



AORA Ltd NSW Division

**Meeting on Wednesday 9<sup>th</sup> August 2017**

**at  
NSW EPA - Organics,  
Meeting Room, Level 13,  
10 Valentine Avenue, Parramatta.**

Attendance

<b>In attendance</b>	<b>Apologies</b>
Tony Emery (Soilco) (Chair)	Duncan Le Good (Suez) (Deputy Chair)
Garry Kimble (Secretary)	Gillian & Charlie Bannatyne (Carbon Mate)
Neil Adam (NRC)	Michael Bonanno (GRL)
David Bonser(Amiterre)	Angus Campbell (ROU)
Virginia Brunton (MRA)	Paul Coffey (RRM)
Paul Cross (JRR)	Upal Gunawardena (Grow Green)
Sean Hayes (C-Wise)	Lucy Hazell (Remondis)
Geoff Hemm (Cleanaway)	Pat Keating (Re Group)
Jannie Higginson (EPA)	Ryan Jacka (SESL)
Annie Kavanagh (NSW EPA)	Angus Johnson (KMH)
Craig Murphy (NRC)	Frank Johnston (Billabong Compost)
<b>By phone</b>	Tony Kanak (ORC)
Elisabeth Blik (Wild Blue)	Amanda Kane (NSW EPA)
Paul Donaghy (Woolworths)	Khoa Vu (Remondis)
	John Lawson (Individual)
	Terry Martin (Brandown)
	Karen Muir (Suez)
	Maryanne Murphy (NRC)
	Rob Niccol (ANL)
	Mike Ritchie (MRA Consulting)
	Simon Toal (Skala)
	John Vyse (Bettergrow)
	Romily Webster (Re Group)

**The meeting was opened by the Chair at 8.05 am**

No	Item	Action
1	<p><b>Minutes</b> of the meeting held on 12<sup>th</sup> July 2017 be accepted.</p>	<p>Prop.: Virginia Brunton Sec.: David Bonser Agreed</p>
2	<p><b>Business arising from previous meeting not covered on this agenda.</b></p> <p><b>2.1 Financial guarantee for environmental cleanup within licensing conditions.</b> The outcome of the previous month's meeting (on 12<sup>th</sup> July 2017) was to organize a meeting of processor members in order to develop an industry approach and response to the NSW EPA on this issue. Due to time available to organize such a meeting, it has been delayed until September 2017. Tony Emery has been in contact with two speakers (an insurance broker and a financial broker) who could talk at a meeting with a draft AORA position (based on Paul Coffey's presentation on 12<sup>th</sup> July 2017 meeting as well as Ross Fox to give a legal perspective.</p> <p><b>2.2 Compost Benefits Calculator App..</b> No volunteers have come forward to participate in a subcommittee to manage the app.. It has been suggested that a laboratory (such as SESL Australia) or a university, be offered management and maintenance of the app. SESL's Melbourne office have developed a similar tool. How funding for promotion and maintenance can be found, is not known.</p>	<p><i>Action:</i></p> <p>Plan meeting for mid-September 2017 (19<sup>th</sup> or 20<sup>th</sup>). Decide whether processors only or the full membership. Arrange venue for meeting (independent of NSW EPA).</p> <p>Virginia Brunton offered to work with Duncan Le Good to form a subcommittee to look at management of the CBC app.</p>
3	<p><b>Reports:</b></p> <p><b>3.1 From Board on National matters:</b> The monthly Board meeting was held on Tuesday 8<sup>th</sup> August 2017. Paul Coffey has stepped down as Chair of AORA Ltd, due to health problems, but remains on the Board as Deputy Chair. Peter Wadewitz has taken over as Chair until the Annual Members' Meeting in November 2017.</p> <p><b>3.2 Treasurer's Report.</b> NSW Division bank balance stands at \$83,238.11 as at 30 June 2017. The Treasurer reported that a definitive Income and Expenditure statement for the financial year 16/17 could not be tabled. Some differences between the accrual method and the cash (bank account) method of accounting for NSW Division operations income and expenditure need to be resolved before an accurate picture of NSW Income and expenditure can be reported.</p>	<p><i>Action:</i></p> <p><b>The meeting unanimously wished Paul well and thanked him for his enormous contribution to AORA as its founding Chair. Paul will continue to be involved as a Borad Deputy Chair and to the extent that his health allows.</b></p> <p>Treasurer will meet with relevant Board member to resolve this issue.</p>

