

Gerroa Sand Resource Community Consultative Committee

Minutes of the Meeting of the Gerroa Sand Resource CCC

Held on: 15/2/2024 – 10:45am to 12:58pm

At: Cleary Bros Gerroa Sand Resource

Chaired by: Mr Brian Weir PSM

Attended

Mr Kel Sekulic, Community Representative

Mr Stephen Brazier, Community Representative

Mr Warren Holder, GEPS Representative

Mr Todd Kalajzich, Cleary Bros Representative

Mr Mark Hammond, Cleary Bros Representative

Apologies

Cr Mark Croxford, Kiama Municipal Council Representative

Declarations of interest

The usual interests being Messrs Hammond and Kalajzich being employees of Cleary Bros, and the Chairperson being paid a meeting fee, were declared.

Agenda item discussion

Item 1. Site visit

All members met at the site office.

All members completed a visitor induction including safety protocols. Members were asked what issues they would like to inspect. SB requested to view the biodiversity areas on the eastern side of the existing dredge pond. WH requested to view the new cultural heritage area. KS requested to view the weather station and new planting screen. MH suggested that the inspection commence by viewing the processing plant and current dredge operations.

The inspection then commenced. All members were driven to the processing plant and around the product sand stockpile, then through the conservation area 1.1 to the new dredge pond. Members viewed the dredge at this point. It was not operating, but return water was being pumped back into the dredge pond and this was observed. Members then viewed the water monitoring station at the Blue Angle Creek floodgates. They were then driven to the weather station, and then past the new cultural heritage area to view the new visual screen. Members were then driven back past the site office and along the access track around the southern and eastern side of the existing dredge pond through the biodiversity area to view the vegetation. Members were then driven back to the site office for the scheduled meeting.

At various sites, members had stopped and discussed various aspects of the works, plantings, and rehabilitation of old sites eg. lantana growth.

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The meeting commenced at 12:05pm.

Matters arising from inspection

SB asked about the progress of weed management in line with the commitments made in the Annual Review and which he had also raised at the June meeting.

TK responded that Cleary Bros are currently reviewing resourcing for environmental works, which will include weed management.

SB asked whether Cleary Bros had contacted the Illawarra District Weeds Authority (IDWA) regarding the lantana on the road reserve.

MH explained that Cleary Bros had talked to the IDWA recently but they were more concerned about other priority weeds, particularly bitou bush and parramatta grass, and that lantana wasn't currently a focus for them due to its local prevalence.

SB referred to the newly released CCC Guidelines and thanked the Chairperson for distributing this information.

The Chairperson then gave an outline and explanation of the new governance provisions of the CCC Guidelines.

SB asked whether he could be given a hard copy of the CCC Guidelines.

MH agreed to print and send a hard copy to SB.

Item 2. Welcome and Apologies

The Chairperson opened the meeting and welcomed all Members and acknowledged the Traditional Owners of the Land on which the meeting was being held and paid his respects to Elders Past, Present and Emerging.

The Chairperson acknowledged the usual declarations of interest being Messrs Hammond and Kalajich as employees of Cleary Bros, the Chairperson as paid a meeting fee.

Item 3. Business Arising from previous meetings dated 22 June 2023 and 31 August 2023.

No further matters raised.

Item 4. Correspondence

No correspondence sent or received.

Item 5. Cleary Bros reports and overview of activities

The Chair invited Mr Hammond to speak to the report, and invited comment and feedback from committee members on each item in turn.

MH responded that the report as presented remains current and that there was nothing further to add.

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SB asked about the comment in the Annual Review that nearly all plantings within the designated revegetation areas have been completed, and queried whether all there were still outstanding plantings remaining.

MH explained that this comment was a quote from the 2018 annual survey report from Kevin Mills, which was valid at the time. MH clarified that these plantings have since been completed several years ago.

KS asked what metals had been detected in the sampling.

MH responded that dissolved aluminium and vanadium had returned concentrations in the dredge ponds, and, at times these were above the trigger levels. Concentrations of dissolved aluminium, boron, and vanadium had been detected at both upstream and downstream Blue Angle Creek monitoring sites above the trigger levels. Dissolved iron and aluminium were recorded above the trigger levels for the groundwater bores, including the background bore to the west of the site. These reflected the background conditions with the trigger levels to be reviewed in the next 6 months so that they would detect any changes in water quality, rather than just recording the baseline.

KS asked about the concentrations of iron in the groundwater and aluminium.

