



**COMMUNITIES AND INDUSTRIES FORUM (CIF)**  
**A forum for communication between industry and the community – all welcome.**

**NOTES FROM MEETING**

Notes from the meeting held Monday 5 December 2016, 5.30pm at the Ken Jackman Hall in the Darius Wells Library & Resource Centre, Chisham Ave Kwinana.

**PRESENT**

Trevor	Naughton	CSBP
Kelly	Kent	BP Refinery Kwinana
Craig	Reynolds	Kleenheat KPF
Steph	Felstead	CSBP
Michelle	Chatfield	Coogee Chemicals
Ross	Stidolph	Dept Mines & Petroleum
Anjanette	Wheatley	CBI Constructors
Gabe	van den Berg	Tronox
Elise	Matthews	Water Corporation
Yvonne	Noack	CIF
Chris	Oughton	KIC

**APOLOGIES**

David	Honey	KIC President
Bob	Thompson	Councillor, City of Kwinana

**1. OPENING AND WELCOME**

Chris Oughton, Director of Kwinana Industries Council welcomed everyone to the Meeting. Apologies were received from David Honey and Councillor Bob Thompson.

The location of the rest rooms and muster points were advised and guests were reminded to sign the Attendance Register to ensure an accurate record for the minutes. There is an opportunity to ask questions after each presentation. Those asking questions are required to clearly identify themselves and the name of the organisation they represent.

Suggestions for future presentations or guest speakers can be directed to the CIF Coordinator or via a form in the Suggestion Box at the entry.

**2. GENERAL ADMINISTRATION - REPORT FROM THE CIF EXECUTIVE**

The CIF Executive met on 2 November 2016 to review the agenda and presentations for tonight's meeting. Presenters include:

- **CSBP & Kleenheat KPF**  
DFES joint exercise and industry update
- **BP Refinery Kwinana**  
Update on the site maintenance scheduled for February 2017
- **Kwinana Industries Council**  
Awards and Education Development Program

The CIF Executive also reviewed their involvement with the CIF and the future direction of the Forums. Over the last couple of years there have been a number of changes that have impacted the CIF and the CIF Executive:

- issues that the community used to bring to the CIF appear to have been largely addressed by industry;
- community attendance has declined, affecting community representation on the CIF Executive; and
- the withdrawal of support funding from DSD.

As a result the CIF Executive has decided to wind itself up. The operations of the CIF Executive will be handed over to and administered by KIC. The Forums will be solely managed and funded by the KIC and will continue under the current agenda and format.

The outgoing CIF Executive representatives were acknowledged for their time, guidance and expertise they provided to the CIF Executive over the past year.

- Councillor Bob Thompson - City of Kwinana
- Ross Stidolph – Director of DG and Petroleum Safety - Dept of Mines & Petroleum
- Ed Schuller – Acting Director Licensing and Approvals, Dept of Environment Regulation
- David Honey - Industry representative
- Bob Cooper – Community representative

### **3. MATTERS ARISING FROM PREVIOUS MINUTES**

The last CIF was held on 7 June 2016. These Minutes were provided with the current agenda. There were no matters arising. No meeting was held in September, therefore no minutes were provided.

### **4. PRESENTATIONS**

#### **4.1a CSBP: Wesfarmers Chemicals Energy & Fertilisers Emergency Response Capabilities Presentation by: Trevor Naughton, Divisional HSE Manager**

CSBP has dedicated emergency response vehicles and trained ER personnel to respond effectively to potential emergency incidents, including a gas release, fire, hazmat and rescue of personnel. CSBP also provides expert advice and support to organisations that either transport or use sodium cyanide.

CSBP uses the Australasian Inter-service Incident Management System, which aligns with the processes used by the Department of Fire and Emergency Services and WA Police. AIIMS has been developed to embrace the principal of an integrated approach to emergency management, commonly referred to as the all hazards-all agencies model which is flexible and able to be applied across all incidents.

Training consists of weekly Emergency Response Team exercises, monthly Incident Management Team scenario training and joint annual exercises with DFES.

Our recent inclusion to Emergency Management is the use of Drone or Quad Chopper to assist ER/EM. Possible uses include undertaking high risk maintenance inspections, providing immediate feedback, supporting situation reports, determining safe approach routes, search and rescue or general eye in the sky surveillance.

**Q&A** No questions presented.

#### **4.1b Kleenheat Kwinana Production Facility (KPF)**

### **Emergency Exercise 2016**

**Presentation by: Craig Reynolds, HSE Advisor**

Kleenheat KPF, Emergency Response and Incident Management Teams conducted an exercise earlier in the year in conjunction with DFES.

