

STRATHALBYN COMMUNITY CONSULTATIVE COMMITTEE

MINUTES OF MEETING (Draft)

Thursday 26th November, 7.00 pm

Senior Citizens Hall, 6 Parker Avenue, Strathalbyn

1. WELCOME, INTRODUCTIONS AND APOLOGIES

PRESENT:

Committee Members:

Kelvin Trimper (Chair)	Julia Currie	Anne Woolford	Rhonda McCarthy
Malcolm Twartz	Mark Dale	Fred Carrangis	Mike Farrier (MF)

Secretary:

Caroline Holloway

Gallery and Presenters:

Antonia Scrase (DSD)	Paul De Ionno (DSD)	Stephane Gauducheau (Terramin)	Katy Flechner (Terramin)
Erin Nugent (Terramin)	Ken McBride (Terramin)	Kyle Rice (DSD)	Matt Daniel (Terramin)

APOLOGIES:

Ben Brazzalotto (Committee Member)	Joe Ranford (Terramin)	Sue Jettner (Committee Member)	Martin Janes (Terramin)
Karen Rogerson (Committee Member)	Greg Tyczenko (EPA)		

Mike Farrier opened the meeting at 7pm and provided an overview of the selection process for the new chairperson, the development of the revised Terms of Reference (TOR) and introduced the new Chair, Mr Kelvin Trimper, to the SCCC.

Selection of a new Chair:

Mike Farrier indicated that following the resignation of the Chair of the SCCC, Charles Irwin, in February 2015, a selection committee of Anne Woolford, Martin Janes, Greg Marshall and Mike Farrier was chosen to source and select a new chair.

This process catalysed the opportunity to review the TOR for the SCCC. At the conclusion of the process, new TOR were agreed and Kelvin Trimper was selected unanimously as the new Chair of SCCC.

Terms of Reference (TOR):

- A fair bit of time and discussion went into the TOR and Martin Janes played a big part its compilation
- Terramin is commended for its transition to a now listening and collaborative company
- The TOR:
 - is a live document – that means it can be changed at any time for pragmatic reasons
 - spells out, in a more transparent way, the workings of the SCCC
 - calls for clearer time limits in the reporting of the company to the Chair of the SCCC
 - puts in place performance criteria not only on the SCCC Members, but also on the Chair and the Mining company
 - provides a clear mechanism for the selection of SCCC Members and the Chair

Mike Farrier then passed over to Matt Daniel who introduced and welcomed Caroline Holloway from the Goolwa to Wellington Local Action Planning Association who will be providing the Secretariat support for the SCCC.

Matt also introduced and welcomed the new DSD Regulator for the SCCC, Kyle Rice, who is taking over from Antonia Scrase. Antonia will continue to be involved in supporting the SCCC.

Kelvin thanked the SCCC for the opportunity and gave some background of his history which included:

- A Science Degree, with a Botany Major
- Working in Education Administration
- Running an unemployment relief scheme in 1976
- Education Administration in the Elizabeth Office of the Education Department
- Being seconded from the Education Department to the Golden Grove Development to create partnerships between private and public schools for the first time in the State
- Joining Delfin, which was later bought by Lend Lease, in various roles including State Manager of SA and Victoria
- Taking on a national role with Lend Lease in community, education, sustainable development, environment and economic development
- Being involved in the Mawson Lakes project from start to finish
- Working for joint ventures at Golden Grove and Mawson Lakes which was 50% Government and 50% private and reported to a Board as both Project Director and State Director (all decisions of these Boards were unanimous – the Boards never had to vote)
- Finished with Lend Lease 4 years ago and has been working as a part-time Consultant and doing voluntary board work mainly with Community Boards
- Chaired a couple of University Research Boards including the Centre for Work and Life and the Centre for Sustainable Design and Behaviour with UniSA, which had links with Zero Waste
- Chairs the Northern Economic Leaders Group which has recently expanded to include businesses from Port Adelaide, Playford and Salisbury which is responsible for 16.5% of the State's GDP. This group is currently finishing off an economic plan for Northern Adelaide in partnership with those 3 local governments and the State Government
- Chair of Northern Futures Group which puts long term unemployed and underemployed people back into full time employment or training
- President of the World Federation of Rose Societies. Kelvin is passionate about growing roses and can sometimes be heard on local radio once a month on a Sunday morning talking about roses.

Kelvin is really looking forward to this opportunity. He has had an excellent briefing from Terramin and has read as much of the background material as possible but still has a lot to digest. He has also had a very good briefing from the Department of State Development (DSD), including a pre-meeting for tonight's meeting with both State and Terramin which Kelvin valued very much. Kelvin would like to place on the record his appreciation of the time and effort of the staff of Terramin and DSD in trying to bring him up to speed as quickly as possible and for the reports that have been provided to him.

As a Chair, Kelvin outlined a few fundamental rules:

1. Unless there are serious family issues that need attending to, phones must be turned off (preferred) or on silent for the meeting. If an urgent call is expected, let Kelvin know ahead of the meeting and the phone can be left on. CFS pagers are OK.
2. Request for one person to speak at a time.
3. Happy if people disagree but let's do it in a civil manner.

Kelvin then encouraged the committee to call him Kelvin and thanked Mike Farrier for the background which was very helpful in bringing everybody up to speed.

Apologies were noted as above.

Caroline Holloway produced a contacts list of Committee Members which was circulated through the meeting to be updated. Anne Woolford also has a list of Committee member and their contact details which should be updated. No one objected to this being shared with everyone.