	<p>It was reported that improving the Treasury function within AORA Ltd was an item for discussion at the latest Board meeting. Meeting suggested that AORA Ltd constitution be amended to include a treasurer role.</p> <p><b>3.3 Membership Report.</b></p> <p>The Secretary reported that a review of the Members' Register and adjusting the register for non renewals, resignations and lapsed membership, showed a sharp decline in membership.</p> <p>NSW/ACT Membership at the end of June 2017 is:</p> <table border="1" data-bbox="320 645 906 815"> <thead> <tr> <th></th> <th>NSW/ACT</th> </tr> </thead> <tbody> <tr> <td>Processors</td> <td>30</td> </tr> <tr> <td>Associate</td> <td>35</td> </tr> <tr> <td>Individual</td> <td>6</td> </tr> <tr> <td>Total</td> <td>71</td> </tr> </tbody> </table> <p>Meeting suggested that a survey of past members is undertaken to find out reasons for leaving.</p>		NSW/ACT	Processors	30	Associate	35	Individual	6	Total	71	<p>Reasons for apparent decline in membership, particularly processor members, to be investigated.</p> <p>Secretary to circulate results of survey of processor members conducted in January 2017. (See Appendix A)</p> <p>Secretary will investigate further to establish the actual membership numbers for NSW.</p>
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Processors	30											
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<p><b>4</b></p>	<p><b>4.1 Member correspondence</b> No responses on form circulated with the agenda for this meeting.</p>	<p>Action:</p>										
<p><b>5</b></p>	<p><b>Sub-committees reports:</b></p> <p><b>5.1 Communication</b> Sam Emery has been appointed communications Coordinator to fulfill the remainder of our contract obligation for that role with NSW EPA. At the end of the contract end 2017) the role will be reassessed and decision made on how to carry it forward. Alice Morgan has been fulfilling the role up until the time Sam Emery commenced with us. Part of Sam's role is to publish a NSW newsletter on the last Monday of each month.</p> <p><b>5.2 Training</b> Garry Kimble and David Bonser reported that meeting of the Training program working group met on Friday 28<sup>th</sup> August 2017. The content of the modules and review of the storyboards is complete; videos have been shot and voice over done; completion of modules in online training format is almost complete. The working group has been sent a prototype Module 1. Next step is a review of completed modules by relevant experts to ensure no glaring errors or misinformation. Amanda Kane agreed to arrange a presentation on the training course at the mini conference in association with AORA Annual members' Meeting on 10<sup>th</sup> November 2017.</p>	<p>Action:</p> <p>Please forward ANY news items, which may be of interest to members to Sam Emery at <a href="mailto:sam@aora.org.au">sam@aora.org.au</a> for dissemination to the membership.</p>										

<b>6</b>	<p><b>Funding Applications</b></p> <p>Waste Less, Recycle More Infrastructure and Market Development grants. It is expected that the next round of Organics Market Development Grants will open in October this year. EPA requests input into how the grants should be framed. Meeting suggested survey of members about market development priorities. Meeting also suggested that a member's meeting be held to determine the industry's priorities in market development. 23<sup>rd</sup> August 2017 was mentioned as a date for this meeting. Use these priorities to align or discuss with EPA priorities. A number of points were raised on how we should develop our grant application(s).</p> <ul style="list-style-type: none"> <li>• Survey of members on what they want to be funded by EPA OMD grants. The survey in January 2017 gave some pointers to member's expectations of AORA.</li> <li>• Get feedback from Mark Jackson on outcomes of current OMD projects.</li> <li>• Arrange a meeting of marketing people from processor members to generate ideas for projects.</li> <li>• Arrange a meeting for all members on 23<sup>rd</sup> August 2017 to generate ideas within the scope and breadth of OMD grants.</li> <li>• Ensure that we are certain of eligibility criteria.</li> <li>• Survey of members on what types of market development activities they would like to see eligible.. If members can't attend the meeting let the organizers know their ideas so they can be addressed at the meeting.</li> <li>• Suggested venues: Suez at Kemps Creek, ANL at Badgery's Creek.</li> </ul>	<p><i>Action:</i></p> <p>Continue developing ideas for worthwhile projects which could be funded by WL,RM grants.</p> <p>Prepare a survey monkey of members ASAP</p> <p>NSW Executive to decide on best approach and make necessary arrangements.</p>
<b>7</b>	<p><b>Consultation with NSW EPA.</b></p> <p><b>7.1 Market Development, WLRM program.</b> See Item 6 above.</p> <p><b>7.2 Compost Calculator development</b> See Item 2.2 above.</p> <p><b>7.3 AS 4419 review</b> Garry Kimble reported that a meeting of Standards Committee CS-037 was held on Monday 19<sup>th</sup> June 2017. The outstanding issues were addressed. EPA Victoria</p>	<p><i>Action:</i></p>

