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CLM Sector Group minutes, Thursday 19 February 2015

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**Thursday 19 February 2015, at WasteMINZ and via teleconference**

Present: Chris Bailey (Chair) Tonkin & Taylor  
Graeme Proffitt Pattle Delamore Partners  
Gregory Beck Environment Canterbury  
James Corbett Auckland Council

In attendance: Nic Quilty WasteMINZ

Apologies: Emma Trembath AECOM  
John Dragicevich (Board champion) Auckland Council  
Martin Robertson Z Energy  
Murray Arnold Hastings District Council  
Simon Beardmore Otago Regional Council

**1. Meeting open, apologies and agenda**

- The meeting began at 1pm.
- Apologies were received from Emma Trembath, John Dragicevich, Martin Robertson, Murray Arnold and Simon Beardmore.

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2. Previous minutes of 27 November 2014 – accepted?

Resolution: That the Steering Committee receives and approves the previous minutes.

Moved: Chris Bailey      Seconded: Gregory Beck      Carried: Unanimously

3. Minutes of the previous meeting and action points

- The status of the action points from the previous meeting (outlined below).

Action	Allocated to	Status	Date completed
Regional Waste & Contaminated Land Officers Forum on 20 May 2014:			
<ul style="list-style-type: none"> <li>James will forward the key points to Nic to forward to the steering committee</li> </ul>	James Corbett Nic Quilty	Completed Completed	18 Dec 2014 20 Jan 2015
Contaminated Land Specialist certification scheme:			
<ul style="list-style-type: none"> <li>Nic will advise everyone when the business plan has been approved and we have been invited to be on the SIS.</li> </ul>	Nic Quilty	Completed	26 Nov 2014
Contaminated Land Specialist accreditation scheme:			
<ul style="list-style-type: none"> <li>Nic received an invite from CRC Care on 25 November to take part in a webinar, as they are about to launch their site contamination practitioners scheme.</li> <li>Nic couldn't attend the webinar but Ross McFarland (AECOM) did. Emma will get an update from Ross and advise Nic.</li> <li>Graeme: <ul style="list-style-type: none"> <li>Feedback from practitioners was they're not interested in the scheme.</li> </ul> </li> </ul>	Emma Trembath	Completed	17 Dec 2014
WasteMINZ conference:			
<ul style="list-style-type: none"> <li>Nic to note for next year's conference that where we have groupings of papers, encourage presenters to note 'where to from here' at the end of their presentation.</li> <li>Nic to see if it's possible to have a breakdown of attendance of contaminated land practitioners on each day and advise the Steering Committee</li> </ul>	Nic Quilty Nic Quilty	Completed Completed	27 Nov 2014 17 Feb 2014
WasteMINZ Roundup (23 to 24 April in Auckland): CLM stream			
<ul style="list-style-type: none"> <li>The Steering Committee to forward the key issues that they think would need to be</li> </ul>	Steering	Completed	Dec 2014

