

Minutes

Northampton Lead Tailings Project (NLTP) Phase 2, Part A – Townsite Remedial Works Steering Committee Project Kick-Off meeting (first meeting)	
Meeting Date:	26 June 2017
Time:	14:00 – 16:00
Location:	Council Chambers, Shire of Northampton
Present:	Mr Antoine Macmath (Department of Lands) - Chair Ms Sheri-lynn Ludwig (Department of Lands) Mr Andrew Miller (Department of Environment Regulation) Mr Grant Middleton (Shire of Northampton, Deputy CEO) Mr Glenn Bangay (Shire of Northampton, Building Surveyor) Ms Hayley Williams (Shire of Northampton, Principal Planner) Ms Wendy Dallywater (Shire of Northampton, Environmental Health Officer) Cr Craig Simkin (Shire of Northampton, Council President) Cr Malcolm Scott (Shire of Northampton, Council Vice President) Dr Peter Beck (GHD) Mr Jon Cramer (GHD) Mr Steve King (Merit Consulting Group) Mr Brad Dermody (Aurora Environmental) Mr Noel Davies (Aurora Environmental)
Apologies:	Mr Garry Keefe (Shire of Northampton, CEO) Mr Neil Broadhurst (Shire of Northampton, Manager of Works and Technical Services) Ms Kylie Skippings (GHD) Mr Victor Andrlich (Department of Health)
Copy:	Mr Paul Morris (Department of Mines and Petroleum) – observer status
Purpose:	First Steering Committee Meeting for Phase 2 Part A (Townsite Remedial Works).

Items	Discussion
1.	Opening of Meeting, Introductions and Welcome <ul style="list-style-type: none"> This meeting was convened in the Council Chambers of the Shire of Northampton. The Shire of Northampton Council opened the Meeting and welcomed all participants. Introductions around the table were

completed.

- The Chair Antoine Macmath (DoL) summarised the overall purpose of the Steering Committee for this next phase of the project (Phase 2 Part A – Townsite Remedial Works). There will be approximately three Steering Committee Meetings during this phase of the NLTP.
- Apologies were noted from Garry Keefe, Neil Broadhurst and Victor Andrich who could not attend the meeting.
- This is the first Steering Committee Meeting since the completion of the main Phase 1 Investigation in 2015. The final Phase 1 Steering Committee Meeting (fifth meeting) was held on 12 March 2015.
- The following changes in Steering Committee membership for Phase 2 were noted as follows:
 - The Department of Lands (DoL) will continue as lead agency. Sheri-lynn Ludwig commenced as the Phase 2 NLTP Project Manager in late 2016.
 - The Department of Health (DoH) will be represented by Victor Andrich following Mr Lindsay Gillam's retirement.
 - The Department of Mines and Petroleum (DMP) will change to observer status for Phase 2 of the Project given the nature of the works. Paul Morris will be copied into all Steering Committee correspondence.
 - Due to changes in the Northampton Shire Council, there are two new Northampton Community Representatives for this Phase of the Project (Cr Craig Simkin and Cr Malcolm Scott).
 - Additional staff members of the Shire of Northampton including the Shire of Northampton Building Surveyor, Principal Planner and Environmental Health Officer attended the Steering Committee meeting, at the request of Mr Garry Keefe (CEO).
 - Merit Consulting Group (Merit) is the head Contractor for Phase 2 Part A, and was represented by Steve King who is a new member of the Steering Committee. Aurora Environmental is Merit's key subcontractor and will continue to be represented by Noel Davies and Brad Dermody.
 - Dr Peter Beck (from GHD) will continue as the Contaminated Sites (CS) Auditor for Phase 2 Part A, supported by an audit team.
- The Chair noted the upcoming Machinery of Government (MOG) Changes, including the integration of the Department of Lands into the Department of Planning, Lands and Heritage on 1 July 2017.

