Orica Mercury Independent Review Steering Panel Meeting						
12 December 2013 - Outcomes and Actions						
Mark Gifford (EPA, Chair), Greg Sheehy (EPA), Professor Alison Jones (University of Wollongong), Derek Elmes (OEH, on behalf of Dr Klaus Koop), Talebul Islam (Randwick City Council), Steven Poulton (CoBB Council), Chantal Snell (Community Member), Lynda Newnam (Community Member), Zack Thomas (EPA, Executive Officer).						
Pamela Wilson (EPA)						

Attendees:

Apologies

Invitees

Ms Lara Kirchner (CoBB Council), Professor Mark Ferson (NSW Ministry of Health)

Documents distributed

- Agenda
 Outcomes & Actions from 4 December meeting

Item	Discussion/Action	Responsibility	Actions
1	Welcome and apologies		
	 Apologies received from Ms Lara Kirchner (CoBB Council) and Professor Mark Ferson (NSW Ministry of Health) 		
2	Outcomes and actions of 4 December meeting		
	 All comments on the draft Stage 1 report were circulated to all panel members. 		
	 All additional comments from 4 December meeting were passed on to CDM Smith to address in report. 		
	 The EPA preparing summary of work and findings in media release to publish on webpage before Christmas along with CDM Smith update newsletter. 		
	 Alison Jones preparing foreword and podcast explaining findings for steering panel review. 	All	Action 2.1 Panel to comment on Alison's text and pod cast
		EPA	Action 2.2 The EPA to finalise with Alison and place on our website

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3	Stakeholder engagement				
	 CDM Smith to prepare Update Newsletter with actions and findings to deliver to the 4500 local residents and businesses. 				
	Draft report in January.				
	 Community forum in early February – potentially Wednesday 5 February 6:30pm 				
	 A suitable venue for the forum in February will be found – suggestions Des Renford Centre, Pagewood Public School (favoured), Yarra Bay Sailing Club, Hillsdale Community Centre, Eastlakes Community Centre 	Talebul Islam	Action 3.1 To explore possibility of Des Renford Centre		
	Advertising for forum should be in:	Zack Thomas	Action 3.2 To explore other possibilities for a venue		
	 Southern Courier x 2 – two weeks and one week prior 		To explore other possibilities for a venue		
	Council mayoral columns				
	EPA webpage				
	• Tweet				
	Media release				
	 CDM invite newsletter (between ads) 				
	Messaging to local schools				
	Email list				
	Invitees should include:				
	 EPA – CER, Con Sites, Air Policy, Metro 				
	NSW Health				
	Alison Jones				
	CoBB Council				

Randwick Council

OEH

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	NSW Fisheries					
	Orica	Alison Jones/ Mark Ferson	Action 3.3 Prepare letter to GPs			
	Local GPs					
	 Panel discussed the use of a facilitator, having time for and recording feedback, having a panel discussion and providing Q&As after the forum. 					
4	Budget					
	No update					
5	Other Business					
	The EPA and Panel recognised the input of Derek Elmes and thanked him for this.					
6	Date for forthcoming meeting					
	Thursday 30 January at 2pm					

EPA 2014/0390 May 2014