**AKZONOBEL -- COMMUNITY REFERENCE GROUP**

**MEETING MINUTES**

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| **DATE** | Tuesday, 2nd May 2023 | **MEETING #** | 1 (Inaugural) |
| **CHAIR** | Craig Whittaker, AkzoNobel | **TIME** | 6:00 – 7:00 PM |
| **VENUE** | AkzoNobel Boardroom, 51 McIntyre Rd, Sunshine North | **MINUTES** | Scott Thomson, Forge Communications |
| **ATTENDEES** |
| * Craig Whittaker (Chair), AkzoNobel
* Ray Jreige, AkzoNobel
* Lily Prowse-McKeown, AkzoNobel
* Scott Thomson, Forge Communications
 | * Deby Sammut, local resident
* Emma Kiery, local resident
* Nelly Santos, Principal, Sunshine North Primary School
* Amberlie Cameron-Smith, Sunshine Heights Cricket Club
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| **APOLOGIES** |
| * Cr. Virginia Tachos, Brimbank City Council
 | * Jamie Ramsay, Brimbank Ratepayers & Residents Association
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| 1. | Welcome & Introductions |
|  | * Craig welcomed attendees to the inaugural meeting of AkzoNobel’s Community Reference Group (CRG) and outlined the purpose of the meeting.
* Craig invited attendees to introduce themselves and state what they hoped to get from the CRG. Responses were:
	+ Craig – wants to make sure the community understands that AkzoNobel is listening, building constructive relationships and doing the right thing by the community.
	+ Lily – wants to get input from the community on what AkzoNobel can be doing through its CSR program to make a positive impact in the community
	+ Ray – wants to get to know the community better, understand its expectations of AkzoNobel and community concerns so AkzoNobel is focused on the right things
	+ Emma – wants to stay abreast of odour and noise issues and provide input on changes AkzoNobel is making to ensure they meet the community’s needs
	+ Deby – wants to gain an understanding of how AkzoNobel is planning to meet and exceed EPA’s standards, and ensure transparency around AkzoNobel’s monitoring activities, to relay useful information to neighbours
	+ Amberlie – wants to gain a better understanding of AkzoNobel’s presence and impacts on the community, and how she/the cricket club can help
	+ Nelly – wants to understand the issues affecting the community, and how to be a positive contributor through the CRG
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| 2. | CRG Terms of Reference |
|  | * Craig sought feedback on the CRG Terms of Reference (**attached**) that were circulated to attendees prior to the meeting, which outline how the CRG will be executed and governed. All attendees were comfortable, but it was agreed the Terms should be reviewed periodically.

***Actions:**** *Terms of Reference review to take place at CRG meeting in 6 months; Oct/Nov 2023*
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| 3. | Potential additional CRG members |
|  | * Craig noted that AkzoNobel is open to new/additional members joining the CRG. No immediate suggestions were offered, but attendees undertook to consider this.
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| 4. | AkzoNobel operational update & discussion |
|  | * Craig delivered a presentation (**attached**) providing background on AkzoNobel and the Sunshine North site, as well as the history of odour and noise issues and how they have been and are being managed.