2.	<p>NLTP Phase 1 Investigation Summary:</p> <p>A presentation by the Department of Lands to provide a recap of the findings and outcomes of the NLTP Phase 1 Investigation:</p> <ul style="list-style-type: none"> • The main Phase 1 Investigation was completed in 2015, with additional Phase 1 Closeout works completed in late 2016. • High participation rate for Phase 1, with only 33 PINs out of 759 parcels of land in town who did not consent to investigation. • 129 properties have been identified as requiring remediation and/or management as part of Phase 2 Part A due to legacy tailings impacts. • Different remediation and make good scenarios based on individual properties, will all of the relevant complexities considered during Phase 2 planning. • It was noted that Andrew Miller (Department of Environment Regulation) would later discuss the fate of the properties that did not sign up for Phase 1.
3.	<p>NLTP Phase 2 Status:</p> <p>A presentation by Department of Lands on the overall Phase 2 project:</p> <ul style="list-style-type: none"> • Phase 2 will consist of Part A (Townsite Remedial works) and Part B (Final Containment Cell Design and Construction). • Property Remediation Summaries have been developed for all of the 129 properties. • Landowner Agreement documents have been sent to all landowners, with only three outstanding Agreements yet to be received. DoL is in contact with these landowners and expects to receive the Agreements prior to the commencement of remedial works in October 2017. • Procurement for Phase 2 Part A was a two stage Expression of Interest (EOI) and Request for Tender (RFT) process which was completed from October 2016 to May 2017. Merit Consulting Group (Merit) was awarded the Contract in May 2017 and it was noted that Steve King would later present on their company capabilities and approach to the works later in the meeting. • There is continuity in the delivery of Phase 2 Part A: DoL as lead agency, Aurora Environmental as the key subcontractor delivering the environmental component of the works and Dr Peter Beck (GHD) continuing as the CS Auditor. • Pre-Works Property Inspections to commence on 27 June, with Aurora confirming that 90 PINS had been scheduled at the time of the Meeting. • Planning, Approvals and community consultation works related to Phase 2 Part have been underway since 2016. DoL outlined the community consultation and stakeholder engagement component of the project and stressed the importance of community consultation in Phase 2 Part A. • Blood lead testing and consultation with Department of Health (DoH) is still available as a service to Northampton residents.

- Heritage approvals for relevant townsite properties will go through the Development Application (DA) process. Applications will be submitted by Aurora Environmental to the Shire of Northampton. All properties listed on the Shire’s Municipal Inventory were visited by the Shire’s heritage consultant in March 2017, with advice on the remedial works provided in a report.
- Project Plans including the Environmental Management Plan (EMP), Dust Management Plan (DMP), Occupational Health and Safety Management Plan (OHSMP) and Traffic Management Plan (TMP) will be sent through to the Shire of Northampton for review following review by DoL and the CS Auditor as applicable. Hayley Williams (Shire of Northampton Principal Planner) noted that the Plans will be reviewed by all of the relevant Shire of Northampton representatives, with detail review most likely completed by Neil Broadhurst. Timeframe for Shire review is late July.
- The make good component of the works is important and will be “like for like”. Should any of the landowners want to upgrade their properties (such as re-fencing of entire property boundary or bitumen driveway), they will have to organise separately with Merit and pay for any associate cost differences.
- Discussion of Phase 2 Part A Completion criteria including “double sign-off.”
- DoL outlined temporary waste disposal works to be completed at the former Wheal Ellen Minesite and provided a re-cap of the site selection and preliminary design study completed in 2015.

Members discussed temporary waste disposal at Wheal Ellen:

- DoL outlined the design of the temporary storage facility and the relevant DER works approval process.
- Peter Beck (GHD) enquired about the Auditor sign off-endpoint for Phase 2 Part A in relation to safe disposal of material. It was confirmed that the endpoint for Phase 2 Part A will be the safe storage of tailings waste at a DER licensed facility.
- Andrew Miller (DER) noted that the Works Approval and Licence process will be managed by DER Waste Licensing (Mid-west).
- Noel Davies (Aurora) enquired about the management of tailings waste at the Commonage site. DoL confirmed that tailings from the Commonage will be transported and disposed in the final containment cell as part of Phase 2 Part B.
- DoL noted that approval is being sought to have wrapped Asbestos Containing Material (ACM) temporarily stored at the Wheal Ellen site until transport and disposal at Meru Landfill in Geraldton.
- Noel Davies (Aurora) enquired about the abandoned mine shafts present on the Wheal Ellen site. DoL noted that all abandoned mine features are included in the Department of Mines and Petroleum (DMP) Inventory of Abandoned Mine Sites. DoL has been in contact with DMP regarding the old mine shafts and confirmed that the shafts will be made safe either by cover or secure fencing. It was noted that the shafts will not be backfilled as this could lead to sterilisation of the mineral lode resource.
- A final containment cell will be constructed on the site.

