



Location: Video Conference via Microsoft Teams
Date: 26.11.2024
Meeting Start Time: 4:34pm
Attendees: SBI upper management, EPA, RBG, Committee Members

MINUTES

1. **Attendance and Apologies**
2. **Welcome to Country**
3. **Endorsement of previous minutes (20/08/2024)**
 - a. Committee member raised the following:
 - i. Minutes on website, was not the latest endorsed – SBI – upload failure, will be rectified
 - ii. Email notification of minutes being published to cite the meeting date – SBI noted
 - iii. Queried the date of the previous meeting in the minutes – SBI clarified yymmdd
 - b. SBI confirmed minutes are DRAFT until endorsed
 - c. Committee member highlighted the delay in previous minutes being issued – SBI acknowledged its once off failing to ensure the minutes were out in a timely manner
 - d. Previous minutes moved and seconded.
 - e. Minutes updated on website – actioned 27/11/2024.
4. **EXISTING ACTION ITEMS - OPEN:**
 - SBI investigating options for a neutral chair [**remains OPEN**]
 - Revisit the CCC Engagement Plan, and re-circulate on completion [**remains OPEN**]
 - FAQs updated in consideration of community questions [**ONGOING**]
5. **NEW ACTION ITEMS - OPEN:**
 - a. SBI to follow up on status of Infringement Notice #718617 (Note from SBI post meeting – all three infringements were paid by each respective due dates.)
 - b. EPA Health Team feedback regarding SBI dust sampling and analysis from April 2024 requested, will not be completed as Improvement notice regarding dust overrides all previous items.
6. **OPERATIONAL UPDATE - SBI**
 - a. H2S scrubbers and flare
 - o Key milestones detailed
 - 30/09/2024 EPA granted Development Licence Amendment
 - 09/10/2024 EPA approved SBI's Commissioning Plan
 - 10/10/2024 SBI started scrubbers
 - 25/10/2024 ESV (operational) certification received
 - o Scrubber Progress upon start up detailed
 - Teething issues, breaches in oxygen levels
 - Iterations with nutrient content
 - Tried use of potable vs groundwater
 - Recirculation of LFG successful, facilitating continuous operation
 - Remote support from Organics, onsite support from installation contractors
 - Internal training of multiple SBI staff



- Organics Update
 - Pending return to site
 - Commissioning to continue
- RBG advised significantly reduced odours
- b. Odour & Reports
 - SBI generated graph showing Odour and Dust Complaints December 2023 to present.
 - SBI generated graph showing Odour Reports to EPA and detailing those not attributable based on wind direction or alternate odour source identified, and those unable to be reviewed due to insufficient information relayed by EPA to facilitate this.
 - EPA resumed odour and dust report forwarding 09/09/2024
 - Info relating to odour now excludes street names
 - Info relating to dust cites dust observed above the site
 - SBI are unable to complete real-time odour/dust reviews due to delay and lack of info in receiving reports from EPA
- c. SBI Actions re: Site Security
 - Transfer Station fully enclosed
 - Security patrols, 7 nights a week, multiple site entries per night
 - Site signage updated to reflect additions
 - Dogs remain onsite
- d. Christmas 2024/New Year 2025 Shutdown Protocol:
 - Close Tuesday 24th December 2024
 - Reopen Thursday 2nd January 2025
 - SBI caretaker/operator remains onsite during the period
 - Daily onsite presence by key Environmental & Operational Team
 - Critical processes will remain operational
 - No significant change to procedures and/or processes
 - On Call staff advised

7. REGULATORY UPDATE re EPA

- a. EPA site inspections:
 - i. 03/09/2024 – general environmental compliance
 - ii. 02/10/2024 – CEO visit, on invitation by SBI Directors
 - iii. 16/10/2024 - general environmental compliance
- b. EPA Community Updates:
 - i. Last update 30/10/2024
 - ii. Illegal burns on neighbouring property
 - iii. Complaints unverified by SBI, due to lack of info
- c. Improvement Notices Open:
 - i. IMPN6050 re: EPA auditor-verified RMMP site security measures
- d. Environmental Action Notices:
 - i. Issued 25/11/2024 re Dust Management
 - ii. SBI will continue to work closely with EPA to achieve the best practicable outcome

For further details please view on EPA website [here](#).

8. REGULATORY UPDATE re City of Casey



- a. Planning permit amendment application remains under review.

9. COMMUNITY FEEDBACK

Two committee members advised no complaints or discussion has been had regarding SBI on various social media platforms.

10. COMMUNITY QUESTIONS – DIRECTED TO SBI

- Q. Any interest received for the position of the neutral chair?
- A. No interested received. Will try again 2025. (Note from SBI post meeting – SBI have approached 3 suitably qualified individuals, all of whom have advised they have no capacity to take on the task)

- Q. Has the stakeholder management plan been sent out?
- A. Original was circulated, review is currently internal. Once in draft it will be sent out to CCC.

- Q. Questions related to noise and dust from community.
- A. As per the discussion and the improvement notice received, SBI will work with EPA to come to the best outcomes. As this is a highly specialized field, SBI will defer to our expert consultants to work with the EPA's Science team.

- Q. Member has advised no complaints received. Whatever is happening seems to be working. Confirmed by a second member.
- A. SBI responded, was grateful for the feedback.

- Q. Would a new Counsellor be considered as committee member?
- A. Yes, they would be welcome to apply.

- Q. On Melbourne Cup Day, a committee member observed motorbike riders on and around the SBI site, and notified local police. Did local police follow with SBI staff?
- A. No.

11. COMMUNITY QUESTIONS – DIRECTED TO EPA, QUESTIONS SUBMITTED TO EPA VIA EMAIL AHEAD OF MEETING

- Q. What quantity of crushed material are SBI allowed to store onsite under current A13b permit?
- A. No specific limit, only limit applies to waste. Clarified this question was related to crushed material (product) and not waste – suggested by member to use word “aggregate”. EPA advise they regulate waste and not feedstock or product. Environmental risk is managed by the RMMP and GED. SBI added the application for an A13a operating licence will be re-submitted soon.

- Q. What is the status of the recent VCAT proceedings?
- A. Proceedings commenced on 22 October 2024, currently adjourned to February 2025.

- Q. Have SBI paid all their fines? And have any notices been overturned?
- A. SBI had been issued with three fines, 2 of which EPA confirmed as paid. The third SBI to follow up. (Note from SBI post meeting – all three infringements were paid by each respective due dates.)

- Q. Civil proceedings project fund status?
- A. EPA to make a decision on a project by 1 December 2024, else the money goes into the EPA project fund.



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Q What dust testing will EPA carry out?

A EPA do not conduct testing.

Q Will there be an opportunity for the community to object to the A13a application?

A No.

12. MEETING CLOSE: 5:19pm

13. NEXT MEETING: Tuesday, 25th February 2025, CONFIRMED