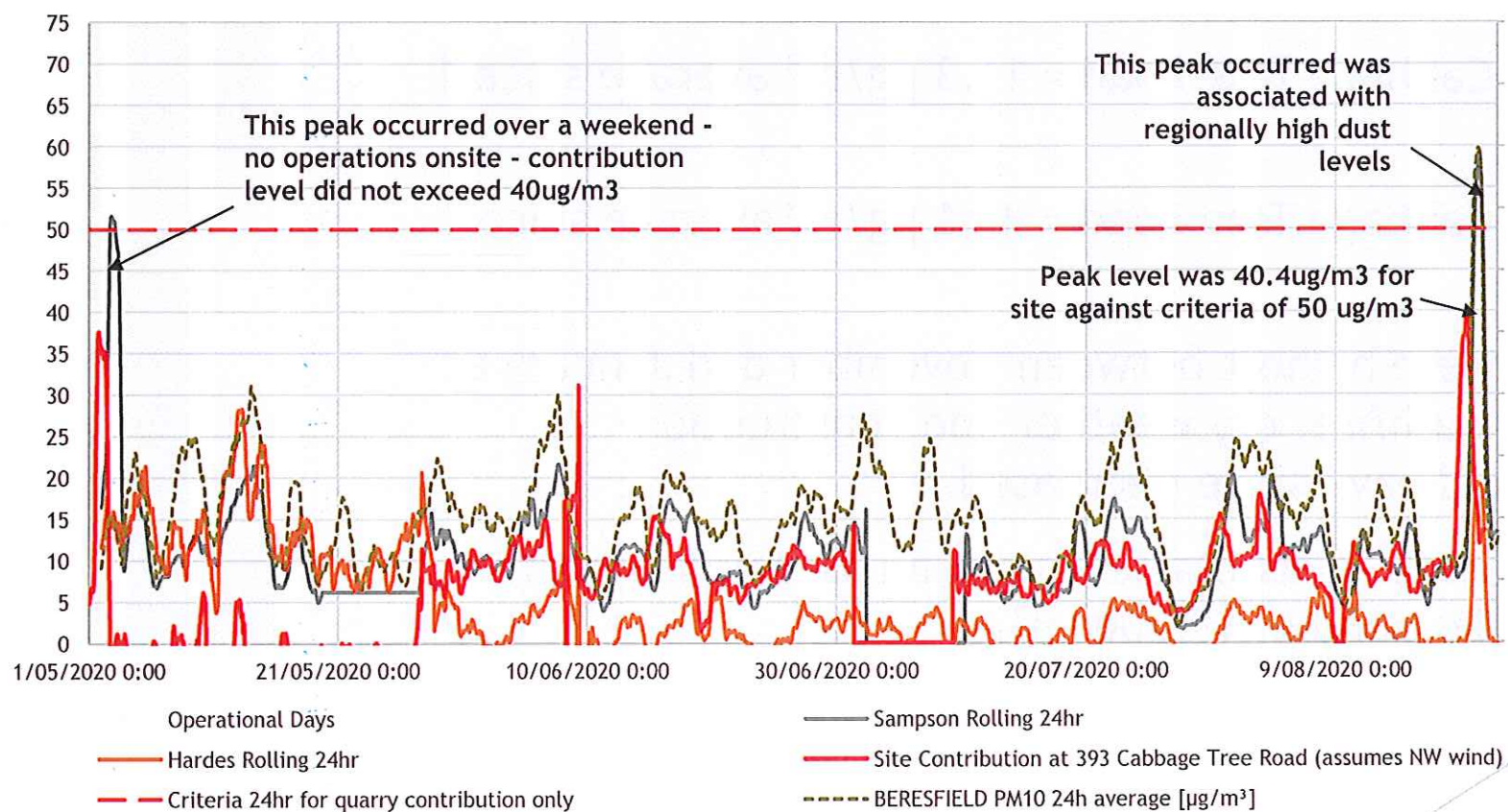
- ▶ Network includes two Beta Attenuation Monitors (BAMs) that measure real-time particulate matter smaller than 10 micron (PM_{10}).
- ▶ Two High Volume Air Sampler (HVAS) one measuring PM_{10} and one measuring total suspended particulates (TSP), these run for 24 hours every six days.
- ▶ Quarry must implement all reasonable and feasible avoidance and mitigation measures so particulate emissions from quarry do not cause exceedance of:
 - ▶ PM_{10} annual average $25 \mu g/m^3$ cumulative.
 - ▶ Quarry PM_{10} contribution over 24 hour average $50 \mu g/m^3$.