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<p>covered off in an H &amp; S workshop and a risk assessment/communication workshop (which could be one workshop) by 10am, Thursday, 4 December.</p> <ul style="list-style-type: none"> <li>• James to forward Nic some thoughts on the potential content for an asbestos workshop by 10am, Thursday, 4 December.</li> <li>• Nic to ask MfE what they have on their work plan, where they are at with Guideline No. 5 and the HAIL and advise the Steering Committee would be happy to assist them with their priorities.             <ul style="list-style-type: none"> <li>○ Further information:                 <ul style="list-style-type: none"> <li>▪ On 5 December 2014, Nic spoke to the Ministry, and they advised the following:                     <ul style="list-style-type: none"> <li>➢ Guideline No. 5: It's being amended into a draft format, and will have to go to consultation next year. The Minister will have to make the decision on when this is consulted on.</li> <li>➢ HAIL: We are looking at the HAIL as part of the review and have been talking about it to the focus groups. It's in its early stages.</li> <li>➢ NES Review: The Ministry is analysing the feedback they has received.</li> </ul> </li> <li>▪ Nic is waiting for a further update from the Ministry and will forward this to the Steering Committee once she has received it.</li> </ul> </li> </ul> </li> </ul>	<p>Committee</p> <p>James Corbett</p> <p>Nic Quilty</p> <p>Nic Quilty</p>	<p>Completed</p> <p>In progress. See further information on left hand side.</p>	<p>18 Dec 2014</p>
<p>Presentation to WasteMINZ Board by James and Chris on 5 December 2014:</p> <ul style="list-style-type: none"> <li>• Nic or James will forward the draft presentation to the Steering Committee (feedback is required by 2pm, Monday, 2 December).</li> </ul>	<p>Nic Quilty/ James Corbett</p>	<p>Completed</p>	<p>27 Nov 2014</p>
<p>Revolve:</p> <ul style="list-style-type: none"> <li>• The Steering Committee are to forward up-to-date photos for revolve articles</li> </ul>	<p>Steering Committee</p>	<p>Not completed</p>	
<p>WasteMINZ weekly enewsletter:</p> <ul style="list-style-type: none"> <li>• Nic will send out a reminder to the Steering Committee once a month asking for CLM items for the enewsletter.</li> </ul>	<p>Nic Quilty</p>	<p>Completed. Nic has diarised.</p>	<p>27 Nov 2014</p>

#### 4. Workplan for 2015

- 'Goal 1: Promote and participate in the development of recognised standards and guidelines on evidence based good practice':
  - 1.1: 'Update the Contaminated Land Factsheets and publish'. Remove, as this has been completed.
  - Graeme: The Steering Committee needs to be aware of what projects WasteMINZ is working on and consulted on projects that are relevant to them, e.g. the Land Disposal Technical Guidelines.
- 'Goal 2: Identify and provide opportunities for the industry and local and central government to engage with one and another, share knowledge and identify industry priorities':
  - 2.1: 'Identify relevant content for interactive NES workshops'. Remove 'NES'.
  - 2.2: 'Work with ALGA to deliver a specialist workshop on health risk assessment and landfill gas'. Remove
- 'Goal 3: Encourage continuing professional development throughout the industry and provide opportunities to enable this' and 'Goal 4: Encourage Contaminated Land Specialist accreditation':
  - Merge these two goals together and retain the heading 'Encourage continuing professional development throughout the industry and provide opportunities to enable this'.
  - 3.1: 'Develop good practice guidance for resource consenting for contaminated sites'. Graeme noted that this was mentioned at the CLM workshop at last year's WasteMINZ conference and he wondered whether more information was needed. Nic will follow up with Graeme to discuss further.
  - Add another activity 'Provide continuing professional development opportunities at the WasteMINZ Roundup and WasteMINZ Conference'.
  - 4.1: Replace 'Work with potential accreditation providers to develop a scheme' with 'Work with accreditation provider to maintain scheme'.
- 'Goal 5: Establish and maintain relationships with relevant stakeholders':
  - 5.1: 'Work with the Ministry of Environment, Local Government New Zealand, the Regional Waste and Contaminated Land Forum, Australasian Land and Groundwater Association and the New Zealand Institute of Environmental Health to identify ways the organisations can work together to develop and promote good practice throughout the country'. Greg noted that it would be advantageous for the representatives from each of these

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organisations to meet to establish if they want to work together and how. We need to ensure that organisations are not doubling up on what they are delivering.

- 'Goal 6: Identify and encourage strategic and commercially relevant research and development':
  - James: The Steering Committee needs to understand what agreements had been reached between WasteMINZ and MfE.

