

AGENDA

Upper Hunter Mining Dialogue

Joint Economic and Social Development Working Group Meeting

Wednesday 9 September 2020, 1:00 pm to 3:00 pm

Join via Zoom Video or Teleconference - details below:

Join Zoom Meeting via Web Browser:

Link: <https://us02web.zoom.us/j/88196590030?pwd=Ni9rMTcxd0lCNk00Yi93Q01yRUhYZz09>

Passcode: UHMDJESDWG

Join Zoom Meeting via Telephone:

Dial: +61 2 8015 6011 Australia

Meeting ID: 881 9659 0030

| No. | Item | Attachment |
|-----|--|------------|
| 1. | Welcome and apologies (5 mins) | |
| 2. | Minutes and Actions from previous meeting (5 mins) | |
| 3. | COVID-19 Update and Impacts on 2020 Projects and Activities (20 mins) | |
| 4. | Discussion: Standardisation of Induction Requirements (20 mins) | |
| 5. | Project Updates: <ul style="list-style-type: none"> a. Mining Procurement Business Events (5 mins) b. Mining Procurement Information Hub (5 mins) c. Business Support Service Proposal (5 mins) | |
| 6. | Chamber Updates (10 mins) | |
| 7. | Council Updates (10 mins) | |
| 8. | Update on Communications Activities (5 mins) | |
| 9. | Update from other Dialogue Working Groups/Committees (5 mins) | |
| 10. | Other Business (5 mins) | |
| 11. | Next Meeting & Close (5 mins) | |

**Upper Hunter Mining Dialogue
Joint Economic and Social Development Working Group - 9 September 2020**

Agenda Item 2

DRAFT 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 10 June 2020, 1:00 pm to 2:30 pm

Attending

| | |
|----------------------|------------------------------------|
| Ngaire Baker (Chair) | Mount Pleasant Operation |
| Debbie Barwick | NSW Indigenous Chamber of Commerce |
| Damien Butler | the Bloomfield Group |
| Helen Young | Thiess |
| Sue Gilroy | Singleton Business Chamber |
| Scott Fittler | Yancoal |
| Leah Scheepers | BHP |
| Jennifer Lecky | Muswellbrook Business Chamber |
| Bob Mackie | theresource |
| James Barben | NSW Minerals Council |
| Craig Milton | NSW Minerals Council |

Apologies

| | |
|---------------------|----------------------------|
| Aleksandar Mitreski | Muswellbrook Shire Council |
| Anthea Craig | Thiess |
| Josh Harris | Glencore |
| Natalie Hewitt | Singleton Business Chamber |

1. Welcome and Apologies

The Chair welcomed all attendees and noted the apologies. Mr. Barben thanked everyone for their continued support and attendance during this uncertain time and noted that we will monitor COVID-19 restrictions closely regarding future meetings and events, and if needed may consider alternative arrangements and venues for future meetings.

2. Minutes and Actions from Previous Meeting

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

3. Impact of COVID 19 on 2020 Projects and Activities

Mr. Barben provided an update on the various impacts that COVID-19 has had on the Dialogue (e.g. events, school tours) and those which have been able to continue per normal (e.g. annual reporting projects, air quality report).

Members discussed the impacts across the Upper Hunter, and how the lack of face-to-face engagement may have affected the Dialogue's long-term engagement. While this is too soon to know, we have found personal interactions have worked well and will continue to progress with increased digital communications during this time.

4. Presentation: Debbie Barwick, NSW Indigenous Chamber of Commerce

Ms. Barwick provided an overview of the NSWICC services and programs that support over 530 indigenous businesses across NSW and the Hunter, noting the Chamber had grown considerably over the last 12 months, despite challenges with bushfires and COVID-19.

Ms. Barwick advised of programs and initiatives such as the indigenous-designed CCA vending machines which help support businesses. Ms. Barwick advised that there is an increasing maturity and professionalism of indigenous businesses that NSWICC is engaging with, and a lot of their work has involved tapping these indigenous businesses into mainstream business communities and capacity building initiatives.

NSWICC recently hosted an online session for GHD which allowed six diverse businesses to pitch and brief on their businesses, which has generated positive feedback so far. They are keen to increase involvement with the resources sector for new procurement opportunities.

Members were impressed with the level of services and programs offered to support these businesses and welcomed the NSWICC and Deb's involvement with the Dialogue.