Environmental Monitoring - Air

- ▶ BAM at 393 Cabbage Tree Road = 11.3 $\mu\text{g}/\text{m}^3$ average since 1 May 2020.
- ▶ BAM at 458 Cabbage Tree Road = 4.51 $\mu\text{g}/\text{m}^3$ average since 1 May 2020.
- ▶ Dust levels were highest between November and January at the time of bushfire, dry weather and construction activities, and have since decreased.
- ▶ Air quality model in assessment used an assumed annual average background of 19.4 $\mu\text{g}/\text{m}^3$.
- ▶ Data summarised online at:
<https://www.newcastlesand.com.au/air-quality/>

Environmental Monitoring - Air

Cabbage Tree Road Air Quality 1 May to 22 August 2020



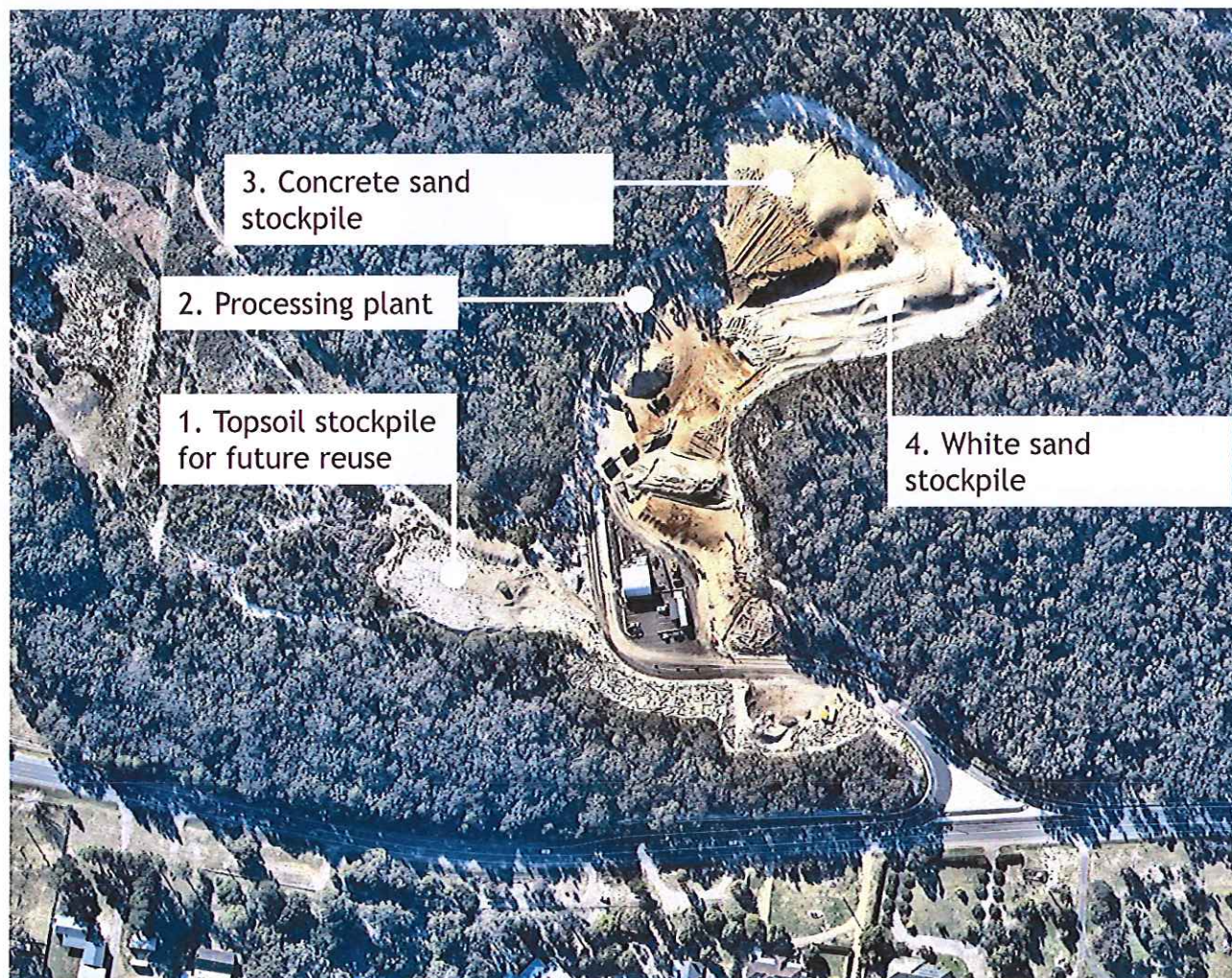


Photo 1 - Nearmap as of 24th June 2020

The site in August 2020

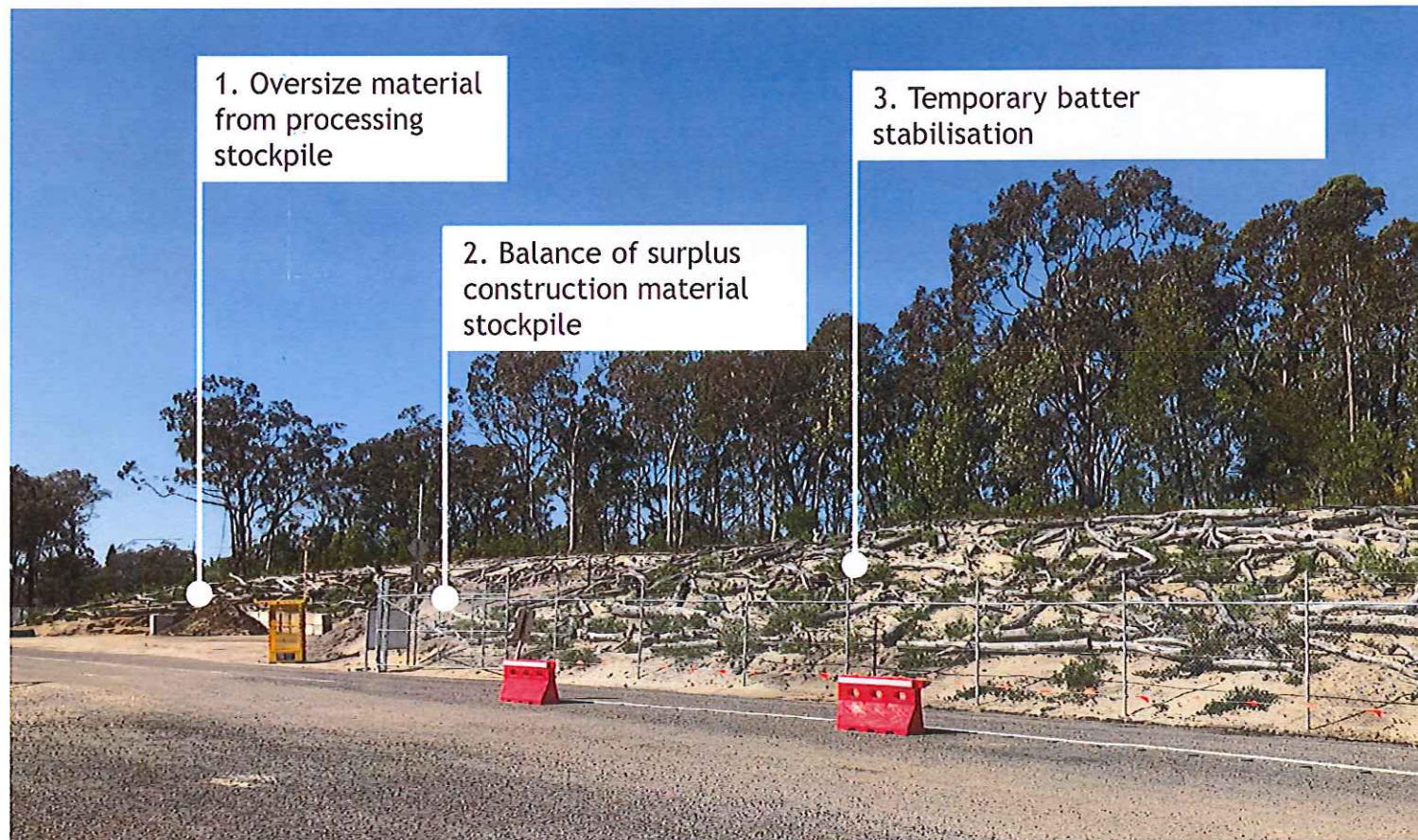


Photo 2 - Site entrance looking to the south east