	<p>Procurement for the design and construction of the final containment cell will be completed during Phase 2 Part A delivery to minimise the storage period of tailings waste.</p> <ul style="list-style-type: none"> • DoL showed the design video for the preliminary design of the final containment cell. The Shire of Northampton noted the importance of the containment cell blending into the natural landscape given the previous issue with the Northampton State Battery site. • Sheri-lynn Ludwig (DoL) enquired about the Shire of Northampton's Development Application process for the temporary waste storage at Wheal Ellen. Hayley Williams (Shire of Northampton) confirmed that the proposed works will have to go through the formal DA process and that the Shire of Northampton would present this application to the Council at the next Council meeting in July. <p>Follow-up Actions:</p> <ul style="list-style-type: none"> • DoL to provide DA and any supporting documentation to the Shire of Northampton. Sheri-lynn Ludwig (DoL) to continue to liaise with Hayley Williams (Shire of Northampton).
4.	<p>Merit Consulting Group Presentation:</p> <p>A presentation by Steve King on Merit's company profile and approach to delivering the project:</p> <ul style="list-style-type: none"> • Outlined company profile, capabilities and contractual arrangement with Aurora. • Merit hold licenses including a Controlled Waste licence which will be amended following approval of DER Works Approval and granting of license at Wheal Ellen site. • Noted that they have all capabilities in-house. • Introduction of the Civil Works Project Manager Richard Kerr who will manage civil works components and will be based locally. • Local subcontractors (including Northampton based subcontractors) will be engaged, contractual arrangements being confirmed. • Northampton Old School Community Initiative – Merit has discussed and is in the process of confirming potential employment options for Aboriginal personnel through the Northampton Old School Community Initiative. • Merit will engage with and support the local community as much possible with resources and accommodation, etc. to be sourced locally. • 12 week timeframe estimation for remedial and make good works with additional contingency. Remedial works scheduled to commence in October 2017. • Vacant properties will be scheduled in between other properties and works on these properties can be completed where there are gaps in the schedule. • Merit will develop typical remediation scenarios. <p>Brad Dermody and Noel Davies (Aurora) discussed Aurora's role in the Project:</p> <ul style="list-style-type: none"> • Their main role will be to provide environmental supervision and

	<p>community consultation and to prepare the relevant documentation for CS Auditor review.</p> <ul style="list-style-type: none"> • Aurora’s secondary role will be to support Merit in the overall project delivery. • Introduced Nicole Ford and Caitlin Dorrington who will perform the role of Environment/Community Consultation Managers and will be based locally. • Noted the importance of maintaining clearly established validation processes and protocols from Phase 1. • Reinstatement (make good) works to be signed off first before moving on. <p>Antoine Macmath (DoL) commented on the Merit tender and noted the flexibility allowed within their tender to deliver small remedial and make good works across a number of parcels of land.</p>
5.	<p>DER Expectations on Phase 2 Part A outcomes:</p> <p>Andrew Miller (Department of Environment Regulation - Contaminated Sites) discussed DER expectations for land classification and outcomes of the Project:</p> <ul style="list-style-type: none"> • For sites investigated as part of Phase 1: <ul style="list-style-type: none"> ○ Tailings NOT identified – No DER CS Classification ○ Tailings Identified – fully removed during remediation – No DER CS Classification ○ Tailings Identified – Tailings not fully removed and containment/encapsulation option implemented – “Remediated for Restricted Use (RRU)” (noting land use). • For sites NOT investigated as part of Phase 1 due to non-consent or non-contact (despite best efforts): <ul style="list-style-type: none"> ○ If there is anecdotal evidence of tailings, these sites will be classified as “Possibly Contaminated - Investigation Required (PCIR)”. <p>Members discussed the above approach to site classification:</p> <ul style="list-style-type: none"> • Andrew Miller commented on DER’s ability to issue notices under the Contaminated Sites Act, following an enquiry from the Shire of Northampton. • For any future DA applications on remediated sites where the Containment Option was implemented, it was noted that the Shire may have to consult with DER regarding the proposed development works. • Antoine Macmath (DoL) noted that Subsurface Management Plans will be developed by Merit/Aurora for all of the RRU properties and that these Plans will be provided to the Shire at completion of the project. • Members discussed the impacts of a memorial on the Certificate of Title for the properties which are classified. • Members agreed that some of the landowners who did not sign up for Investigation may sign up once they observe the remedial works underway. There may be opportunity for landowners to sign up during Phase 2, although DoL cannot commit at this time.