ACTION:

- **Dialogue secretariat to share the NSWICC presentation.**

5. Business Support Service Proposal

Mr. Barben provided an overview of the proposal, noting the crisis appears to have moved beyond immediate and severe impacts far quicker than expected. As a result, the Dialogue would be looking to pivot/tweak the proposal's focus on more of the 'recovery' aspects.

Members welcomed the proposal and agreed that a recovery focus would greatly assist the Chambers and their business members with support.

Ms. Scheepers advised that BHP will be going through the Recovery phase shortly and arrangements would be finalised in the coming weeks. Local Chambers have been given more immediate support due to the essential nature of their services.

6. Update on Mining Procurement Business Events

Mr. Barben provided a brief update on the Dialogue's planning for 2020's business events and opened discussion to members to hear how the Chamber events had been impacted.

Ms. Lecky noted that the Great Cattle Dog Muster had been moved to 2021, however it had been difficult to plan ahead with so many unknowns. The MCCI would be meeting shortly, and Ms. Lecky advised she would be able to update the Dialogue with future plans after this meeting. MCCI are continuing to work with businesses in isolation. The MCCI Business Awards event was cancelled, however the awards were presented to recipients and generated local media coverage which was positive.

Ms. Barwick advised that they have had to cancel a number of events across the date, however, have a planning day coming up which will help to plan at least one face-to-face procurement-focused event in 2020. NSWICC is keeping a close watch on developments which will help with their planning.

Ms. Gilroy advised SBC is working with the Council and BHP regarding business support for Singleton businesses. SBS is optimistic of running the Hunter Coal Festival and the Business Awards, however the latter has been delayed once already and will likely need to be rescheduled a second time to November.

The Chair advised that the Cultural Spectacular has been moved to May 2021, however the showground had been very accommodating with rearranging events. Ms. Gilroy agreed and noted that despite the inconveniences experienced through COVID-19, it was pleasing to see an increased ability and understanding between businesses working together (e.g. venues, caterers, speakers, bands etc.)

7. Update on Mining Procurement Information Hub

Members noted that the Dialogue secretariat is looking to finalise this resource.

8. Update on Communications Activities

Mr. Milton provided an update on the Dialogue's website upgrades.

Mr. Mackie updated members on the various communications activities underway for 2020, noting these have been impacted considerably by COVID-19, however planning for future events and continued engagement via digital communications has been a priority in the meantime.

A recent article published in @theCoalface encouraged interested stakeholders to contact the Dialogue regarding committee/working group positions, which we will monitor in the coming weeks.

9. Update on other Dialogue Working Groups & Committees

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

10. Other Business

Ms. Scheepers advised that BHP would be shortly hosting a virtual coffee catch-up with Adam Lancey, General Manager, which provided a small group of stakeholders an opportunity to engage with Adam and discuss issues about Mt Arthur Coal and BHP in an informal setting. Members were pleased to hear this engagement continuing despite current meeting restrictions.

11. Next Meeting and Close

The next meeting is scheduled for Wednesday 9 September 2020. The Dialogue secretariat will be reviewing the COVID-19 restrictions for public gatherings and will determine how best to undertake this meeting, although we anticipate this will likely continue as a face to face meeting by this time, albeit potential in a different venue. We will update members closer to the meeting.

The meeting closed at 2.30 pm.

Actions Arising from Meeting

| Action | Responsibility | Progress |
|--|----------------------|-----------|
| Debbie Barwick, NSW Indigenous Chamber of Commerce Presentation | | |
| Dialogue secretariat to share the NSWICC presentation. | Dialogue Secretariat | Completed |

**Upper Hunter Mining Dialogue
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Agenda Item 3

COVID-19 UPDATE AND IMPACTS ON 2020 DIALOGUE PROJECTS AND ACTIVITIES

Issue

The ongoing COVID-19 pandemic has resulted in a significant disruption to many of the Dialogue's usual activities throughout the calendar year.

Background

Since the June 2020 meetings, the Dialogue has opted to continue with virtual meetings until such time when government health advice determines it is safe to host face-to-face meetings at the Dialogue offices. If such meetings are permitted but are required to be in accordance with specified rules (e.g. 1 person per 4 m²), the Dialogue will seek to find alternative arrangements.

