

Refinery Community Liaison Committee - Minutes

DATE	Thursday, 17 November 2016		VENUE	Worsley Refinery
TIME FROM / TO	10.00pm	12.00pm	FACILITY	Training Room 4

PARTICIPATION			
Attendees	Rosanne Pimm (Chair)	Ian Miffing	Viv Marshall
	Alison Fergie	Peter Harms	Carmen Gregg
	George Colvin	Alan Cross	Alison Lovitt
	Diane Blount	Marina Johns	Marlene Butler
	Dino Otranto	Melissa Tencer	
Apologies	Katie van der Brand	Anna Bagshaw	Kevin Taylor
	Robert Banks	Sue Parora	Tom Kenneally
	Katie Van Den Brand		

1. Meeting opened - Rosanne Pimm, CLC Chair

- Meeting opened at 10.13am
 - Apologies noted as per above.
 - Absences noted; Emmett Peels no correspondence, City of Bunbury representative unclear
- Action:** Mel Tencer to follow up absences.

2. Acknowledgement of Country - Rosanne Pimm, CLC Chair

- Acknowledgement of Country.

3. Minutes from previous meeting - Rosanne Pimm, CLC Chair

- Previous minutes and actions reviewed and accepted.

4. Worsley update

4.1. Refinery update – Dino Otranto | Vice President Operations, Worsley Alumina

- From the Ground up video was presented to CLC showing Worsley operations from Mine, Refinery to Port.
- FY16 annual results shared due to blackout period for last meeting details couldn't be shared. Discussion around the tragic circumstances which resulted 4 fatalities for the Company in FY16, – full annual report can be found here:
<http://www.south32.net/CMSPages/GetFile.aspx?guid=9d247209-32f6-4ea8-af65-55f27f6b5a54>
- FY14 Q1 results shared, in particular noting that Worsley reached agreement with Alcoa to access bauxite in close proximity to our Worsley Alumina mining infrastructure. While subject to government and regulatory approvals, this agreement has the potential to develop new mining areas. – full Q1 report can be found here:
<http://www.south32.net/CMSPages/GetFile.aspx?guid=a5520974-c7fc-4a20-ba5e-eab4d080e1fd>
- A highlight was shared about the focus on Technology for South32 and for Worsley leading some of that work for the Company.

5. CLC Terms of Reference review – Melissa Tencer | Specialist Community

- Discussion around how the CLC is structured and works.
- Agreement that quarterly timing is suitable and a set day helps for scheduling.

- Some view employees on the committee as unnecessary, others view them as an important part of understanding the operation and an opportunity to get employees involved with the community.
 - Opportunity to promote volunteering opportunities is a benefit of employees.
- Agreement on common purpose: two-way communication between operation and the community.
- Community representatives see themselves as spokespeople in the community by helping disseminate information from Worsley to the broader community and from the community back to Worsley.
- CLC note that formal nominations are still important and time periods for community representatives are important.
- CLC Terms of Reference formal review period is still important to maintain.
- Consider if an induction to the CLC can mirror induction to the operation to learn about what the operation does and how it works.
- CLC want to know more about facets of the operation – standing agenda item will be focused on different areas of the operation i.e. how we manage complaints and monitor noise / dust, Emergency response and how we manage emergencies internally and externally, environmental monitoring air shed, etc.

Action: Mel Tencer to present existing membership terms to the committee to ensure membership and category is correct for each person.

Action: Present reviewed terms of reference to CLC at the next meeting.

Action: Create standing Worsley agenda item. Next meeting will be Emergency Response internally and externally.

6. Worsley Refinery Community Investment Plan - Melissa Tencer | Specialist Community

- Community Investment plan and process for development of the plan presented.
- Key investment focus areas explained as per the summary below.
- Investment decisions based on alignment to the focus area, the ability to demonstrate measurable outcomes in each area and level of community participation in the proposed program / project.

Worsley Refinery / Port Community Investment focus areas

Education Support: Improving a child's ability to make the most of education opportunities while at school & supporting youth's transition from school into further education / training or employment.

