

Meeting Minutes

Meeting Purpose	To facilitate community engagement activities for the Viva Gore Bay terminal		
Date	10 September 2018	Location	Lane Cove Community Hub Terrace Function room, Lane Cove
Attendees	Michele Stromquist (MSt) – SafeWork NSW Andrew Battye (AB) – SafeWork NSW Stuart Warden (SW) – GCA Merri Southwood (MS) – GCA James Goodwin (JG) – NSW EPA Christine Mitchell (CM) – NSW EPA Julie Seymour (JS) – Viva Energy James Crowden (JC) – Viva Energy Matt Hodgkinson (MH) – Viva Energy David Lesmond (DL) - Viva Energy Edwina Pribyl (EP) -Viva Energy Adam Speers (AS) – Viva Energy Niamh Hynes (NH) – Lane Cove Council		
Apologies	Poppy Papadopoulos – Viva; David Wilson - LCC	Minutes	Andrew Battye

Summary

Item		Presenter	Outcome	Timeframe
1.	Welcome & Apologies	MS	Welcome to country, apologies noted	
2.	Confirmation of previous minutes	All	<p>The previous minutes were not confirmed at this meeting. GCA had made some suggested changes to the draft minutes. Firstly, under item 6, there was a query as to whether the NSW EPA had provided 6 readings of boundary emissions to inform the NSLHD report.</p> <p>JG stated the minutes reflected the meeting however MS and SW said the number of readings had never been raised before. MS was surprised there were only 6 readings. JG confirmed there was a lot of data but not all were measurements.</p> <p>JG and Dr MS, may have advised subsequent to the meeting.</p> <p>Secondly, under item 11 JG provide clarification of what further work was proposed and that it was about trying to find a workable method that would satisfy the community that emissions from the site were safe</p> <p>JC – confirmation that the further work the EPA was going to do was regarding community expectations NOT the safety of the site, as emissions coming from the site are safe and within limits.</p>	
ACTIONS		MSt	MSt to contact Dr Michael Staff and follow up with PP re her notes on the evening to seek clarification of what was stated.	
		PP	<p>Amend the minutes as requested by GCA with footnote of actions subsequent to the meeting.</p> <p>Amend minutes and add a footnote re EPA comment on further work.</p>	

3.	Look back at initial issues register	MSt	<ol style="list-style-type: none"> 1. Emergency Management – meeting of 7/8/17 addressed concerns. Confirmed DW will be the point of contact going forward. 2. Nosie, air and groundwater emissions – noted that Gary Draffin (GCA) still had some outstanding concerns which he had written to Sydney Ports. Unfortunately, they were unable to attend the meeting to address these concerns. Matter to be managed outside the forum. The meeting of 5/2/18 clarified the various points of contact under the issues. 3. Land contamination – discussed and dispensed with at the meeting on 4/6/18 4. Works / Operational Changes – on going as things change 5. Pipeline structural integrity – addressed at the meeting on 6/11/17 6. Modelling radiant thermal heat flux – done through normal planning processes, however it did not proceed since there is no more crude on site and therefore no SSD MS – stated that residents on Vista Street still concerned in the event of an incident JS – they are only storing diesel and fuel oil which is different to Jet A1 MS – asked whether Vista Street residents are part of the FLC 7. Process Safety Management post Buncefield – concerns addressed at the pipeline meeting 6/11/18. 8. Fire and explosion risk – concerns addressed at the meeting 7/8/17 9. Site Security – pipeline security and maritime security, it is now clear who the points of contact are for these issues. 10. Ship movements – outstanding issues, emissions are being followed up by GCA with Sydney Ports 11. Leak detection – addressed at the pipeline meeting 6/11/17 12. Insurance – the level of insurance had been questioned on several occasions, Nick Adams had responded and GCA were satisfied with the response. 	
----	--------------------------------------	-----	---	--

	ACTIONS	JS	Follow up with residents in Vista Street to see if they are part of the FLC.	
4	Confirmed that the Willougby/ Lane Cove Council	MSt	<p>Matter was raised by Gary Draffin (GCA), prior to the meeting DW confirmed that the plan has been endorsed and is available on the council website via a link.</p> <p>MS – queried that something was supposed to be sent out with the rates notice.</p> <p>NH – suggested LCC to attend the GCA meeting to discuss EMP.</p>	

