

Community Liaison Committee Meeting

Minutes

Date: Wednesday, 19 May 2016
Time: 10:15am
Location: 60 Gardner Lane, Poowong

Meeting Called By	GBP Australia Pty Ltd
Type of Meeting	Review Community concerns in regards to GBP Australia Pty Ltd proposed and future development.
Facilitator	Nick Murphy
Note Taker	Nancy Brennan
Timekeeper	Nancy Brennan
Attendees	Representing Poowong Community: Heather Gregg, Matt Gray and Lynne Rogers Representing as South Gippsland Councillor: Lorraine Brunt Representing GBP Australia Pty Ltd: Ben Siegel, Nick Murphy and Nancy Brennan Representing EPA: Wendy Tao and Mikaela Power Representing Consulting Environmental Engineers and Scientists: John Anderson
Apologies	John Mandemaker – Poowong Community Bryan Sword - South Gippsland Shire Council
Non Attendees	Please note, members of the EPA will be consistently invited to all Community Liaison Committee Meetings as well as minutes of all meetings will be forwarded on to the EPA.

Once again we would like to thank everyone who attended today's meeting.

GBP Australia Pty Ltd are really looking forward to creating some strong ties with the new committee and establishing a solid communication design that will elevate present and future community concerns.

AGENDA TOPICS

Discussion 1.	Terms of Reference – (GBPCLC) GBP Products Community Liaison Committee		
Draft Copy of “Terms of Reference” for period 1-8 th April 2016 was distributed to members to provide feedback and make amendments if necessary.			
Action Items		Person Responsible	Deadline
Notice to be circulated once finalised		Nick Murphy	20 May 2016

Discussion 2.	Notice of Community Liaison Committee	
<p>Notice to Community to be distributed on Towns Noticeboards.</p> <p>This will ensure community is aware of the Committee’s purpose and why it has been established.</p> <p>Committee members need to submit all enquiries in writing to GBP Australia Pty Ltd.</p> <p>A response will be made within 6 working days after GBP Australia receives enquiry / complaint.</p>		
Action Items	Person Responsible	Deadline
Notice to be posted in Local community outlets	Nick Murphy	20 May 2016

Discussion 3.	EPA Raised Questions – Wendy Tao	
<p>1. Irrigation Withholding period of 7 Days – EPA requirements need to be clarified.</p> <p>2. Overflow from storage pond – Investigation required by John Anderson – comments made that there was no evidence of overflow.</p> <p>3. Process of Rotation of Paddocks – Response by John Anderson that on a Retainer basis during Autumn / Spring soil samples will be conducted with two people to check results. Annual Audits was also suggested to be conducted on Farm Management on what has been achieved.</p> <p>4. Building Permit – investigation will be made by EPA as to requirement of Building permit.</p>		
Action Items	Person Responsible	Deadline
Items 1-3 Feedback required.	John Anderson	29 June 2016
Item 4 – EPA to investigate	Wendy Tao	29 June 2016

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Discussion 4. EPA Observer – Mikaela Power		
<p>Suggestions raised;</p> <ol style="list-style-type: none"> 1. Timelines – to meet monthly 2. Committee Members – suggested (1) more be optional 3. Minutes to be available on request 4. Inform Community with updates on business activities 		
Action Items	Person Responsible	Deadline
1. Timelines – Farm Management Company will draw up Work instruction and Procedures to define paddock rotation and set timelines for implementation.	John Anderson	29 June 2016
2. Optional Committee Member being sourced.	Nick Murphy	29 June 2016
3. Minutes to be added to the Community notice.	Nick Murphy	20 June 2016
4. Newsletter to be created and circulated.	Nick Murphy	23 June 2016

Discussion 5. New Item raised		
<p>1. To re-position Unloading Ramp</p>		
<p>Plans for the Unloading Ramp were distributed to Committee members. Ben Siegel is in consultation with Council to reposition the unloading Ramp to a more suitable position. The SGSC at the meeting of 22nd June 2016 will consider a report from staff and decide on a proposal to discontinue a part of the Gardners Lane to achieve the above mentioned unloading ramp.</p>		
Action Items	Person Responsible	Deadline
Progress will be discussed at next meeting and any immediate enquiries can be forwarded to email – gbpclc@gbproducts.com.au or contact Nick Murphy directly at nick@gbpproducts.com.au	Nick Murphy	29 June 2016

MEETING CLOSED AT 11:30AM – THURSDAY, 19TH MAY 2016