

**BRANDY HILL QUARRY COMMUNITY CONSULTATIVE COMMITTEE  
MINUTES OF MEETING HELD FRIDAY 9 MARCH 2018  
AT HANSON'S COTTAGE, 888 CLARENCE TOWN ROAD, SEAHAM**

<b>PRESENT</b>	<b>NAME</b>	<b>ORGANISATION</b>
	Lisa Andrews (LA)	Independent Chairperson
	Margarete Ritchie (MR)	Community Representative (Resident & member of Brandy Hill/Seaham Action Group, and Voice of Wallalong & Woodville)
	Neil Ritchie (NR)	Community Representative (Resident & member of Brandy Hill/Seaham Action Group and Voice of Wallalong & Woodville), Martins Ck Quarry Action Group, Seaham Rural Fire Service
	Peter Rees (PR)	Community Representative (Resident & Member of Voice of Wallalong & Woodville Inc.)
	Rob Adams (RA)	Community Representative (Resident)
	Pre McGee (PM)	Community Representative (Resident)
	Bronwyn White (BW)	Community Representative (Resident) <i>arrived at 6.20pm</i>
	James Moore (JM)	Community Representative (Resident & member of Brandy Hill/Seaham Action Group and Voice of Wallalong & Woodville)
	Chantal Parslow Redman (CR)	Community Representative ( <i>Alternate</i> )
	Cr Paul Le Mottee (PLM)	Port Stephens Council delegate
	Andrew Driver (AD)	Hanson (Development Manager)
	Shaun Boland (SB)	Hanson (Quarry Supervisor)
	Chris Dolden (CD)	Hanson (Operations Manager)
	Paul Slough (PS)	Hanson (Acting Quarry Manager)
	Shaun Boland (SB)	Hanson (Production Supervisor)
	Belinda Pignone (BP)	Hanson (Environmental Graduate)
	Nicholas Warren (NW)	RW Corkery (Snr Environmental Consultant) <i>Invited guest.</i>
	Ellen Davis-Meehan (EDM)	Key Insights (Director) <i>Invited guest.</i>
<b>APOLOGIES</b>	Nil	

The committee members met at 5pm at the Brandy Hill Quarry (1111 Clarence Town Road, Seaham) and were introduced to the site management team. Members were shown the site via 4WD vehicles. Concerns regarding blasting impacts for Giles Road residents were raised. Hanson staff offered to visit the property to investigate the matter and undertake monitoring. The group also inspected the bund wall, which is undergoing construction on the north/eastern boundary facing Clarence Town Road to store over-burden. The site inspection finished at 6pm and members drove to the Hanson owned cottage at 888 Clarence Town Road, Seaham for the CCC meeting.

<b>WELCOME</b>	The Chair opened the meeting at 6.13pm, welcomed all attendees to the meeting & thanked the Hanson team for organising the site visit. The new community representatives were introduced as well as the two consultants.	<b>New members:</b> Pre McGee, Bronwyn White, Chantal Parslow Redman & James Moore. <b>Consultants:</b> Ellen Davis- Meehan and Nicholas Warren. MR asked whether there could be two PSC representatives: Paul LeMottee as the councillor and a staff administrative person such as Karen Forsythe. LA responded that PLM is PSC's nominated delegate. PLM advised that he would seek answers from staff as required.
<b>DECLARATION OF INTEREST</b>	LA advised that she is an approved Independent Chairperson with the Department of Planning and Environment and engaged by Hanson to chair the CCC.	

	Chair asked all present if there were any changes to previously made declarations.	Nil												
<b>FINALISED MINUTES</b>	The minutes from 30 <sup>th</sup> March 2017 were finalised and sent to CCC members on 4 <sup>th</sup> May 2017.													
<b>BUSINESS ARISING</b>	<p><b>ACTION ITEMS FROM MEETING HELD ON 30<sup>th</sup> MARCH 2017</b></p> <table border="1"> <thead> <tr> <th>ITEM</th> <th>ISSUE</th> <th>WHO</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>MR to meet with Cr Geoff Dingle to go through conditions of original Licence to Operate</td> <td>MR</td> </tr> <tr> <td>2</td> <td>Advise CCC members of next meeting</td> <td>LA</td> </tr> <tr> <td>3</td> <td>Link to Major Projects website to access BHQ application</td> <td>LA (included in minutes)</td> </tr> </tbody> </table>	ITEM	ISSUE	WHO	1	MR to meet with Cr Geoff Dingle to go through conditions of original Licence to Operate	MR	2	Advise CCC members of next meeting	LA	3	Link to Major Projects website to access BHQ application	LA (included in minutes)	<p>1 - Cr Dingle no longer with PSC. MR contacted Karen Forsythe at PSC. Documentation obtained by BHSAG from PSC show that Hanson has not been explicitly granted 24/7 operations and that the approved hours of operations are 6am to 6pm – 6 days per week. Hanson confirmed that it has legal opinion that the Consent does not restrict the operating hours of the Quarry. BHSAG &amp; VOWW community representatives dispute this interpretation.</p> <p>2 – Complete</p> <p>3 – Complete</p>
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2	Advise CCC members of next meeting	LA												
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<b>CORRESPONDENCE</b>	<ul style="list-style-type: none"> <li>• 26/5/17- Email from DP&amp;E regarding interest from a community member wishing to be involved in the CCC. Email sent to resident the same day.</li> <li>• 20/8/17 – Email to CCC members advising that Key Insight has been engaged by Hanson to conduct an independent review of its Social Impact Statement. There were various emails back and forth with Ellen Davis-Meehan making arrangements for the Community Meeting, which was arranged at Neil &amp; Margarete Richie's home on 15/9/17.</li> <li>• 26/9/17 – Email to CCC members with the draft minutes from the 15/9/17 Community Meeting.</li> <li>• 17/11/17 – Email to members with the finalised minutes from the community meeting as well as EDM's notes, a copy of the development consent and copy of correspondence from Hanson.</li> <li>• 24/11/17 – Email to members with a 'Save the Date' for the CCC proposed for 19/12/17.</li> <li>• 28/11/17 – Email to members with further information on the content of the proposed meeting as well as a proposed running agenda for the site tour, etc.</li> <li>• 30/11/17 email from NR seeking that James Moore and Bronwyn White be added to the CCC and requesting that a discussion of mitigation measures from the BHSAG submission be placed on the agenda.</li> </ul>	<p><i>Note: The correspondence was not read out at the meeting due to time constraints.</i></p>												