5	EPA update re site emissions	JG	<p>Advised there was no further update since last time, it will be an on-going process and they will engage further with GCA. JG also advised he would consult with Health re emissions from ships.</p> <p>MS – If there was a bad smell – how would they know it was dangerous, who would tell them?</p> <p>JG – it is not possible to categorically know this as there would be several factors to consider. What smell, how long, what is the source? Data suggest diesel odours are not impacting air quality. There have been 6 complaints and one ship identified and determined by Viva it will not return to the terminal.</p> <p>MS – a bad smell in the event of the spill in 2016 therefore should be taken on trust that community health is protected.</p> <p>SW – questioned assurances are Ok until there is an exception</p> <p>JG – nobody can provide absolute assurance as stated by Dr MS. There needs to be distinction between an incident and data for ongoing assessments to a point where there is no issue that requires further investigation or monitoring. The EPA has been improving its incident management capability since the 2016 incident, including development of a mobile air monitoring capability which can be deployed for extended incidents.</p> <p>MS - A letter signed by the Chair of the EPA should say they are satisfied that the site has no health issues and there are no emissions that impact air quality.</p> <p>JG – The current licence is only for land based activities, not shipping. The EPA would be reluctant to issue a statement that is not backed up by evidence. However, that EPA has given an undertaking it will do more work.</p> <p>EP – Mentioned a health watch report that had been done in terms of on – site workers at facilities i.e. those that were exposed to a similar if not greater risk than the FLC. Report showed impacts were minimal.</p> <p>SW – are Viva employees' participants</p> <p>JS – products are consistent across each site</p> <p>EP – send out report</p> <p>JS – very relevant report as workers are closer to the source than</p>	
---	------------------------------	----	---	--

6	AS1940	MSt	<p>Gary Draffin had enquired via email to MSt how the Australian Standards applied such as AS1940. MSt confirmed they no legal standing under WHS legislation as they are not called up. WHS is performance based legislation not prescriptive so no issues with future innovation and old standards. Also, the standards are not free. MS asked what is the price. MSt / JS -not an issue for Viva but for smaller businesses then yes coast could be an issue.</p> <p>SW – Was AS1940 more applicable when the site was storing crude i.e. fire and explosion risk. AAS1940 looks at location of tanks; potential for leaks; fire protection; emergency response; lightening and grounding.</p> <p>MS confirmed there had been questions of a similar nature from the residents of Vista Street. MSt stated that under WHS specific risks and control of those risks is not specific to product type, there are general clauses to mitigating risks which sites can demonstrate by following AS1940.</p> <p>MS - whilst Gore Bay is not an MHF would they be expected to still follow the standard, or is there also some international standard?</p> <p>MSt – in some cases Australian Standards do adopt IS e.g. hazardous areas.</p> <p>JS – in some cases European and American standards are used, but in others such as AS2889 the pipelines standard then the Australian standard is best practice.</p> <p>JG – AS1940 is one of many standards used in auditing a site as information only, there is no legislative requirement to implement AS1940.</p> <p>MS asked does Viva operate to best practice. And if so how</p> <p>JG – stated that the licence does not mandate best practice – the licence requires compliance with regulatory requirements, again there is no legislative basis.</p> <p>SW raised the issue of risk of fire and explosion and the tanks close proximity to homes, where there any concerns re the fire protection arrangements either by offsite or on-site capabilities</p> <p>MSt – SafeWork NSW relies on the experts FRNSW as there is no internal expertise at SafeWork. Further exercises are planned for</p>	
---	--------	-----	---	--

7	Where to from here	MSt	<p>JS had sent through a summary of agencies and Viva will take minutes of the FLC meetings which will continue, they will be posted on the LCC website.</p> <p>MS – will the minutes of the FLC be on Viva’s web page?</p> <p>JS – will check with FLC first before doing so</p> <p>MS – everything seems to be reactive – is there a way to keep the community informed if something of interest is happening, i.e. prior to it happening.</p> <p>JS will try to provide awareness ahead of time.</p> <p>MS – suggested an email to the GCA that an event is about to happen and then to communicate further would be helpful.</p> <p>JS confirmed that Viva has a responsibility to communicate with the community and Viva should use all available avenues to keep the community informed, but not on routine regular maintenance items though. They will keep the lines of communication open.</p> <p>EP suggested the Viva website could be a source of information and GCA could direct people to the Viva website.</p> <p>MS on an as needs basis.</p>	
8	Sydney Ports issue raised by the GCA	MSt	Agreed GCA to work with Sydney Ports	
9	Close out	MSt	<p>MSt thanked all the contributors. Special thanks to the NSW EPA and Viva for making sure that all the right people were present for the topics that were discussed and for bringing people interstate. All other government agencies like FRNSW for their expertise. SafeWork NSW has enjoyed the opportunity to work with the group and trust that it has opened channels for future dialogue.</p> <p>MS on behalf of GCA thanked the support of SafeWork NSW and how well organised the meetings had been. Special thank also to Poppy Papadopoulos</p>	

Owner:
TRIM Ref:
File Name:

Andrew Battye
DRAFT Meeting minutes 100918.docx

Printed:
Page: Updated:
8 of 8 4/01/2019