To date, the virtual meetings have been successful, with a higher number of attendees using this platform than in previous meetings, so we expect these meetings to continue in this format in the interim.

As members were advised in July, the ongoing challenge of COVID-19 and the ongoing impact of restrictions has required the Dialogue to unfortunately cancel the 2020 Forum event. The forum is a valued community event for various UHMD stakeholders, and we look forward to planning its return in 2021.

Similarly, the UHMD has had to cancel the remainder of the 2020 School Mine Tours Programs due to current bans on school excursions and to reduce the possible risk of introducing COVID-19 to schools and mine sites. With significant interest in participation, the School Tours Program was set for a record year in 2020, with 22 schools from across the Upper Hunter to be involved. The Dialogue fully intends to offer the School Mine Tours Program in 2021, providing the can be delivered safely.

COVID-19 has also impacted the UHMD's other significant community engagement activities. The Broke Village Fair and Singleton Show were scheduled for September, but both have been cancelled. The Dialogue was working to ensure the Hunter Coal Festival could take place but this event organisers should this event be able to proceed as planned in October.

In the meantime, the Dialogue has been working to finalise a number of projects, with updates on these projects included throughout these papers.

FOR INFORMATION/DISCUSSION

**Upper Hunter Mining Dialogue
Joint Economic and Social Development Working Group - 9 September 2020**

Agenda Item 4

DISCUSSION - STANDARDISATION OF MINING INDUCTION REQUIREMENTS

Issue

The JASC has referred an issue raised at the 2019 Forum discussion session back to the Joint Working Group for further discussion.

Background

During the 2019 Forum, several attendees raised an issue for the Dialogue's consideration regarding the standardisation of mining induction requirements. Key issues identified by participants included:

- Tradespeople work with a variety of businesses, with mines often making up only one source of their varied income. The financial and time impacts of multiple induction requirements often makes it difficult to fully invest in procuring work in this sector.
- Some companies only offer quarterly training sessions, which if this opportunity is missed, would result in a 3 month wait for the next possible induction.
- Others reported investing in training and induction of staff who subsequently left shortly thereafter, impacting their business' future ability to send staff to sites.
- An idea for a mining 'black' card, similar to a building/construction industry 'white card' was discussed as a potential option to overcome this issue that fulfilled the requirements of each mining company in the Upper Hunter.

The Joint Working Group's discussed these issues in March 2020, with members understanding the concerns identified, however they were unsure how the Dialogue could resolve this matter, as each company has specific reasons for their particular set of induction requirements, and there would be significant practicalities and WHS compliance requirements to consider.

At the June 2020 JASC meeting, the JASC's business representatives advised that the feedback echoed comments they have received from small businesses who found the current system of inductions demanding, costly and time-consuming. As a result, members agreed that further discussion and analysis of the issue was warranted to determine if it would be possible to support businesses in addressing these issues.

The JASC Chair advised that the key limitation to a quick resolution of this issue was that the industry has legislative requirements they need to meet, and ensure they mitigate their risks accordingly. There was also concern that amending existing WHS regulations could potentially leave the mining industry exposed, and there would be no guarantee of take-up even if this issue were to be resolved.

However, the Chair advised that there may be a way to resolve issues in this space without a risk to WHS, and the Dialogue could seek make a positive impact by investigating and quantifying the impact of this issue on businesses seeking to engage with the mining sector, potentially by preparing some case studies to expand upon the issues. JASC members also discussed Queensland's generic induction for coal mines and whether such a program would be feasible in NSW, and if so, the likelihood of such a program being adopted.

The JASC encouraged the Dialogue's Joint Working Group to investigate if induction requirements could be standardised, and if not, better understand the barriers to resolving this issue.

Recommendation:

- **Working Group members discuss the issue of standardisation of induction requirements further to determine how the Dialogue may seek to resolve or improve this issue for businesses.**

FOR DISCUSSION

**Upper Hunter Mining Dialogue
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Agenda Item 5

A. MINING PROCUREMENT INFORMATION HUB

The Mining Procurement Information Hub provides a resource for local supplier businesses to better understand how they may interact and engage in procurement and tendering opportunities in the Upper Hunter.

Glencore and Peabody have confirmed they will be able to provide data shortly to help finalise member content for the information resource.

Members are encouraged to provide updates to the Dialogue if any links or documents are updated since the information was first provided to the Dialogue.

