

ACTION LOG		Meeting: INEOS Site Community Forum Meeting					
<b>Attendees:</b> Frank Pennington, Frodsham Ward Glynn Williams, Heath Ward Reg Eastup, Mersey Ward Sydney Broxton, Mersey Ward Steve Pritchard, Frodsham Ward Janet Clein, Halton Lea Ward Ralph Owen, Mersey Ward Joseph Rigby, Grange Ward Dr Andrew Tarr, Frodsham Ward (Deputy) Lionel Rimmer, Frodsham Ward (Deputy) Ron Jackson, Heath Ward (Deputy) Dick Tregea, Halton Borough Council Tegwyn Jones, Weston Primary School Noreen Curphey, Weston Point Primary School Chris Bayne, Weston Point Primary School Craig Welsh, INEOS ChlorVinyls Janet Ward, INEOS ChlorVinyls Jenny Doyle, INEOS ChlorVinyls Paul Daniels, INEOS ChlorVinyls Steve Yee, INEOS ChlorVinyls Ron Roscher, INEOS Fluor Alexis Beaumont, INEOS Fluor		<b>Date: Wednesday 30<sup>th</sup> January 2008</b>  <b>Distribution: Attendees +</b> Brian Howells, Heath Ward Keith Davies, Beechwood Ward Dorothy Boardman, Heath Ward Rev'd Beth Gardner, St John's Parish, Weston Maxine Henderson, Mersey Ward (Deputy) John Verry, Cheshire Fire Service Paula Davies, Runcorn Police Catherine Shaw, Environment Agency Denise Arnold, Halton Friends of the Earth Cllr Steff Nelson, Halton Borough Council Rupert Adams, Vale Royal Borough Council Kate Davis, Vale Royal Borough Council Jon Hardman, Weaver Vale County Primary School Tony Moorcroft, INEOS ChlorVinyls Ged Philbin, INEOS ChlorVinyls		Page	1	of	1

NO	ISSUE	ACTION	RESP	COMPLETION DATE	
				Due Date/Status	Comments
1	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	Ongoing	No visit planned at present – to be reviewed
2	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
3	Update on INEOS	Resident representatives requested that updates on INEOS be provided at future meetings.	Richard Longden	Ongoing	Review on a regular basis
4	Actions from last meeting	Actions from the previous meeting (19 <sup>th</sup> September 2007) were accepted by all representatives.  Craig Welsh apologised for not providing the representatives with simple examples/fast facts that are relevant to the Energy from Waster project as no robust facts can be identified at present. Any relevant information will be forwarded to the group when available.	N/A  Craig Welsh	Complete  Next meeting	Complete
5	INEOS ChlorVinyls SHE input	Steve Yee provided information to the group regarding INEOS ChlorVinyls' general SHE performance and our receipt of the CIA Diamond Award. However, due to January being the time when statistics are being collated for the EA Steve was unable to provide the latest SHE data. An updated with be provided by Darius Richardson at the next meeting.	Darius Richardson	Next Meeting	
6	Hydrogen fire incident review	Paul Daniels provided an overview of the incident and the results of the investigation. A letter was sent to all Community Forum Representatives regarding this incident but Frank Pennington did not receive his copy – this will be investigated.	Secretariat	Complete	Complete – The Secretariat has checked and confirms that a letter was posted to all representatives including Frank Pennington

7	Ways to encourage interest in the Forum by the local community	A discussion took place and it was agreed to trial the idea of holding one surgery as a trial for the local community. Date for the surgery will be confirmed but it will be a Saturday morning. Secretariat to identify possible dates and check availability of Churchill Mansions with Reg Eastup. Possible dates will then be offered to representatives.	Secretariat	15 <sup>th</sup> February 2008	
8	INEOS Site Community Forum Newsletter	A discussion took place regarding the Forum Newsletter and it was agreed that it would be timely to issue an edition. Alexis Beaumont and Janet Ward will develop a draft newsletter, which will be sent to representatives for comments/sign-off.	Alexis Beaumont/ Janet Ward	First draft – End Feb Issue – Mid March	
9	2008 Meeting dates	Possible dates for 2008 meetings were offered to all representatives, availability forms to be returned to Janet Ward.  Two forms were given out, to be returned to Janet Ward <ul style="list-style-type: none"> <li>○ Availability list for future meetings in 2008</li> <li>○ INEOS Site Tour</li> </ul>	All representatives	6 <sup>th</sup> February 2008	
10	Runcorn Site Tour	Representatives were invited to attend a mini-bus tour of Runcorn Site, this was particularly aimed at the new representatives who have recently joined the Forum but all representatives are welcome. Availability forms were circulated for return to Janet Ward.	All representatives	6 <sup>th</sup> February 2008	
11	Date of next meeting	The next meeting will be held on Wednesday 9 <sup>th</sup> April, 5.30pm for a 6pm start at The Conference Centre, SOG, The Heath.	N/A	Complete	No further action required