

ACTION LOG	Meeting: INEOS Site Community Forum Meeting					
Attendees: Janet Brown, Heath Ward Brian Howells, Heath Ward Brian Porter, Palacefields Ward John Gilbert, Mersey Ward Dorothy Boardman, Mersey Ward Sydney Broxton, Mersey Ward Campbell Riley, Mersey Ward Norma Tinsley, Beechwood Ward Ian Hartwell, Grange Ward Tegwyn Jones, Weston Primary School Vivien Mountford, Friends of the Earth	Tony Traynor, INEOS Chlor Roy Faragher, INEOS Chlor Craig Welsh, INEOS Chlor Janet Ward, INEOS Chlor Roger Mottram, EVC Andrew Littlewood, EVC Richard Longden, INEOS Fluor Alan Leicester, INEOS Fluor Dick Tregaea, HBC John Swain, HBC Steve Yee, INEOS Chlor	Date: 20th June 2002	Page	1	of	1
		Distribution: Attendees + PC Dave Bamber, Runcorn Police Ken Sharratt, Runcorn Fire Station David Forster, EA Kate Cawley, Weston Point Primary School Ged Philbin, INEOS Chlor Linda Redhead, Beechwood Ward Reg Eastup, Mersey Ward				

#	ISSUE	ACTION	RESP	COMPLETION DATE	
				Due Date	Status
1	Environmental performance offsite	Provide members with information about how we manage and measure our environmental performance offsite eg. measures taken to protect flora and fauna	Companies		Outstanding
2	Land Maintenance	Respond to John Gilbert with respect to complaints regarding land maintenance	Companies		Complete
3	Terms of reference	Amend wording and re-issue terms of reference to forum members	Secretariat		Complete
4	Contribution (social, economic)	Prepare information on how the companies make a social and economic contribution in the area	Companies		Complete

5	Communications	Set up communications sub group to look at how we report on the progress of the forum to wider community	Companies		Complete
6	Site visit	Organise site visit for those who wish to take part	Companies		Provisional dates set
7	Contaminated land assessment	Circulate HBC leaflet 'Contaminated Land'	Secretariat		Complete
8	Community Complaints Procedure	Resident representatives to forward comments on document to Janet Brown	Resident Reps		Outstanding
9	Non-attendees	Circulate information to non-attendees	Secretariat		Complete