The site in August 2020



Photo 3 - Weighbridge looking to the north



Photo 4 - Office, carpark and shed

The site in August 2020



Photo 5 - Plant & equipment shelter



Photo 6 - Weighbridge looking south

The site in August 2020

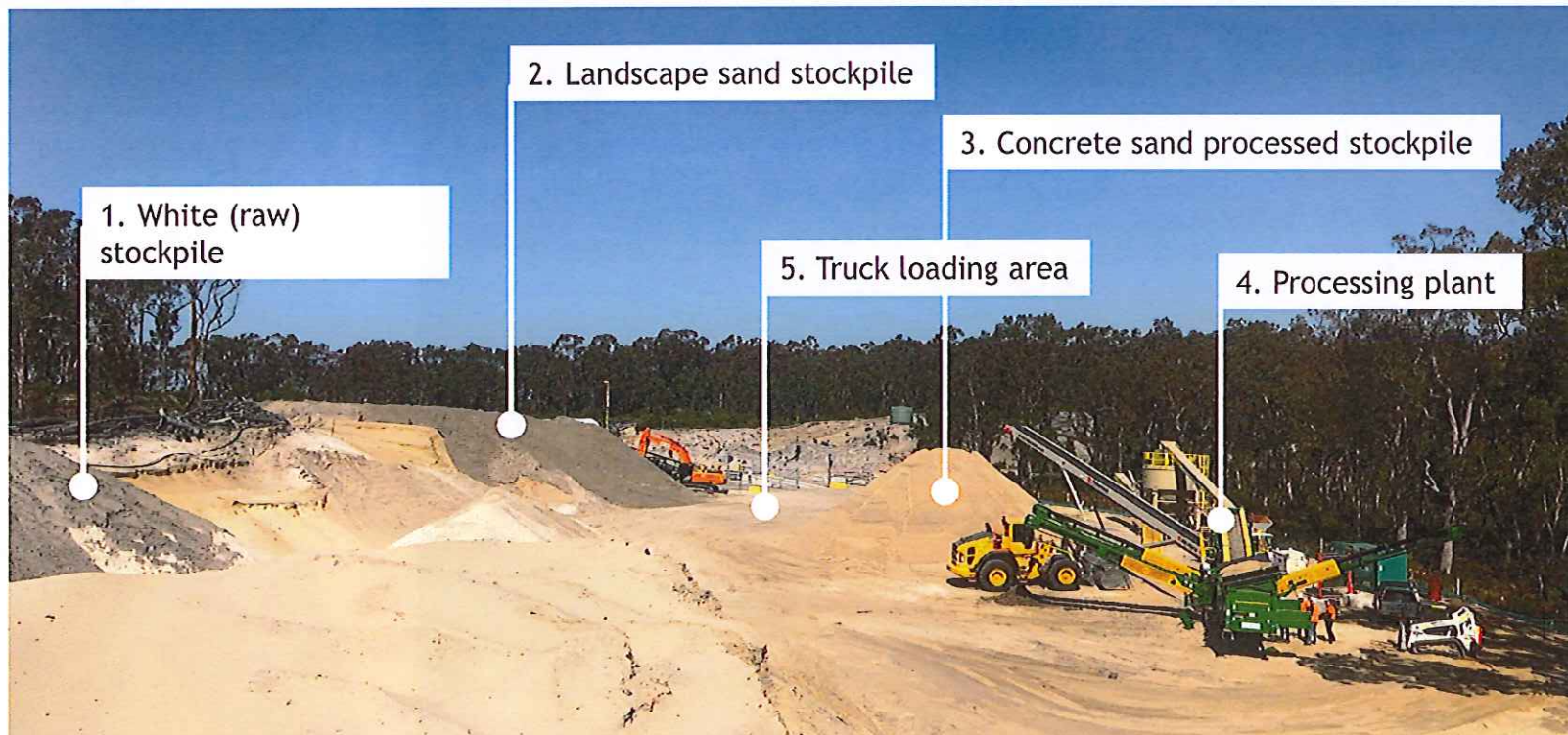


Photo 7 - Stage 1 looking to south

The site in August 2020



Photo 8 - Recently cleared Stage 1A & Stage 1 raw stockpiles, looking to the south west