MH explained that the concentrations of dissolved iron and aluminium were highest in the background bore to the west of the site, recording 87.7 mg/L dissolved iron and 6.6 mg/L dissolved aluminium in the most recent sample. The high iron concentration is likely related to the acid sulphate soils present in the area of this bore. MH clarified that aluminium was generally present in the soil, however may be dissolved and mobilised when the pH drops below 5.5. This is one of the reasons for monitoring pH in the dredge ponds and Blue Angle Creek.

Item 6. Other Agenda Items

a) Review new CCC Guidelines:

The Chair noted, as explained earlier, that there had been an update to the CCC Guidelines, with the new Guidelines distributed to all members prior to the meeting. The Chair noted that there were numerous new governance requirements including a Terms of Reference document, Workplace Health and Safety requirements, and declarations for a member's code of conduct and member's declaration of interests.

i. CCC Terms of Reference (as attached)

The Chairperson tabled the new CCC Terms of Reference template, which had been shared with all members prior to the meeting. The Chair outlined each of the sections of the template, and the committee agreed on the content to be included in the Terms of Reference for the Cleary Bros Gerroa Sand Resource CCC. Minor changes were made to the timing of receiving feedback on agenda items.

The committee **agreed and adopted** the Terms of Reference document for the Gerroa Sand Resource Community Consultative Committee (see attached).

ii. Composition and operation of CCC

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The Chairperson noted that the Terms of Reference include an allowance for a Shoalhaven City Council Representative, based on the original consent conditions, and committed to writing to Council to invite them to once again participate in the CCC.

iii. Other governance matters

The members agreed to and executed the Code of Conduct and Interest Declaration during the meeting.

b) 2022 Annual Report

The Chairperson advised that they are working on the draft annual report covering the past years activities and he will distribute the draft report to the committee as soon as possible.

Item 7. General Business

No general business was raised by any members.

Item 8. Next Meeting

Mr Hammond suggested that the next meeting be held on August 29, 2024.

Meeting concluded 12:58pm

Action Items

Action	Responsible	Status
Send hard copy of CCC Guidelines to SB	MH	
Finalise the Terms of Reference and other governance matters	BW	
Annual report on the operation of the CCC to be drafted and distributed to members	BW	
Write to Shoalhaven City Council inviting representation on the CCC	BW	

Other comments

Nil

Upcoming meetings

August 29 2024 10:30am at the Gerroa Fishermans Club.

Item 5 – Gerroa Sand Resource CCC Meeting 15th February 2024

Cleary Bros reports and overview of activities

Progress of the Project

Total sand transported from the Gerroa resource in FY24 to 31 January was 48,030 tonnes. Cleary Bros continue to supplement the Gerroa sand supply with manufactured sand produced at our Albion Park Quarry. Production rates are expected to continue close to the upper production limit of 80,000t/year. Sand is currently being produced from the modification area.

Since the last regular CCC meeting in June 2023, the following activities have been undertaken associated with the commencement of extraction in the modification area:

- Completion of tree screen planting.
- Installation of continuous water monitoring station in the new dredge pond.
- 2023 winter noise monitoring of site operations. This will now be continued annually

Upcoming works associated with the modification area include:

- Salvage of indigenous artefacts from the West and Middle areas in accordance with the Aboriginal Cultural Heritage Management Plan.

Site Visit

A site visit is planned to be undertaken prior to this meeting.

Monitoring and environmental performance

Meteorology

Automatic weather station (AWS) is currently operating well. Rainfall recorded for FY24 to 31 January 2024 was 626.0mm. Rainfall was very low from July to October, with between 10 and 60mm rain recorded in these months, while November and December both recorded above 200mm. January recorded 47mm. These measurements are generally consistent with the Kiama Bureau of Meteorology weather station, which recorded 646.8mm over the same period. The tipping bucket rain gauge was also calibrated during the period to ensure it was recording correctly. The rainfall for this seven month period is very close to the long term average for Kiama (of 619mm), however due to the higher rainfall totals in November and December, ground conditions are currently fairly wet.

Noise

The 2023 winter noise monitoring was undertaken in June 2023. Noise levels were monitored in line with the Noise Monitoring Plan at the 6 nominated locations around the quarry, during normal operations. Quarry-related noise was not audible at 5 of the 6 locations. At the Coralea monitoring site, noise from a grader at the quarry was occasionally audible with a noise level of less than 36 dB(A), however was never the dominant noise component, and was below the noise criteria of 40 dB(A).

All measurements of noise are within the criteria of the Development Consent.