Visiting Collie: Enhancing Collie's visitor and tourism potential by supporting events that bring people to Collie

Celebrate Green: Protect and enhance the natural environment and ecosystem in the Collie area

Promoting South32 as a new type of resource company: Projects that demonstrate the Company's commitment to technology, innovation and diversity.

7. General business

Update from each member regarding their organisation/community:

Alison Lovitt (Shire of Harvey) – Pleased that the Road Safety Alliance pursued the issue of the lack of acceleration lane at the Forrest Hwy and Paris Road intersection. This has now been put back on the agenda for completion in the next two years.

Carmen Gregg (Investing In Our Youth) – Suggested that she would make short presentation at next meeting about Investing In Our Youth and what they do in the community.

George Colvin (Collie community) – Community garden has an upcoming volunteering opportunity for Worsley employee/s. Around the Houses was a successful event with approx. 1,500 people attending from across the South West. This event will occur again in five years' time.

Allison Fergie (Shire of Collie) – Opening of Central Park occurs on Friday 16th of December. Discussed the open letter from the Collie SHS Board which outlines concerns around the lack of services available in Collie. This letter is being presented to the Shire Council on 6th December. The Shire of Collie has won the Excellence in Community Design Award in the 2016 National Disability Awards held at Parliament House in Canberra on 7 November.

Diane Blount (The Smith Family) – The Smith Family is currently holding their Christmas toy and book appeal. The Smith Family have also been allocated extra Federal Government funding over four years to offer more scholarships, which is a win for the community.

Marina Johns (Southwest Education Region, Department of Education) – Marina was invited to the Worsley Refinery Leadership Team meeting where she presented on the Work Inspirations Program. Worsley will be participating next year and will hold sessions on site. As plans progress this will be shared with the CLC.

Ian Miffing (Collie community) – Would like the Air shed study to go onto the agenda for next meeting.

Peter Harms (Collie CCI) – Chamber currently has 160 members. 37 local businesses have come on board for the Christmas Vouchers promotion. Chamber's Christmas celebration will be held on the 13th of December at the Collie Art Gallery from 6:00pm.

Alan Cross (SWDC) – CEO recruitment is coming to an end. An announcement is expected to be made in the not too distant future. Thanked CLC.

Viv Marshall (Friends of Worsley) – Followed up on issue raised by Friends of Worsley re: speed limit on Gastaldo Road approaching the Coalfields Hwy intersection. Mel Tencer to close out with Viv and Friends of Worsley asap.

Marlene Butler (AccordWest) – Housing affordability continues to be a challenge for the community with AccordWest seeing an increase in demand for emergency relief and crisis care / accommodation. Hardship in Collie and Bunbury on the rise.

Rosanne Pimm (Collie community) – Race meetings have been held, with the crowd down a little bit on last year but good meet nonetheless. Club currently doing work to understand how much economic impact the race meet delivers for the town. Collie River Valley Marketing group see potential for tourism opportunities growing out of recreation areas like Black Diamond. Would like to see investment in developing tourism sites like the Hamilton River in Collie.

8. Review actions from meeting

Action	Who	When
Follow up absences Emmett Peels and City of Bunbury	Mel Tencer	By next meeting
Present existing membership terms to the committee to ensure membership and category is correct for each person.	Mel Tencer	At next meeting

Present reviewed terms of reference to CLC	Mel Tencer	At next meeting
Create standing Worsley topic agenda item	Mel Tencer	At next meeting
Carmen Gregg to deliver short presentation about Investing in Our Youth	Carmen Gregg	At next meeting
Air shed study on agenda for next meeting	Mel Tencer	At next meeting

9. Arrangements for next meeting

Date	Thursday, 16 February 2017	Location	Potter's Gorge (TBC by DPaW)
Time	10am – 12.00 noon	Chair	Rosanne Pimm

10. Meeting close

- Meeting closed at 12:34pm.