B. BUSINESS PROCUREMENT EVENTS

Due to COVID-19, the Dialogue has unfortunately not been able to proceed with planning any face-to-face stakeholder events in 2020, which has impacted the Business Procurement Events planning.

A Business Events Plan was prepared which members reviewed and provided additional suggestions to improve the Plan for when normal events may resume.

The Dialogue secretariat encourages members to discuss any potential opportunities for new events to be held jointly between the Dialogue's industry members and chambers which may comply with current restrictions, or for when current restrictions lift.

C. BUSINESS SUPPORT SERVICE PROPOSAL

Members were advised at the June 2020 meeting that the Upper Hunter Mining Dialogue secretariat had prepared a project proposal under the direction of the Joint Advisory Steering Committee for a Dialogue Business Support Service to provide support and guidance to businesses in the Upper Hunter in this critical period brought on by Covid-19 restrictions.

Unfortunately, the Dialogue has been advised its application has been unsuccessful under the BHP Vital Resources Fund. However, BHP has advised it is interested in further discussing the proposed project as part of its ongoing community project funding.

FOR INFORMATION/DISCUSSION

**Upper Hunter Mining Dialogue
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Agenda Item 6

CHAMBER UPDATES

The Dialogue is keen to hear from member chamber organisations on their current priorities and activities with regards to economic and social development, and how the Dialogue may be able to assist.

FOR DISCUSSION

**Upper Hunter Mining Dialogue
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Agenda Item 7

COUNCIL UPDATES

The Dialogue is keen to hear from local councils on their current priorities and activities with regards to economic and social development, and how the Dialogue may be able to assist.

FOR DISCUSSION

**Upper Hunter Mining Dialogue
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Agenda Item 8

UPDATE ON COMMUNICATIONS ACTIVITIES

Please see below for an update on the Dialogue's various communication and engagement activities:

Website Refresh

- The Dialogue continues to develop its website upgrade, with an anticipated launch date of late October to early November. The upgrade will simplify the Dialogue website format and provide a more user-friendly and engaging experience for stakeholders. The Communications Working Group will be consulted throughout the process and will provide feedback to the Secretariat through the user-testing phase.

Community and stakeholder engagement

- Covid-19 restrictions on gatherings has unfortunately forced the suspension of all scheduled community engagement activities. The Dialogue had been scheduled to attend Broke Village Vintage Fair and the Singleton Show in September and the Westpac Rescue Helicopter Service's Hunter Valley Mining Charity Rugby League Day in October, but all events have been cancelled by organisers. It had been hoped the Dialogue could also feature a major display as well as host a procurement event at the Hunter Coal Festival scheduled for October, but the Festival's organisers recently announced it would be postponed until 2021 with the dates yet to be confirmed. The Dialogue display was also scheduled to feature at the Annual Forum which has also been postponed until 2021.

School Mine Tours Program

- Likewise, the School Mine Tours Program has had to be "parked up" due to Covid-19. It had been hoped to roll out the 13 tours scheduled in July, August and September as well as reschedule at least some of the tours postponed from the April-June schedule but ongoing potential health risks and restrictions on school excursions and visitors to mine sites has forced the program to be held over. Schools have reiterated their support for the program and, hopefully, we can include the 22 schools committed to the 2020 program in the planned 2021 schedule.

Media

- As part of its updated social media communications plan to bolster its online presence, The Dialogue has been populating its Facebook page. As well as posting its news articles with links to the Dialogue website, additional posts have included revisiting past Dialogue success stories including the video of the 2019 Annual Forum and the Cattle Grazing Study. The focus on Dialogue success stories will continue alongside news posts.
- News articles distributed to local media in the past few months have included reports on Working Group discussions at their meetings via Zoom and the postponement of the Annual Forum and School Mine Tours Program.

FOR INFORMATION

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Agenda Item 9

UPDATE ON OTHER DIALOGUE WORKING GROUPS/COMMITTEES

The Dialogue has several Committees and Working Groups with differing objectives. It is important to share information and knowledge amongst all Dialogue groups where relevant to help inform discussions. Please see below for updates on various Dialogue Working Groups and Committees:

Joint Advisory Steering Committee

The Joint Advisory Steering Committee met via videoconference on **Wednesday 24 June 2020**. This meeting provided the JASC their first opportunity to review the 2019 Forum feedback and the summary of Joint Working Group discussions, following the cancellation of the March 2020 meeting.

