

NCIG Community Engagement Group (CEG) – Meeting Minutes

Meeting No: 5

Thursday 22 October 2020 5:30-7:30pm

Location: NCIG Administration Building

Attendees:	Community Representatives	NCIG Representatives
	John Hayes	Nathan Juchau – Manager HSEC
	Rick Banyard	Lauren Ross – Manager People and Culture
	Lyn Kilby	Scott Grunsell – Project Environmental Advisor
	Catherine Blanch	Wade Covey – Environment and Sustainability Lead
	Alan Blanch	Hayley Ardagh – Environmental Officer

Apologies: Lindsay Clout, Mark Warren, Kenny Barry, Brooke Stevenson

Item 1: Welcome and Meeting Minute Review

- Nathan Juchau (NJ) welcomed the group and introduced Wade Covey (WC), NCIG's new Environment and Sustainability Lead, and Lauren Ross (LR), NCIG's People and Culture Manager.
- Each attendee introduced themselves and spoke about their association with the local community.
- NJ spoke about the COVID-19 controls in place for the meeting, including social distancing and hygiene protocols.
- The minutes from the previous meeting were discussed.

Item 2: General Business and Operations Update

COVID-19 Controls

- NJ provided a general update on the impact of COVID-19 on the business in recent months. NCIG staff and contractors have now returned to the office with appropriate controls in place.

Project Approval Modification Update

- NJ spoke about the recent modification of NCIG's Project Approval. As previously communicated to the group via email, NCIG received the final approval from the Department of Planning, Industry and Environment (DPIE) to increase annual throughput from 66 Million tonnes per annum (Mtpa) to 79 Mtpa, in line with the terminal's capability.
- Catherine Blanch (CB) questioned whether NCIG had any community push back throughout the process. NJ clarified that approximately 15 opposing submissions were received, but these were regarding external factors, such as the coal industry in general, rather than NCIG as a business.

FY20 Operational Performance

- NJ provided an overview presentation of the 2020 financial year performance (FY20). In FY20 NCIG achieved a number of operational records, including the highest financial year throughput to date. A number of other key milestones were celebrated during the year, including NCIG's 10 Year Anniversary, the launch of the Safety Vitals Program, completion of NCIG's Logistics

Management System (LMS) and the successful accreditation of NCIG's Safety System (ISO 45001), and reaccreditation of the Environmental Management System (ISO 14001).

- Lyn Kilby (LK) would like the LMS project to be discussed in further detail in future meetings. Numerous other community members would also like to see the system in further detail. **Action – NCIG to include LMS in the agenda of a future meeting.**
- NJ also spoke about a number of key projects completed throughout the year, such as the successful completion of the Dump Station Automation project, wharf basin upgrades to improve site water quality, the stockyard veneering program trial and the completion of a number of key asset maintenance projects.
- JH requested the presentation slides be provided to the group. **Action – NCIG to provide a copy of the CEG presentation to the group at future meetings.**

Item 3: NCIG People and Culture Update

- LR provided an overview of People and Culture at NCIG, including discussion of the NCIG Cultural Foundations. A number of recent diversity-related initiatives were spoken about, such as the recruitment of two female apprenticeships and two female technicians into trade-based roles.

Item 4: Environment and Sustainability Update

Environmental Performance

- NJ provided an overview presentation of recent environmental performance, including discussion of three recent community enquiries related to air quality. An overview of routine preparatory activities such as veneering and other dust management controls were discussed.
- Alan Blanch (AB) questioned whether NCIG undertake dust monitoring in the local community, and in particular Fern Bay. Hayley Ardagh (HA) provided information on dust monitoring locations in the community and spoke about the NCIG/Port Waratah Coal Service (PWCS) Integrated Air Quality Monitoring Program across the local community. This monitoring data is available via the NCIG and PWCS website.
- LK asked whether NCIG had a complaints line. NJ clarified that NCIG have a 24-hour telephone line for community enquiries, which is available on the NCIG website.

Environmental Projects

- NJ spoke about a number of recent air quality improvement projects, including the stockyard rearrangement project and improved control system updates.
- NJ explained that NCIG were in the process of developing a Sustainability Strategy, which is planned to be finalised towards the end of the financial year. NJ explained that the strategy will incorporate expectations from a number of key stakeholders, with an aim to encourage a sustainable culture to drive innovation, engagement and continuous improvement.
- Scott Grunsell (SG) provided an overview of the Settling Pond Cleaning Project. This project is part of a larger project to improve water quality around site. NCIG plan to trial new methodology to efficiently remove sediment in NCIG's settling ponds.

Item 5: Community Update

- HA provided an update on recent and upcoming community activities, including the Community Support and Partnership Program.
- HA advised that the latest Community Newsletter has recently been printed and would be delivered to local suburbs in coming weeks.

Meeting Close

- The next CEG Meeting will occur in approximately 4 months – date and time to be confirmed at a later date.
 - **Action – NCIG will seek a local Stockton resident to join the NCIG Community Engagement Group.**
-