	<p>Investigation of further properties may be considered following assessment of the relevant implications such as funding, timing, etc.</p> <ul style="list-style-type: none"> • Some members of the Committee enquired about further opportunity to promote the Project such as a radio interview or presence at the Northampton Show in September. Antoine Macmath (DoL) summarised the multiple efforts which were made during Phase 1 to engage with all of the landowners. Numerous opportunities were available to the landowners to sign up for the Investigation works. Most recently, DoL provided one final opportunity for landowners to sign up in later 2016 as part of the Phase 1 Closeout works. Members agreed that best efforts have been made and that a high participation rate has been achieved. • Discussion of who will manage the properties/notifications at completion of the project (and DoL's role as lead Agency). Members agreed that it would be best managed by the Shire of Northampton following completion of the NLTP. • Discussion of tailings waste disposal at Wheal Ellen site. Andrew Miller (DER) commented that any remedial works to be completed at the Wheal Ellen site are positive given the current poor repair/state of the site. <p>Follow-up Actions:</p> <ul style="list-style-type: none"> • DoL to provide "final opportunity" correspondence letter to the Shire of Northampton, which was delivered to the landowners of the 33 PINs who did not participate in Phase 1.
6.	<p>Auditor Presentation on Phase 2 Part A:</p> <p>Dr Peter Beck discussed the role of the CS Auditor in Phase 2 Part A of the Project:</p> <ul style="list-style-type: none"> • Phase 2 Auditor role is a continuation of the Phase 1 Auditor role. • Established and reviewed validation procedures and protocols from Phase 1 should be implemented as part of Phase 2 validation methodology. • Auditor has already reviewed and endorsed the Phase 2 Management Framework and overarching Technical Remediation Action Plan (RAP). • The Auditor will be reviewing the remedial works on all properties. Each landowner will effectively receive Auditor sign-off on their Property Validation Report. • Discussed the different approach which has been adopted for this Project. The usual process for an audited site is an Individual Independent Auditor's Report for each site. In this case an overarching report will be prepared for the Project, with individual property reports to be reviewed and signed off as well. Review and sign-off process to be discussed further in Auditor meeting. • Noted the presence of naturally occurring heavy metals in the area and how the Phase 1 processes have made the identification of tailings material (vs. natural material) clear. Having the same members of the Phase 1 investigation responsible for ensuring validation during the remedial works is of great benefit to the Project and provides additional comfort that the Phase 1

	<p>processes and protocols will be followed.</p> <p>Members discussed the validation and reporting for Phase 2 Part A:</p> <ul style="list-style-type: none"> • Shire enquired if the properties which were cleared (i.e. no tailings identified) during Phase 1 Investigation received a summary report. DoL confirmed that they did. • Brad Dermody (Aurora) discussed the database which they maintain for all properties, which links to the outcome for the property (i.e. presence of tailings, remedial approach). • Noel Davies (Aurora) suggested that for properties where no tailings were identified, some sort of annotation should be made on any property settlement documents such as “No Tailings on Property”. • Antoine Macmath (DoL) commented on memorial on title and said that from a future management perspective any property classification outcomes and the implications would best be managed with the Shire of Northampton following completion of the project. Members from all parties agreed. • Hayley Williams (Shire of Northampton) discussed the Shire of Northampton’s GIS-based property system (Synergy), which has been adapted to include heritage mapping. Members agreed that the outcome for each property should be linked into the Shire’s system. Aurora and the Shire to discuss further. • Andrew Miller (DER) commented that the normal DER CS classification process has not been followed for the Project. • Dr. Peter Beck (GHD Auditor) commented that the property database and management of property classifications should cover all aspects. <p>Follow-up Actions:</p> <ul style="list-style-type: none"> • Aurora (Brad Dermody) to liaise with Shire of Northampton (Hayley Williams, Planner) on linking Aurora’s property classification database with the Shire’s GIS property database.
7.	<p>Shire of Northampton Approvals</p> <ul style="list-style-type: none"> • Discussed above. • Refer to follow-up Actions.
8.	<p>Follow-Up:</p> <ul style="list-style-type: none"> • Minutes to be provided. • Sheri-lynn Ludwig (DoL) summarised follow-up actions (detailed below). • Auditor meeting to immediately follow the Steering Committee Meeting. • Members considered that the next meeting of the Steering Committee should be convened, at a date to be determined, in September-October 2017 approximately around the commencement date of the remedial works. DoL to arrange the next meeting of the Steering Committee.

Actions

1.	Department of Lands to submit a formal Development Application related to the establishment of a temporary tailings waste storage facility at the Wheal Ellen site. This will be submitted as an Item to Council at the next Shire of Northampton Council Meeting (Friday 21 July 2017).
2.	Department of Lands will provide the Shire of Northampton with a timeline of the correspondence submitted to landowners during the course of the Project. The Department of Lands will also provide the Shire with a copy of the “final opportunity to be involved” letter which was provided as part of the Phase 1 Closeout works completed in late 2016 and the list of 33 PINs who did not provide consent for the investigation works.
3.	Aurora (Brad Dermody) to liaise with the Shire of Northampton (Hayley Williams) on the integration of Aurora’s property database with the Shire’s GIS property database.
4.	Department of Lands to provide Minutes (for comment) from this Meeting and to arrange the next Meeting of Steering Committee.