

## MINUTES

### Upper Hunter Mining Dialogue Joint Economic and Social Development Working Group Meeting

Upstairs of the Town Square Shopping Centre  
Suite 1, 159 John Street, Singleton NSW 2330

Wednesday 11 March 2020, 1:00 pm to 2:30 pm

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#### Attending

Ngaire Baker (Chair)	Mount Pleasant Operation
Damien Butler	The Bloomfield Group
Sue Gilroy	Singleton Business Chamber
Josh Harris	Glencore (via teleconference)
Natalie Hewitt	Singleton Business Chamber
Scott Fittler	Yancoal
Leah Scheepers	BHP (via teleconference)
Helen Young	Thiess
Bob Mackie	theresource
James Barben	NSW Minerals Council
Craig Milton	NSW Minerals Council

#### Apologies

Debbie Barwick	NSW Indigenous Chamber of Commerce
Sean Britton	Singleton Shire Council
Anthea Craig	Thiess
David Gatwood	Upper Hunter Shire Council
Mike Kelly	Muswellbrook Business Chamber
Aleksandar Mitreski	Muswellbrook Shire Council
Craig White	Bengalla Mining Company

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#### 1. Welcome and Apologies

The Chair welcomed all attendees and noted the apologies.

#### 2. Minutes and Actions from Previous Meeting

The minutes were accepted by members with actions from the previous meetings noted.

Members discussed the Committee for the Hunter, and the decision not to register the NSW Minerals Council in this initiative at this stage due to the sign-up costs involved.

Mr. Butler advised that Bloomfield recently undertook a site tour of the pit at Rix's Creek with 16 representatives across Singleton Council's various departments, which has helped improve their understanding of mining operations in the region.

#### 3. Presentation: Debbie Barwick, NSW Indigenous Chamber of Commerce

Debbie Barwick was unable to attend and requested that her presentation be postponed until the

following meeting.

**ACTION:**

- **Dialogue secretariat to reschedule Debbie Barwick's presentation for the June 2020 Joint Working Group meeting.**

**4. Outcomes of 2019 Forum**

Mr. Barben provided an overview of the documents for consideration and discussion from working group members, noting that these will be discussed at the upcoming JASC meeting to determine the Dialogue's key priorities for 2020. Discussion for key items is included below:

*Skills and Jobs*

- Members were unsure what the crux of this feedback was referring to. Feedback from the business chambers pointed to shortages within other industries to certain trades or professions, as some skilled workers seek careers in the mining industry.
- The Chair noted that statistics from a presentation at a recent Muswellbrook Chamber of Commerce and Industry event may be helpful in the Dialogue better understanding concerns around the pipeline of available workers in the region. This research showed that Year 10 school leavers were not staying within the region for apprenticeships and were seeking careers outside the Upper Hunter. The research also showed that mining is not considered a job for life.
- Members advised they have no trouble attracting trainees; however, it is highly skilled workers which are sought after, particularly mining engineers.
- Mr. Barben noted that some of these general concerns would be addressed via the NSWMC work in careers and are likely not within the remit of the Dialogue
- Members supported parking this as an issue for now and to revisit if it becomes a major issue in the future. Members noted however, that they were unsure of how the Dialogue could make a positive impact in this space.

**ACTION:**

- **Dialogue secretariat to follow up with Chair regarding sending through Muswellbrook Chamber of Commerce & Industry presentation.**

*Procurement Information Hub*

- Members welcomed the procurement resource on the Dialogue website and noted that it is pleasing to see traffic through these company sites.
- The Dialogue's focus is to now finalise the content, including the information from outstanding companies, and to look at developing the
- The Dialogue secretariat noted that based on the event feedback, it would be beneficial to try and map out any case studies of a supplier successfully navigating the website or business events to secure a tender with a company. The Chair advised that there is likely a supplier working with Sedgman who could be utilised for this purpose.

**ACTION:**

- **Dialogue secretariat to follow up with Chair to discuss successful supplier case study.**

*Procurement Business Events*

- Members noted the successful two events held last year and the positive feedback overall. Several suggestions were noted as great ideas.
- Members supported exploring a 'Meet the Buyers' format for this year's events, noting that short 5-minute timed discussions whereby suppliers could provide an elevator pitch to companies would be beneficial.
- Singleton Business Chamber advised that they had earmarked a procurement event for September 2020 and would be happy to tie this in with the Dialogue's theme.
- Members supported the Dialogue producing a 'cheat sheet' that could be provided to prospective suppliers in advance to ensure they have thought about a range of relevant considerations that mining companies may need to discuss.
- If attendees could also be supplied with a list or matrix of each company involved and the categories to which they each provide regular or continuous tendering opportunities for (similar to what is already displayed on the hub) would help ensure that companies are having the right conversations with the right companies.

