

ACTION LOG		Meeting: INEOS Site Community Forum Meeting					
Attendees: Frank Pennington, Frodsham Ward Glynn Williams, Heath Ward Keith Davies, Beechwood Ward Reg Eastup, Mersey Ward Sydney Broxton, Mersey Ward Brian Howells, Heath Ward Dorothy Boardman, Heath Ward (Deputy) Steve Pritchard, Frodsham Ward Janet Clein, Halton Lea Ward Paula Davies, Runcorn Police Catherine Shaw, Environment Agency Rupert Adams, Vale Royal Borough Council Craig Welsh, INEOS ChlorVinyls Janet Ward, INEOS ChlorVinyls Paul Daniels, INEOS ChlorVinyls Richard Longden, INEOS Fluor		Date: Thursday 19th July 2007 Distribution: Attendees + Peter Buckley, Grange Ward Ian Garner, Heath Ward Ralph Owen, Mersey Ward John Verry, Cheshire Fire Service Denise Arnold, Halton Friends of the Earth Tegwyn Jones, Weston Primary School Noreen Curphey, Weston Point Primary School Dick Tregaea, Halton Borough Council Cllr Stef Nelson, Halton Borough Council Jon Hardman, Weaver Vale County Primary School Rev'd Beth Gardner, St John's Parish, Weston Tony Moorcroft, INEOS ChlorVinyls Ged Philbin, INEOS ChlorVinyls Ron Roscher, INEOS Fluor		Page	1	of	1

NO	ISSUE	ACTION	RESP	COMPLETION DATE	
				Due Date/Status	Comments
1	Proposed Energy from Waste plant	Confirm amounts of waste from Lancashire Waste Disposal Authority	Secretariat	September meeting	COMPLETE - the total waste produced in Lancashire is 600 tonnes per annum compared to 1.4 million metric tones per annum in Manchester
2	Proposed Energy from Waste plant	Feedback to Frank Pennington and VRBC whether INEOS ChlorVinyls would be willing to put a monitoring station at an agreed location eg. Frodsham Weaver Vale Primary School to reassure local residents	Ian Barlow/Craig Welsh	September meeting	COMPLETE - There will be offsite monitoring installed as part of the development, we cannot agree at this stage to specific monitoring points as these will have to be discussed and agreed with the local authority
3	Proposed Energy from Waste plant	Consider inviting 1 or 2 Community Forum resident representatives to an INEOS ChlorVinyls visit to an existing Energy from Waste plant in Belgium	Ian Barlow/Project team	September meeting	No visit planned at present
4	Meeting information	All future meeting information to be provided to deputy representatives in addition to permanent and non-resident representatives to ensure continuity for deputies	Secretariat	Ongoing	ONGOING
5	Possible change of meeting day	Confirm whether Ralph Owen wishes the meeting day to be changed to an alternative day – representatives suggested a Wednesday	Reg Eastup	17 th August 2007	COMPLETE – Reg Eastup has confirmed with Ralph Owen that a change of day would be helpful. Availability for alternatives dates will now be checked

6	Terms of Reference	The Terms of Reference was adopted by the Group. It was noted that 2 permanent resident representatives had failed to respond to the request for comments on the Terms of Reference and in addition they had not attended the last 2 meetings	All	NO ACTION REQUIRED	NO ACTION REQUIRED
7	Terms of Reference	Update Terms of Reference to reflect the decision taken by the Group as detailed in Action number 9	Secretariat	17 th August 2007	COMPLETE
8	Terms of Reference	Issue the agreed Terms of Reference to the Group	Secretariat	17 th August 2007	COMPLETE
9	Deputy representatives attendance at future meetings	The Group discussed the possibility of deputy representatives attending future meetings. The Motion was carried for deputy representatives to be invited to attend all future meetings but as observers only, unless deputising for a permanent representative	All	NO ACTION REQUIRED	NO ACTION REQUIRED
10	Deputy representatives attendance at future meetings	All deputy representatives to be invited to future meetings	Secretariat	17 th August 2007	COMPLETE
11	Re-election process	It was agreed that this agenda item should be moved to the September meeting for discussion	Secretariat	September meeting	COMPLETE
12	Companies SHE performance	Resident representatives requested that the Companies provide an update on SHE performance on a 6 monthly basis – the next update will be at the January meeting and this will be added as an agenda item	Secretariat	January meeting	CARRY FORWARD TO JANUARY MEETING
13	Update on INEOS	Resident representatives requested that updates on INEOS be provided at future meetings	Richard Longden	ONGOING	COMPLETE – Review on a regular basis
14	Update on Energy from Waste planning application	Resident representatives requested that an update on the Energy from Waste planning application be provided at the next meeting – this will be added as an agenda item	Secretariat/Louise Calviou/Craig Welsh	September meeting	COMPLETE
15	Resident representatives non-attendance at meetings	Non-attendance of resident representatives to be discussed at the September meeting – this will be added as an agenda item	Secretariat	September meeting	COMPLETE