	<p>and EPA NSW were not represented at the meeting, so a compromise wording for Appendix P Contamination levels was agreed to by the members present and the Project Manager was to put the amended Appendix to the EPA Victoria representative. EPA Victoria's objection to the standard was the inclusion of Appendix P in the standard. No response has been received so far (to Garry's knowledge) from EPA Victoria.</p> <p><b>7.4 Annual processors survey</b> With industry changes and growth in availability of raw materials the survey should be conducted annually. The funding for the survey has come from the Data division of NSW EPA. The data division now gets input data direct from licensed processors as part of their licensing reporting obligations. However, there is still a need for a survey to gain marketing information, what products are made and which markets they go into.</p> <p><b>7.5 Carbon / CFI Committee work</b> We have not yet received the minute on the current CFI (Carbon Farming initiative) program and how compost producers can take advantage of this program, which was promised by Mike Ritchie at the June meeting. This is now considered a National project.</p> <p><b>7.6 NSW Waste education strategy</b> No report.</p> <p><b>7.7 Training program.</b> See item 5.2 above.</p> <p><b>7.8 Licensing Conditions and Financial guarantee for environmental cleanup.</b> Meeting to address this issue postponed to mid September 2017.</p> <p><b>7.9 Engineered Wood Products (EWP).</b> Tony Emery to reactivate this subcommittee by phone hook up.</p> <p><b>7.10 Asbestos Protocols</b> The Australian Land and Groundwater Association (ALGA) has been active in holding seminars in Australia and New Zealand on asbestos contaminated land. The latest meeting is scheduled for Wagga Wagga, NSW.</p>	<p>Remove this item from the agenda.</p> <p>Remove this item from the agenda.</p> <p>Tony Emery will make contact with ALGA and contact members who may be able to attend the Wagga seminar.</p>
<p><b>8</b></p>	<p><b>Future Events</b></p>	<p><i>Action:</i></p>

	<p>For more details of coming events go to: <a href="http://compostforsoils.com.au/calendar.html">http://compostforsoils.com.au/calendar.html</a></p> <p><b>8.1 Australia New Zealand Biochar Conference.</b> 10-12 August 2017. Murwillumbah, NSW. Details at <a href="https://anzbc.org.au/">https://anzbc.org.au/</a> Duncan Le Good will attend this conference on behalf of AORA and AORA has a stand for our promotional material.</p> <p><b>8.2 AWRE Expo in Melbourne.</b> 23-24 August 2017. The AORA Organics Zone will be a feature of this exhibition. Details from Chris Lomas 03 9261 4514 or email <a href="mailto:clomas@divcom.net.au">clomas@divcom.net.au</a>.</p> <p><b>8.3 Processor members' forum</b> to discuss response to Financial Guarantee licensing requirements in NSW. Mid September 2017. Date, venue, agenda to be decided.</p> <p><b>8.4 NSW Annual Members' Meeting and election of Office bearers, 11 October 2017.</b> Nomination forms for NSW Executive Office Bearers will go out with a newsletter during August.</p> <p><b>8.5 Annual Members' Meeting of AORA Ltd:</b> Sydney, November 2017 at the Novotel, Parramatta. 2 day event and mini conference to show case NSW projects. Tentative Program: Training day Thursday; AMM Friday morning; presentations Friday afternoon on NSW marketing; NSW Christmas event and awards on Friday evening. This event is being organized by a joint National/NSW subcommittee.</p> <p><b>8.6 Breakfast meetings and regional events.</b> None suggested.</p>	
<p><b>9</b></p>	<p><b>General</b></p> <p><b>9.1</b> Craig Murphy (North-West Recycling Centre, NRC) made comment that meetings tend to drag on and not always produce constructive outcomes. Tony Emery responded that this sometimes does occur, but it is important that members have a chance to contribute their views as readily as possible.</p> <p><b>9.2</b> Virginia Brunton reported that she has published a paper on FOGO in the MRA newsletter. She asked: "How can AORA promote the use of FOGO among local government organizations (particularly in Metro Sydney)?" It was noted that with stretched resources this was difficult for AORA at present, but the Communication Coordinator role could perhaps contribute.</p>	<p><i>Action:</i></p>

**Meeting closed at 10.05 am**  
**Next Meeting Wednesday 12<sup>th</sup> July 2017**  
**At NSW EPA - Organics,**  
**Meeting Room, Level 13,**  
**10 Valentine Avenue, Parramatta.**

**Commencing at 8.00am**