### 5. Industry workshop on the approach and methodology being used to develop soil heavy metal limits

- Nic advised that Jo Cavanagh (Landcare Research) is running a workshop, by way of webinar, for compost manufacturers on the approach and methodology being used to develop heavy metal limits in soil. Jo is open to running another workshop for contaminated land practitioners.
- Feedback from the Steering Committee:
  - There doesn't seem to be a policy context. It's not obvious how they are going to be used.
  - Implementation needs to be practical.
  - We need to get the background on why it's being done, where it going to go and what the likely implications might be.
  - The Contaminated Land Officers Waste Forum may be able to shed some light.
  - Regional policy people need to be involved in these webinars.
  - It would be useful to have a separate webinar for contaminated land practitioners.

### 6. Presentation to the WasteMINZ Board on the sector group's direction

- Chris: We discussed the following:
  - The projects that the Sector Group has worked on previously (e.g. NES workshops, last year's CLM workshop, contaminated land fact sheets and accreditation scheme), what it is working on and potential projects for the future.
  - ALGA and how we differentiate ourselves.
  - Issues/challenges:
    - Engaging with decision-makers further up the chain, e.g. developers, policy makers and planners.

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- How do we encourage contaminated land practitioners to attend the plenary sessions at the WasteMINZ conference?
- How do we keep the WasteMINZ Board informed about the group's activities?
- How do we find out what projects other Sector Groups are working on?
- Nic:
  - The Board is given a written report at each Board meeting which gives an update on each sector group. Paul Evans also presents this report to the Board.
  - Each edition of revolve contains an update on each sector group, which includes the projects each group is working on.

### 7. Contaminated Land Specialist accreditation scheme – update:

- Nic gave the following update:
  - The first round of applications closes on 6 March 2015.
  - Graeme and Simon Hunt had a teleconference with Peta Haasbroek (the Program Manager for the CEnvP), Lachlan Wilkinson (Environmental Impact Assessment Specialist panel convenor), Alex Mikov and Marc Salmon.
  - Summary of teleconference:
    - Work experience:
      - The applicant must have the fulltime equivalent (35 hours/week) of 10 years over the last 15 years to fulfil this requirement.
      - If someone is working two or three days a week at a high level, this high level is not taken into account – they must fulfil the above.
      - Course work for studies (like a masters) can be included as work in that experience.
    - Assessment panels:
      - For one of the other specialists, a set of criteria was drawn up and potential members were then approached and assessed against this criteria. The assessment panel convenor was then given this list of people and he added people that he knew had sufficient experience.

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- It is preferred that the panellists are CEnvPs. However, the Certification Board tries to be flexible to get a new category off the ground. People who are grandparents of the specialist may also be approached to be on the panel.
- There are subtle differences in New Zealand and Australia and so there needs to be a New Zealand representative on that panels that are interviewing New Zealand applicants.
- The CEnvP group recognises that different legislation in different jurisdictions is important.
- The panels ideally need people who are CEnvPs, to ensure the panel rules are followed, but specialists will also be required. We could have bigger panels than usual (4 instead of 3) and Peta, Marc, Alex and Lachie supported this proposal.
- The CEnvP group has to appoint a panel convenor and this person would help put the panels together.
- An applicant's referee can't be on the applicant's assessment panel.
- Panel members sometimes have to withdraw, e.g. if a panel member is working on the opposite side of the applicant on a project. If an applicant says no to a panellist the CEnvP group accept that.
- The panellists have to sign a confidentiality agreement.
- Applications:
  - To ensure consistency within each state, the final yes or no to each application is given by the Certification Board. The panel's report goes back to the Certification Board and they regard that as final arbiter in ensuring consistency.
  - If there are a large number of applications coming through at the same time they will just have to work through them. The shortest time for processing applications in the past has been four months, and the longest five months.
  - New Zealand applications could be given priority, because of the regulatory requirement and priority could also be given to people who were prepared to be panel members.
  - Marginal people don't get to the interview stage. The application goes through a number of hands and they ensure it is complete before they decide whether it's worth going through a panel.