The scenario involved a dislodged valve falling from height during a crane lift from inside the bund of a storage tank. The valve fell injuring two workers. The exercise, conducted over three hours, covered rescue from heights, confined space entry and casualty rescue. As part of the exercise all site personnel mustered. DFES crews from Hope Valley Fire Station and Murdoch Special Equipment Tender together with DFES Senior Management team attended the exercise.

Kleenheat thanked DFES for their assistance and participation on the day, and acknowledged KPF management and employees. Kleenheat takes safety as the number 1 priority and welcomes more joint exercises.

#### **Q&A**

Elise Matthews, Water Corporation, queried staff access to these areas, frequency and air lines.

### **4.2 BP Refinery, Kwinana**

#### ***Scheduled maintenance and update***

**Presentation by: Kelly Kent, Communications & External Affairs Advisor WA**

Earlier this year BP Refinery Kwinana celebrated 61 years of operating in the Strip. Back then, housing in Medina was built to accommodate the Refinery workforce and a cinema was constructed in the town. The cinema has since long gone and development of the Refinery has come a long way with many changes.

In 2017, the Refinery will see its largest turnaround as the process units undergo required maintenance. During this time, safety is the highest priority, underpinned by quality of work. Processes will involve inductions for new people on site, training and safety procedures. This maintenance will ensure the company can continue to operate safely, reliability and efficiently into the future.

Site preparations are underway and a number of factors have been taken into account to assist with a smooth turnaround, including communications with neighbours, site access, road congestion, car-pooling, driving behaviours and traffic modelling. It is expected the peak times will be from 5.30-7.30am and 5.00-7.00pm.

#### **Q&A**

Anjanette Wheatley, CBI

Monitoring of traffic around the rail lines, dirt tracks and end of Thomas Road.

BP advised if anyone sees anything to write down the number plate and get in touch with BP, through KIC. BP are doing as much as possible to monitor and deter bad driving behaviour.

Elise Matthews, Water Corporation

The sharing of information to understand planned shutdowns and to ascertain industry needs, such as water requirements.

### **4.3 Kwinana Industries Council (KIC)**

#### **Education Development Program**

**Presentation by: Chris Oughton, Director**

KIC's Workforce and Education Committee oversees the Education Development Program (EDP) run in conjunction with 20 regional high schools through the Education Partnership.

KIC offers two streams in the EDP. The iProjects trademarked brand caters for students in Year 10 offering insight to careers in industry whilst the Career Pathways Programs promote industry traineeships and work placements for students in Years 11-12 and work experience for Year 10.

Metal and Engineering SBTs have been going for 20 years with a 98% transference rate. KIC has expanded to include Plant Mechanic – heavy diesel; and work placements for those students.

Some of the KIC programs are sponsored externally through Murdoch University; and The Rotary Club of Palm Beach. Member companies have also sponsored a number of KIC programs. KIC is offsetting our costs with sponsorships and SBT funding.

KIIC has received third party recognition through winning a number of Awards, locally and internationally and being recognised at a National training level.

2014 – Rockingham Kwinana Chamber of Commerce, Telstra Regional Business Awards  
Winner - Corporate Community Award

2015 – Dept of Training and Workforce Development – WA Training Awards  
Finalist - WAT School Pathways to VET

2016 – International Partnership Network – Global Best Award  
Winner Youth Employability Skills  
Winner Innovative and Creative Partnerships for the Australia Oceanic region

2016 – Dept of Training & Workforce Development – WA Training Awards  
Winner WA Industry Collaboration Award 2016

2016 – Australian Govt – Australian Training Awards  
Finalist Industry Collaboration Award

What the Board set out for KIC to achieve was an overall program that is structured in such a way that parts of it can be lifted out and used elsewhere in the community across the country. The Board has indicated to WEC to achieve financially sustainable programs with a focus on quality. The City of Armadale is picking up aspects of the iWomen and iMen projects in their high schools and businesses.

The next priority for the WEC is an aboriginal program designed around leadership from our partnership schools. KIC will continue to develop this program.

**Q&A** No questions presented.

## **5. GENERAL BUSINESS**

5.1 Donaldson Road is now open. Sims Metal played a significant role in the development of the road and worked together with the City of Kwinana and Landcorp.

## **6. CLOSE/ NEXT MEETING**

As there was no further business, Chris Oughton thanked everyone for their attendance and invited them to stay for refreshments. The meeting closed at 7.00pm.

The next CIF meeting will be held on Tuesday 7 March 2017.