	<ul style="list-style-type: none"> <li>• 1/12/2017 email response to NR noting the request and happy to accommodate; also stating that the Key Insights report should also be available prior to the meeting.</li> <li>• 1/12/17 – Email to members postponing this meeting due to a lack of a quorum.</li> <li>• 5/12/2017 NR reply to LA regarding advertising for new committee members.</li> <li>• 6/12/2017 advice to NR that no objection raised with Bronwyn White attending the next meeting as an observer.</li> <li>• 18/12/17 – Email to members with a copy of the advertising calling for new nominations to join the CCC. There were emails back and forth from interested applicants.</li> <li>• 19/12/2017 Email from MR regarding the inclusion of "other industry" in the composition of the CCC.</li> <li>• 29/12/17 – Email to Port Stephens Council seeking confirmation of its preferred delegate</li> <li>• 29/12/17 – Email to Wahroonga Aboriginal Corporation inviting them to nominate</li> <li>• 29/12/17 – Email to Worimi Aboriginal Land Council inviting them to nominate</li> <li>• 29/12/18 – Email to Port Stephens Lower Business Chamber, inviting them to nominate</li> <li>• 3/1/18 – Email from Worimi advising that the area is under the Mindaribba LALC area</li> <li>• 3/1/18 – Email from Port Stephens Council advising that the matter will be considered at the 1<sup>st</sup> Council meeting of the year (13/2/18) and advice will be provided after that meeting</li> <li>• 11/1/18 – Email to the Mindaribba Aboriginal Land Council inviting them to nominate</li> <li>• 11/1/18 – Letter to Lower Port Stephens Business Chamber after emails kept bouncing back. (<i>This letter was RTS.</i>)</li> <li>• 20/1/18 – Email to Neil &amp; Margarete Ritchie reminding additional BHSAG members to nominate</li> <li>• Various emails received from applicants.</li> <li>• 22/1/18 – Email to existing members with a Save The Date for this meeting</li> <li>• 12/2/2018 Email to members advising that a report has been submitted to the Department of Planning and Environment for its consideration of additional members</li> </ul>	
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	<ul style="list-style-type: none"> <li>• 14/2/2018 email from PSC advising that Cr Paul Le Mottee would be Council's delegate on the CCC.</li> <li>• 28/2/2018 Email from NR requesting an agenda item; that Hanson provide an answer regarding the requirement from DP&amp;E to address the submission made to it from BHSA.</li> <li>• 2/3/18 – Email to members with the Meeting Notice for this meeting.</li> <li>• 5/3/18 – Email to members with an agenda for this meeting.</li> </ul>	
<p><b>RESPONSE TO SUBMISSIONS (RTS)</b></p>	<p>Nicholas Warren from RW Corkery provided a hard copy of the "Project Summary" to all attendees. He provided an update on the preparation on the RTS and what additional works are being undertaken to respond to agency and community comments.</p> <p>A presentation including the site layout and final landform was provided:</p> <p><u>Rehabilitation:</u> Details were provided on the water modelling information used in the event of a major rainfall incident (capacity of sedimentation dams).</p> <p><u>Processing Plant:</u> Concerns were raised about receiving concrete waste into the site for recycling. Hanson confirmed that the proposed recycling plant is required to meet the business needs of Hanson (20k t/per year) and there are no intention to process general concrete waste from other businesses at this time</p> <p><u>Air Quality:</u> Additional assessment being undertaken in accordance with EPA guidelines. The safety of staff and neighbours is paramount.</p> <p><u>Noise:</u> Additional monitoring is being undertaken. Noise mitigation solutions being explored.</p> <p><u>Blasting:</u> CPR raised concern with the impacts that blasting is having at her property; vibration, etc.</p> <p><u>Pedestrian Safety:</u> Discussions were held regarding possible pedestrian/cycle ways along Brandy Hill Drive.</p> <p>PLM, NR &amp; PR expressed concerns that the agenda item "Response to Submissions" did not address the requested agenda item and that Hanson has not provided anything to this CCC about the mitigation measures requested in the BHSA submission, including road and footpath improvements.</p> <p>PLM requested specific advice on when the RTS would be available. NW informed the CCC that additional reports needed to be prepared to address the issues raised.</p>	<p><b>Questions were asked and answered throughout the presentation.</b></p> <p><b>PR sought clarification on the "Project Summary" as the community members were expecting a presentation on Hanson's formal Response to Submissions. He stated that there may be differences between the Project Summary &amp; the EIS, therefore reserving his opinion.</b></p> <p><b>EPA website link for air monitoring:</b>  <a href="http://www.environment.nsw.gov.au/topics/air/monitoring-air-quality/lower-hunter-and-central-coast/monitoring-stations/beresfield">http://www.environment.nsw.gov.au/topics/air/monitoring-air-quality/lower-hunter-and-central-coast/monitoring-stations/beresfield</a></p> <p><b>SB to contact CPR about placing a dust monitor on her property. PS &amp; SB to arrange to meet on site to investigate.</b></p> <p><b>AD enquired where S94 contributions and the road levy paid to PSC were being spent.</b></p> <p><b>It was explained that the Response to Submissions (RTS) was an update on the preparation of the documentation for submission to DP&amp;E. Once tendered, it will be available on the Department's website.</b></p>