**Matters arising:*** Emma and Deby commented that some neighbours have been quite disillusioned with AkzoNobel and there is work to be done for AkzoNobel to rebuild trust and reputation among them, but they can see there has been progress on the noise and odour issues.
* Deby and Emma also mentioned the perception of some neighbours that AN has only taken action when mandated by the EPA, but Craig and Ray explained that, while the EPA alerted them to some (but not all) complaints and has issued notices to comply, AN itself takes responsibility for investigating issues and has developed solutions independent of the EPA. Ray and Craig also mentioned the online community complaints form that was put in place, and encouraged community members to use it so issues can be investigated and addressed more quickly and effectively.
* Emma and Deby enquired about the VCAT proceedings between a community member and Brimbank Council relating to the noise wall, and whether members of the public can attend. Craig and Ray agreed to investigate and confirm.
* Emma and Deby noted that one concern about the revised design of the noise wall (which would be constructed using stacked storage containers) was the possibility that the containers could be used to store chemicals. Craig and Ray confirmed the containers are not intended to be used for chemical storage.
* In response to the update about resolution of the loose flashing on the powder plant causing noise disruption, Emma mentioned that Powercor has been in touch with Barwon Ave residents to inform them about a planned power outage scheduled for 16th May, which presumably is to allow AkzoNobel to fix the flashing. Craig and Ray advised that they had previously been given 5th May as the date for the outage, but would confirm with Powercor and provide an update.
* Emma asked if the new weather station being installed on-site had been mandated by EPA. Craig noted that EPA had not mandated this and the installation is a proactive measure taken by AkzoNobel to help identify critical environmental factors (e.g. wind speed, direction) during its operating hours.
* Deby asked if Craig’s presentation can be shared with community members. Craig confirmed that it could (see attached).
* Deby asked if AkzoNobel could share ongoing odour and noise monitoring results with the community. Craig said that AkzoNobel was happy to do this, and that reports when available would be shared via Community Update emails and on the AkzoNobel Sunshine North website.

*Actions:** *Craig to share with attendees the historic image of the Sunshine North site from Craig’s presentation*
* *AkzoNobel to investigate & inform Emma & Deby whether VCAT hearing is open to public.*
* *AkzoNobel to confirm dates for Powercor’s power outage, to allow works on the loose flashing*
* *AkzoNobel to circulate Craig’s presentation with Meeting Minutes.*
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| 5. | AkzoNobel community / CSR program overview & discussion |
|  | * Lily presented slides (see attached deck) providing an overview of AkzoNobel’s Corporate Social Responsibility (CSR) program, including recent CSR initiatives.
* Lily outlined upcoming community activities, including:
	+ Sunshine North Primary School roof replacement
	+ July working bee (at Sunshine North PS)
	+ May – Australia’s biggest morning tea fundraiser
	+ June – Pride Month
	+ July – Community project TBC
	+ August – National Science Week

**Matters arising:*** CRG attendees voiced approval for AkzoNobel’s community and CSR efforts, and noted there is real interest and appetite for more information about what AkzoNobel is doing in the community, including its support for local groups, sporting teams, etc.. There was a discussion about the best ways to do this, with suggestions including AN’s Sunshine North website, an electronic billboard at the site’s entrance, emails/newsletters to community members and/or stories in local media. Craig thanked attendees for their suggestions and noted that AkzoNobel would consider these.
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| 6. | Community updates & priorities |
|  | * Craig invited input from participants on forthcoming CSR activities.

**Matters arising:*** Emma expressed interest in securing AkzoNobel’s support for a local organisation she supports that offers free/discounted cat desexing, to safeguard the welfare of animals, help manage the local cat population and avoid negative impacts on wildlife. Craig noted that AkzoNobel would consider this.
* Deby and Emma raised the subject of the mural, which was previously intended for the brown wall of the powder plant on the Barwon Ave side. Their understanding is this was scrapped due to costs, but they asked if there was some version of the project that could be revived, perhaps with some community involvement – e.g. getting local children to help paint or create something that would improve the visual amenity of the building. Craig advised he would investigate this.
* Nelly suggested a tree/shrub planting day with local school children, taking advantage of the organic planters AkzoNobel has placed at the front of the site. Craig confirmed AkzoNobel would consider this.
* Craig noted that AkzoNobel wants to be more visible and recognised for making a positive contribution to the local community. He noted that input would continue to be sought from CRG participants.
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| 7. | Date and agenda for next meeting |
|  | * Craig noted that AkzoNobel would be in touch with participants in advance of the next meeting date, which would take place in three months (as it is planned that meetings will take place quarterly).
* Craig noted that AkzoNobel would be happy to take agenda items for the next meeting, and will request input when it reaches out about the next date.

Matter arising:* Emma noted that AkzoNobel’s interactions with the community have been positive and worthwhile, suggesting that it would be good to continue this, to support ongoing improvements and better relationships with the community.
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| 8. | Meeting Close. |