The site in August 2020

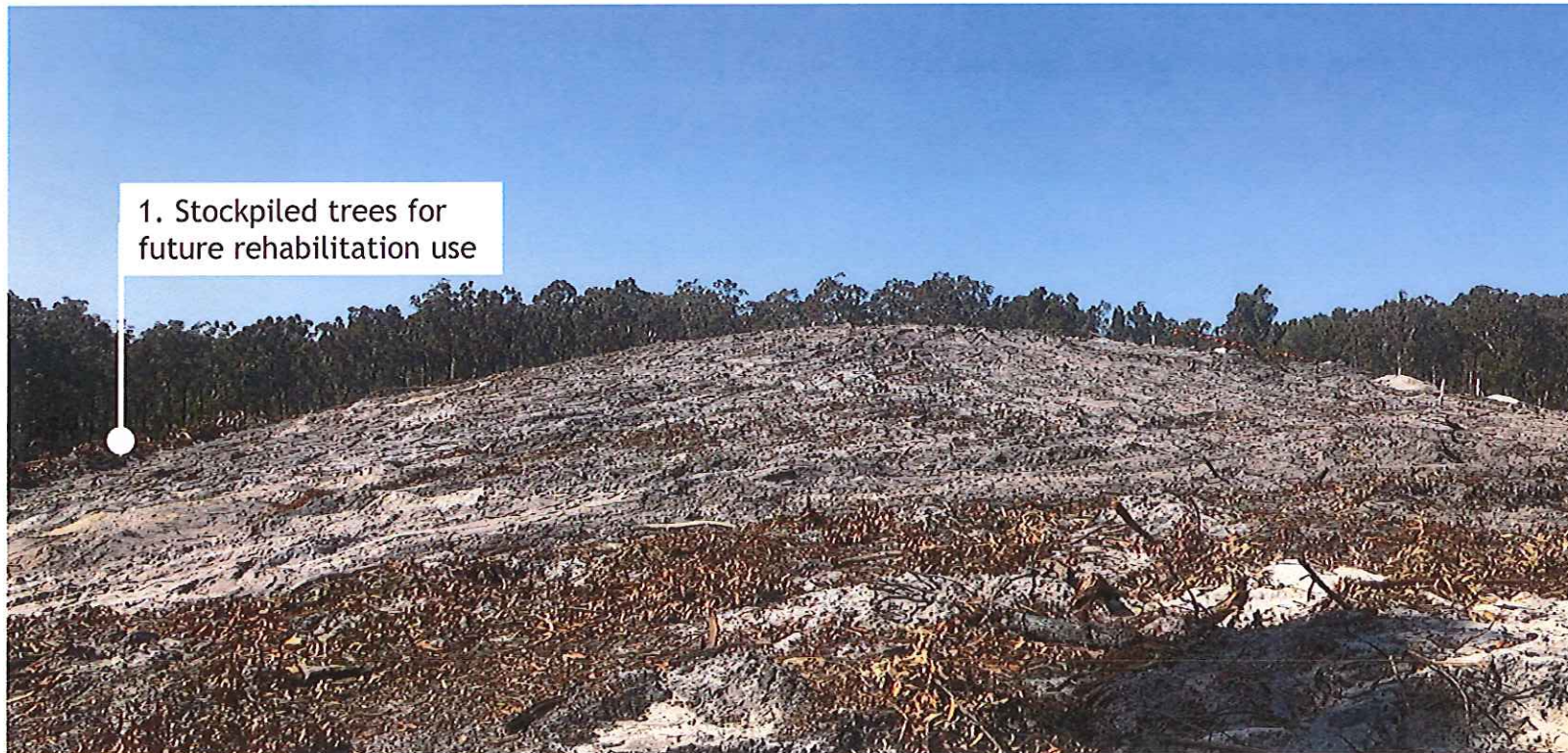


Photo 9 - Recently cleared Stage 1A & 2, looking to the south east

Questions?

More Information

- ▶ www.newcastlesand.com.au
- ▶ Quarry Manager - Paul Bourne - 0402 648 079