Key items discussed included:

- The Air Quality report and community perceptions of air quality in the region, noting there is a need to maintain a consistent focus and concerted effort on air quality communications even when air quality debate subsides. Members were keen for the Dialogue to partner with reputable organisations such as CSIRO with messaging and promotion of the report.
- Members discussed Economic and Social Development opportunities, noting that the suggestion to standardise induction requirements of sites could be further explored by the Joint Working Group following from their initial discussion.
- Members discussed the Dialogue's future events such as the Forum, noting that current restrictions may not permit an event to be held in 2020.
- Members supported the Dialogue's Business Support Service proposal, noting this would supplement Chamber programs focused on immediate relief to businesses.
- The JASC Chair, Sarah Withell advised that she would shortly be taking up a new role outside of BHP with Whitehaven Coal.

The next JASC meeting is scheduled for Wednesday 8 October 2020.

Communications Working Group

The Communications Working Group last met on **Tuesday 16 June 2020** via teleconference to discuss the following key issues:

- Members received a detailed overview of the website upgrade project, with encouragement for members to provide any feedback to help improve the Dialogue's online communications. Members supported the Dialogue secretariat hosting a standalone demonstration of the new website once it was completed.
- Members discussed the Dialogue's Air Quality Report and encouraged the secretariat to prepare a media release plan and speaking points for addressing any potential criticisms and questions from stakeholders not familiar with the project.
- Members noted the disruption to the Dialogue's community engagement activities, in particular the school tours program and community events schedule.

The CWG is scheduled to meet **Tuesday 15 September** from 2:00 pm to 4:00 pm.

Joint Environment Working Group

The Joint Environment Working Group recently met on Wednesday 9 September 2020 via videoconference, with key topics for discussion including:

- A summary of the 2019 results of both the Rehabilitation Principles and Commitments, and the Water Accounting Framework.
- A revised version of the Air Quality project incorporating the CSIRO comments and additional member feedback; and
- A follow-on analysis of the Hunter River Water Quality Study.

A verbal update on any outcomes will be provided at the meeting. The schedule for 2021 meetings is yet to be finalised.

FOR INFORMATION

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Agenda Item 10

OTHER BUSINESS

Hunter Research Foundation Centre - Economic Insights

The Hunter Research Foundation (HRF) Centre recently hosted an Economic Insights webinar in July to update stakeholders on some economic and unemployment figures impacting both the regional and national economy as a result of COVID-19:

- The Hunter's high youth unemployment - latest figures and impacts of COVID - Q&A with Dr Anthea Bill. Read more here:
http://www.hrf.com.au/uploads/media/Youth-Unemployment_HRF-Centre_Comments_June-2020.pdf
- Hunter unemployment figures for April - Dr Anthea Bill discusses the impact of coronavirus Watch now: <https://www.youtube.com/watch?v=TGtgkI5B4Ik>
- National unemployment figures for April - Anthea Bill discusses the impact of coronavirus. Watch now: https://www.youtube.com/watch?v=yTle_Bk-faQ

The HRF Centre's Dr. Anthea Bill and Dr. Will Rifkin have previously presented to the Working Group in September 2019 on the Economic Indicators and Pulse Survey Results.

The Dialogue secretariat has invited Dr. Bill to attend a future meeting to update members on the latest available economic research relevant to the Upper Hunter, given the economy has significantly changed since their last appearance.

Keep It in The Regions - House Inquiry

The House of Representatives Standing Committee on Industry, Innovation, Science and Resources released a report in November 2018 following the Inquiry into how the mining sector can support businesses in regional communities. The government response to the report is yet to be provided.

Updates from Working Group members

To encourage greater awareness of items of interest across the Dialogue's network of stakeholders, the Dialogue Secretariat encourages Working Group members to share updates on their current or future activities and projects that may be of interest to the Joint Economic and Social Development Working Group members, or the Dialogue more generally.

FOR INFORMATION

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Agenda Item 11

NEXT MEETING / CLOSE

Future meeting dates have yet to be decided. Members will be contacted and sent through meeting invites and details once these have been finalised.

As the Dialogue will not be hosting a 2020 Forum event, the Dialogue secretariat is seeking the views from Working Group members on whether a short meeting to be held in November/December to update and round to year would be supported, and what dates may suit members.

FOR INFORMATION