<b>SOCIAL IMPACT REVIEW</b>	<p>Ellen Davis-Meehan from Key Insights provided an overview of key findings to the CCC and recommended ongoing engagement. She acknowledged that there had been a breakdown in trust between Hanson and the community, which may take some time to resolve. EDM advised that her report had been submitted to Hanson, which will form part of the company's RTS back to the Department of Planning &amp; Environment.</p> <p>It was recommended that the Community Sponsorship Program be formalised &amp; finalised to ensure equity for all community groups.</p>	<p><b>CCC to be advised when the RTS is sent to DP&amp;E and include a link to EDM's report.</b></p> <p><b>Action item.</b></p>
<b>TRAFFIC</b>	<ul style="list-style-type: none"> <li>• Proposed traffic levels <ul style="list-style-type: none"> <li>❖ Traffic Impact Assessment results indicated 452 loads per day (904 movements)</li> <li>❖ Road Noise Impact Assessment result 331 loads per day (662 movements)</li> </ul> </li> <li>• Drivers' Code of Conduct</li> <li>• Road safety</li> <li>• Cumulative impacts (from Martins Creek Quarry (MCQ). Concerns were raised about the lack of communication between MCQ/Hanson &amp; its traffic consultant.</li> <li>• Traffic Speed Monitor - CD informed CCC of traffic speed monitor recently used at another Hanson Quarry. Recommended that similar system be used on Brandy Hill Drive to alert all drivers of their speed.</li> <li>• JM raised concern that "near misses" are not recorded by Council or RMS.</li> </ul>	<p><b>Copy of Drivers' Code of Conduct to be provided to CCC members.</b></p> <p><b>PS &amp; JM to investigate potential location of a speed monitor and approach property owner.</b></p> <p><b>AD to contact RMS about lowering the speed limit on Clarence Town Road.</b></p>
<b>GENERAL BUSINESS</b>	<p>CD advised of being contacted by the EPA concerning a complaint that has been received regarding noise.</p>	<p><b>Hanson has requested further information so they can investigate the matter, including direct contact with the complainant to mediate the issue immediately.</b></p>
<b>NEXT MEETING</b>	<p>It was agreed that a date for the next meeting would not be scheduled until the Response to Submissions had been finalised and was available to the CCC members for review.</p>	<p><b>LA to liaise with Hanson and advise CCC members regarding proposed meeting date, once known.</b></p>

**Meeting closed at 8.45pm with LA thanking all CCC members for their attendance.**

## ACTION ITEMS

ITEM	ISSUE	RESPONSIBILITY
1	CCC to be advised when the RTS is sent to DP&E. Link to EDM's report to be included.	AD/LA
2	Community Sponsorship Program to be finalised	AD
3	PLM to obtain information from PSC regarding the levy (cents p/t) paid by Hanson	PLM
4	Copy of Drivers' Code of Conduct to be provided to members	BP
5	Identify appropriate location for Visual Messaging Sign (VMS) on Brandy Hill Drive	JM & PS
6	Hanson to speak to Roads & Maritime Service (RMS) about lowering speed limit	AD
7	Any Council matters to be directed to PLM two weeks prior to each meeting to enable information to be provided at the CCC	All CCC members
8	Hanson to investigate "Industrial Noise" being heard in Giles Road	CD & PS
9	Email electronic version of presentation as well as "Project Summary" sheet	LA

# Link to Major Projects website to access BHQ application:

[http://majorprojects.planning.nsw.gov.au/index.pl?action=view\\_job&job\\_id=5899](http://majorprojects.planning.nsw.gov.au/index.pl?action=view_job&job_id=5899)

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