- Members advised that if attendees do not have the ability to speak with every company they wish to, that the Dialogue includes a mechanism by which attendees can exchange gift cards or register for a later discussion offline. Circulating a list of those attending will also help forge contacts.
- Members discussed which company reps would be appropriate. Members agreed that in addition to dedicated procurement personnel, industry should be providing suppliers with access to other tech people on site who have the procurement need and are putting things out for tender, such as engineering, maintenance, enviros, production etc.

#### **ACTION:**

- **Dialogue secretariat to liaise with Business Chambers regarding locking in event dates for 2020 and create plans for 'Meet the Buyers' style events.**

#### *Induction requirements/Standardisation*

- Members noted that industry has certain reasons for their particular set of site requirements, and these also vary between different categories of contracts, so while standardisation is a good idea in principle, it is unlikely that this is able to be changed.
- Mr. Barben raised the idea of mapping out the induction process and whether this would be beneficial to suppliers, however members advised that once suppliers engage with a site regarding a procurement tender, they will be better equipped for future interactions, and that a fact sheet won't really set them up.
- Business Chamber feedback was that this is not a prominent issue.

#### *Social issues*

- Members discussed the potential for the Dialogue to reach out to the Singleton Interagency's David Baker to better understand their priorities and how the Dialogue may add value to social issues, without replicating aspects of their work program.
- Members advised that Kim Manwaring at Singleton Council could also help advise on this matter.
- The Chair noted that the Hunter Research Foundation (HRF) Centre is coming up soon, and it would be good for the Dialogue and our members to support this research focused on the Upper Hunter economy and other social factors. This also gives reach to other sectors of the community outside the typical Dialogue Working Group/Committee structure.

#### *Participant Survey*

- Members discussed the survey results and noted the feedback to help improve future events.

#### *Future Forums*

- Mr. Barben noted that the Dialogue secretariat is mindful of having enough content to warrant the hosting of a Forum in 2020, adding that the slate of 2019 projects has shown that there is a lag between analysing the feedback and commencing projects, such that it is difficult to turn this around in a 12 month period. Mr. Barben suggested whether a two-yearly event may be more suitable to ensure that it provides value to attendees.
- The Hunter Coal Festival was flagged as a potential option for the Dialogue to have a large presence at and an opportunity to meet with a large range of stakeholders to gather feedback.
- Mr. Barben also noted that the Dialogue secretariat is conscious of the demands that are being placed on companies in relation to the Dialogue's annual projects, school tours and business events in addition to the Working Group and Committee structure.
- Members noted that much of the discussion session feedback related to improving the communication of the outcomes of existing projects.
- Then Chair advised members of the Singleton Cultural Spectacular scheduled for September 2020, which could provide an additional opportunity to engage with stakeholders.

### **5. Update on Mining Procurement Information Hub**

Member discussion on this agenda item was included in the 2019 Forum Outcomes.

### **6. Update on Mining Procurement Business Events**

Member discussion on this agenda item was included in the 2019 Forum Outcomes discussion. Members agreed a 'Meet the Buyers' event would be a preferred approach for the Dialogue in 2020 and

help facilitate a greater level of discussions between suppliers and procurement personnel, which is the key goal of the events. Members suggested a 'working lunch' format with light finger food, such as wraps, sandwiches and the like would help satisfy attendees and accommodate more guests than a formal sit-down lunch.

## 7. Update on Communications Activities

Mr. Mackie updated members on the various communications activities underway for 2020. The key engagement initiative for the Dialogue is the School Mine Tours Program, which is currently in the final planning stages. Mr. Mackie encouraged the sharing of content, particularly the Dialogue 2019 Forum summary video across member networks.

The video received positive feedback from members, who were keen to see similar videos in the future to promote the Dialogue's activities. The video can be viewed via the following link:  
[https://youtu.be/Xv\\_RzBEm3Fs](https://youtu.be/Xv_RzBEm3Fs).

For member reference, the video production company used was Toybox Films, contact details are as follows (Aaron Haberfield, <http://www.toybox.net.au>)

## 8. Update on other Dialogue Working Groups & Committees

Members noted the activities and projects being progressed by other Working Groups and Steering Committees.

## 9. Other Business

No other business was discussed.

## 10. Next Meeting and Close

The meeting closed at 2.30 pm.

### Actions Arising from Meeting

Action	Responsibility	Progress
Dialogue secretariat to reschedule Debbie Barwick's presentation for the June 2020 Joint Working Group meeting.	Dialogue secretariat	Completed
Dialogue secretariat to follow up with Chair regarding sending through Muswellbrook Chamber of Commerce & Industry presentation.	Dialogue secretariat	In progress
Dialogue secretariat to follow up with Chair to discuss successful supplier case study.	Dialogue secretariat	In progress
Dialogue secretariat to liaise with Business Chambers regarding locking in event dates for 2020 and create plans for 'Meet the Buyers' style events.	Dialogue secretariat	Completed