Air Quality

Average annual dust levels in all gauges are currently below the historical averages for each site. Dust gauges 1A, 2A, and 4A are averaging 1.3g/m²/month, 1.9g/m²/month, and 0.3g/m²/month respectively for the previous 12-month period.

All measurements of air quality are within the criteria of the Development Consent and Environment Protection Licence for the Quarry.

Surface Water and Acid Sulphate Soils

All monitoring of the dredge pond has been in accordance with the Development Consent.

The existing dredge pond has shown reasonably stable pH levels, at around 7.5, with the deeper pH probe generally reading slightly higher, suggesting the acid sulphate soil treatment has been effective. Alerts are set up on the automatic monitoring station to record any low readings.

The new dredge pond has shown very stable pH levels close to neutral since the automatic weather station was installed in August 2023.

Water levels in both ponds dropped consistently throughout Winter and early Spring in response to the below average rainfall, before rebounding somewhat following rainfall, particularly in December 2023. The drop in water levels during the period necessitated a lowering of the probes in each of the dredge ponds to ensure they continued recording.

The Blue Angle Creek floodgate surface monitoring site has shown considerable variability since installation of the station, due to a combination of rainfall runoff and tidal influences. Water levels change significantly

following rainfall, with smaller daily changes distinguishable, which are related to the effects of ocean tides. pH levels have also fluctuated, with stability around neutral pH levels observed during drier periods, and greater variability observed following small rainfall events. pH has remained neutral during the higher rainfall events in November and December.

Monitoring of the processed sand continues to show very low levels of oxidisable sulphur in the modification area. Monthly and quarterly sampling of the 5 surface water monitoring sites has shown concentrations of some dissolved metals above the interim trigger values for individual months, however these reflect the baseline for these sites. In line with the Water Management Plan, these interim trigger values will be revised in coming months to reflect the background environment, now that enough data points have been collected. Dissolved oxygen concentrations have also regularly measured below the interim trigger levels for both the upstream and downstream monitoring sites on Blue Angle Creek, which represents the background environment.

Groundwater

All groundwater monitoring has been in accordance with the Development Consent. Borehole levels have reduced across the monitoring network since the last meeting, in response to the drier conditions experienced throughout much of this period, although all bores rebounded in December 2023.

Groundwater quality is relatively stable, with a brackish influence noted in the bore close to Blue Angle Creek northeast of the new dredge pond, as well as the background bore located approximately one kilometre west of the new dredge pond. Other bores close to Blue Angle Creek exhibit very low salinity levels.

Rehabilitation and Revegetation

Rehabilitation works are now in the maintenance phase. The current priorities have been updated in the revised Landscape and Rehabilitation Management Plan now approved and will direct works over the next 5 years.

The vegetation screen along the western limit of the modification area has now been planted out in its entirety, with maintenance of this zone continuing as required (see figure on following page).

Infill planting was undertaken in Zone 2C.2, with 56 seedlings planted.

Otherwise, weed control works since the last meeting have focused on lantana control principally along the sides of access tracks, as well as along the Crooked River Road corridor.

Ongoing management of all areas continues based on the advice provided in the quarterly internal inspections and annual inspections by an ecologist.

Community Complaints

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

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)

6/2/2024

Figures



Figure 1 – Tree screen during planting in August 2023

GERROA SAND MINE COMMUNITY CONSULTATIVE COMMITTEE

TERMS OF REFERENCE

The Cleary Bros Gerroa Sand Resource Community Consultative Committee Terms of Reference is in accordance with the NSW Department of Planning and Environment's "Community consultative committee guideline: State Significant Projects 2023".

Purpose of the Community Consultative Committee.

The committee has been established to provide a forum for open discussion between Cleary Bros. representatives, representatives of the community, stakeholder groups and local government on issues directly relating to the Cleary Bros Gerroa Sand Resource.

Purpose and scope:

The purpose of this committee is to serve as a forum for ongoing communication about the project and its environmental performance. It is not a decision-making body but performs an advisory and consultative role.

The scope of this committee includes:

- * discussing the resolution of community concerns and complaints
- * discussing the implementation of any conditions of approval or consent and management plans
- * consulting on any proposed amendments or modifications to projects
- * reviewing the results of any monitoring, annual reviews or independent audits
- * consulting on any community initiatives
- * conducting site visits to view the project.

Committee Membership.

Chairperson:

The appointed chairperson is Brian Weir PSM.