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- Interviews:
  - The panellists have an interview panel form, which ensures there is consistency.
  - Interview can be done face-to-face and by teleconference. Currently they are by teleconference.
  - Each interview is done as a one-off.
- Supporting documentation:
  - This isn't submitted with the application, but they like this documentation to be available via a link. However, they accept some things might be confidential.
- Webinar for New Zealand practitioners to ask questions:
  - Peta and Alex are open to running a webinar for New Zealand practitioners, but they haven't conducted one before, so WasteMINZ would need to set it up. Nic advised that WasteMINZ can set the webinar up and will talk to Peta about this, sooner, rather than later.
- Queries:
  - Peta knows a lot about the process and is happy to receive queries.

### 8. WasteMINZ Roundup (23 to 24 April in Auckland): CLM stream

- WasteMINZ is working with a consultant to run this stream.
- The theme for day one will be risk assessment and communication with the target audience regulators and junior/mid-level consultants. The day will seek to upskill and inspire attendees through the presentation of technical relevant sessions facilitated by a range of practitioners from the industry and beyond. We are looking at two keynote speakers in the first session; one local and one international.
- The theme for day two will be health and safety and this day has yet to be fleshed out in detail.

### 9. Next meeting

- Thursday, 21 May – 1pm to 3pm

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### Action items:

Date Raised	Action Point	Allocated to
19 Feb 2015	<p>Workplan:</p> <ul style="list-style-type: none"> <li>Remove 1.1: 'Update the Contaminated Land Factsheet and publish'</li> <li>Remove 'NES' in '2.1: 'Identify relevant content for interactive NES workshops'.</li> <li>Remove 2.2: 'Work with ALGA to deliver a specialist workshop on health risk assessment and landfill gas'</li> <li>Merge Goals 3 and 4 and retain the heading 'Encourage continuing professional development throughout the industry and provide opportunities to enable this'</li> <li>Ask Graeme what the outcome was from the discussion (at last year's CLM workshop at the WasteMINZ conference) on guidance for resource consenting for contaminated sites</li> <li>Under Goal 3, add another activity 'Provide continuing professional development opportunities at the WasteMINZ Roundup and WasteMINZ Conference'</li> <li>In activity 4.1 replace 'Work with potential accreditation providers to develop a scheme' with 'Work with accreditation provider to maintain scheme'</li> <li>Activity 5.1: Identify the best way of establishing if MfE, LGNZ, the Regional Waste and Contaminated Land Forum, ALGA and the New Zealand Institute of Environmental Health want to work together to develop and promote good practice throughout the country and how they would achieve this.</li> </ul>	<p>Nic Quilty Nic Quilty Nic Quilty Nic Quilty  Nic Quilty  Nic Quilty  Nic Quilty  Nic Quilty</p>
19 Feb 2015	<p>Industry workshop on the approach and methodology being used to develop soil heavy metal limits:</p> <ul style="list-style-type: none"> <li>Ask Carole Lee to contact Eddie Grogan (Bay of Plenty Regional Council) to establish why soil guideline values are being developed, where it's going to go and what the likely implications might be.</li> <li>Contact Jo Cavanagh (Landcare Research) to discuss regulatory drivers and this project is being funded</li> </ul>	<p>James Corbett  Chris Bailey</p>
19 Feb 2015	<p>Presentation to the WasteMINZ Board on the Sector Group's direction:</p> <ul style="list-style-type: none"> <li>Investigate how we encourage contaminated land practitioners to attend the plenary sessions at the WasteMINZ conference</li> <li>Investigate whether there are any other ways (apart from the Sector Group Report) to update the WasteMINZ Board on the sector group's activities.</li> <li>Investigate whether there are any other ways (apart from the Sector Group update in each edition of revolve) to advise each Sector Group the projects that other sector groups are working on (and can engage with each</li> </ul>	<p>Nic Quilty  Nic Quilty  Nic Quilty</p>

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Date Raised	Action Point	Allocated to
	other).	

Meeting closed at 2.45pm