Committee members:

Kel Sekulic	Community Member
Stephen Brazier	„
Warren Holder	Gerroa Env't Prot'n Society Representative
Cr Mark Croxford	Kiama Municipal Council Representative
Vacant	Shoalhaven City Council Representative
Mark Hammond	Cleary Bros (proponent) Representative
Todd Kalaczich.	„

Meeting frequency, location and timing.

Meeting frequency:

The committee will meet at least 2 times for the year at the Gerroa Fisherman's Club.

The chairperson will give members at least 3 weeks' notice before a regular meeting.

Extraordinary meetings:

Any committee member may ask the chairperson to convene an extraordinary committee meeting if there are important and urgent matters requiring consideration.

The chairperson will decide if the extraordinary meeting is called for, or if the matters can be addressed in other ways.

The chairperson will give members 2 weeks' notice before an extraordinary meeting.

Site visits:

Site visits may be organised as needed, including as part of the regular meeting or immediately before the meeting for convenience.

Cleary Bros is responsible for ensuring that work health and safety measures are in place for all who attend the site visit. Committee members must follow any requirements of the proponent, including work health and safety requirements whilst on site.

Meeting venue and format:

Committee meetings may be held

- In person at the agreed location
- Via MS Teams/Zoom/Google meets or similar collaboration tool or
- As a mix of in-person and online meetings.

Meeting time:

The normal meeting time will be 10.30 to 11:30, unless the chairperson proposes an alternative.

Meeting procedures.

Meeting agenda:

The chairperson will call for agenda items at least 3 weeks before the scheduled meeting.

The chairperson will distribute the agenda and any supporting documents to committee members at least 2 weeks before the meeting,

The chairperson may decide if the committee will consider late items at the meeting or defer them to a following one. This includes:

- late agenda items raised after the agenda has been circulated,
- late supporting documents provided within a week of the meeting,
- late agenda items proposed by a committee member during the meeting.

The chairperson shall consider how much time the committee members will need to review and consider the matters adequately, if enough information has been provided to discuss the matter, as well as its urgency and importance.

Standard agenda items:

Declarations of interest should be included as a standard agenda item at the start of each meeting. It is the responsibility of each member to keep their declaration of interests up to date.

Annual agenda item:

A discussion and approval of these Terms of Reference must be included as an annual agenda item.

Meeting minutes:

The chairperson and an agreed note-taker (Mr Hammond) will take minutes for each committee meeting. The chairperson will be responsible for the minutes.

These minutes must accurately summarise the matters that were discussed at the meeting, including:

- any community feedback expressed, and enquiries made,
- any opposing views of members on a matter (recorded on request),
- any actions to be taken before the next meeting, who is responsible for them and by when.

The chairperson will distribute draft minutes to all committee members within 2 weeks of the meeting.

Committee members have 2 weeks to give their feedback.

The minutes will be finalised and published within 2 weeks of receiving this feedback.

If there are any disagreements between members on the minutes, the chairperson will have the final say on the matter.

Recording of meeting.

Only permitted with agreement beforehand of the chairperson and the committee.

Attendance and conduct.

Attendance:

The chairperson should be notified as soon as possible if a community or stakeholder group member cannot attend an upcoming meeting so that an appointed alternate member may be invited.

Other members should advise the chairperson in advance of the meeting if an alternate representative is attending on their behalf. Any alternate representatives must sign the committee members' code of conduct and declaration of interest form before attending their first meeting.

The chairperson may reconvene the meeting if not enough members (including at least one proponent member) can attend.

Observers, advisers and subject matter experts:

Observers may attend a meeting at the invitation of the chairperson. The chairperson may invite the observer to give input into the discussions of the committee.

The committee may call upon advisers or subject matter experts, including specialist environmental consultants or construction contractors, to attend meetings to give information as needed. The proponent will engage and facilitate the attendance of independent advisers or specialists for meetings, at the request of the chairperson.

The agenda will advise if non-committee members will attend.

Conduct:

Everyone in attendance at the meeting must act in accordance with the relevant code of conduct. Each committee member will verbally re-confirm their commitment to abide by the code of conduct on an annual basis. This shall be recorded in the meeting minutes.

Changes to membership.

The chairperson will inform the committee of any newly appointed member or other changes to membership.

Review.

The chairperson will annually review the committee's performance over the previous 12 months. The committee may update the terms of reference following the review.

AGREEMENT.

The Cleary Bros Sand Resource Community Consultative Committee agrees to these Terms of reference as at 15/2/24 and they will remain in force until otherwise changed, replaced or voided.

Sgd.

B A Weir PSM

Chairperson 15/2/24.