Actions:

- Anne Woolford to forward Committee Members email list to Caroline Holloway
- Caroline to update contacts list and forward to all Committee Members

2. REVIEW OF MINUTES OF LAST MEETING

The previous minutes (Meeting held 21st May 2015) have been circulated. Some Committee Members did not receive them – Rhonda McCarthy, Anne Woolford, Mike Farrier.

a. Amendments to minutes:

- Alteration to Anne's name – has an 'e' on the end of Anne.
- Item 4 – point 1, reads "that have been fires", should have read "that there have been fires".
- Greg 'Mitchell' should have read 'Marshall'.
- Question at the bottom of page 4 – Answer reads "if it is just black liner then if that breaks down" – should have read- "if it is just the black liner, we are not concerned".

b. Endorsement of minutes - Minutes accepted with changes detailed above.

A motion was raised that the minutes of the SCCC meeting 21st May 2015 be taken as accepted with the above alterations.

Moved - Anne Woolford Seconded – Malcolm Twartz

All were in favour. The motion was carried.

c. Matters arising, including action items not covered below:

- When the TOR were being updated, a standard format for meeting agendas was determined which included a declaration of any conflicts of interest. See Item 7.2 in the TOR.

- Some Committee Members present did not received a final copy of the TOR.

Action:

- Caroline to ensure that all Committee Members receive a copy of the final TOR dated 22nd October 2015.
- Confirm at next SCCC meeting that the Committee are happy with the TOR dated 22nd October 2015.
- Agendas for future meetings will reflect the changes made in the TOR.

No other matters arising noted.

3. DEPARTMENT OF STATE DEVELOPMENT (DSD): COMPLIANCE OVERVIEW - Compliance and Inspections report

Kyle Rice (KR) introduced himself with a bit of background which included:

- being new on the compliance team and in the Department in general
- arriving from Canada 2 years ago
- being an Environmental Engineer by training
- has done some geotechnical and environmental work in Alberta Canada on a number of mines and some TSFs there
- still learning along the way as every place is different
- spent about a year with the Brukung team doing remediation design work
- moved to the DSD compliance team in the last 5 months or so
- As stated above, Kyle is replacing Antonia Scrase as DSD Regulator on the SCCC

a. Site Inspections and Compliance update – Kyle Rice

- In the last 4 months, Kyle has been able to look at the site a couple of times for two different quarterly compliance visits.
- Happy with what he has seen so far in terms of the water levels of the TSF which have made their way down.
- Looking like in the next few months from comments from the team on site that the water levels should be below tailings levels at some point, let's say by January or so.
- Doing some good practice there as well in terms of doing some irrigation over the top of the tailings to get extra evaporation to help reduce water levels.
- Other than that Kyle has been happy with what he has seen-good practice with the tailings

b. Questions:

- i. Mike Farrier asked about the relative current water level to the tailings. Kyle Rice replied that the water level is well below where it should be and compliant.

No further questions were asked of DSD in terms of compliance. Kyle was welcomed by all.

4. TERRAMIN: Update and Review Power point presentation

Powerpoint presentation will be available on the Terramin and DSD websites. Has been emailed to Committee Members.

Action:

- Matt to email through Powerpoint presentation to Caroline
- Kyle Rice mentioned that he had had a request from somebody within the Department to be able to take some pictures of the community engagement and asked whether anyone had any objections to having their picture taken and being in a public document or presentation.

- No objections were received from the Committee.
- Joe Ranford and Martin Janes send their apologies, as they are in inner Mongolia (China) at the moment.
- a. Terramin general update – AZM, Bird in Hand and Tala Hamza

Matt Daniel presented the Terramin Quarterly Environment Report in a powerpoint presentation.

 - i. AZM – Matt Daniel
 - 6 months since last meeting
 - In that time some feedback from DSD has been received; they have been good at reviewing in a timely manner.
 - Terramin resubmitted ACR in July some extra information and some more detail. Kyle provided feedback on that recently accepting the report but there is still some more information and detail required regarding the dust issues and the substance issues in the data that was reported.
 - NPI – that report is a standard annual report. Not much going on there as there are no big machines operating, therefore noise pollution was quite low as it was the year before.
 - Terramin are working feverishly on the Closure Plan. Aim is to be submitting it really soon, but Terramin need to do some more reviewing on the TSF cover modelling. Terramin’s consultants have redone the modelling and they say they have addressed the issues.
 - There needs to be a review process with various consultants hopefully in the next week or two.
 - ii. Bird in Hand – Matt Daniel
 - When exploration drilling is done in the field, there needs to be a PEPR (Program for Environmental Protection and Rehabilitation) or similar compliance document
 - Terramin has an approved compliance document to do some drilling at Woodside, so that is hopefully starting early next year.
 - The plan, should a mining lease be received for Bird in Hand, is to truck that gold ore over to Strathalbyn for processing at the AZM.
 - There is a lease condition that prevents Terramin under the current arrangements from doing that, so Terramin will need to work through the SCCC and the Government regarding changing that. Not quite sure what that process is but that’s still ahead.
 - At Woodside, the farm which was being leased has been purchased by Terramin which has enabled Terramin to build infrastructure on it to put the tunnel down, if and when the necessary approvals have been granted.
 - Terramin is working hard on the environmental baseline information. A large focus is groundwater and Terramin is mindful that groundwater is something we all need to understand and manage really well from the experience at AZM.
 - Ahead, Terramin has a retention lease to write following an MLP and PEPR. The timeline for that is hard to pin down but that is what is ahead for that particular project.
 - iii. Tala Hamza - Stephane Gauducheau, Legal counsel for Terramin, in Martin Jane’s absence, gave a high level corporate overview of how things are going with Terramin regarding the Tala Hamza project in Northern Africa in Algeria.

- Been busy progressing the finalisation of the feasibility study which has been in progress for a few months now and there's still some work to be done on the ground which is in progress.
 - Terramin has been very much encouraged by positive signs given by the government with a hope that the decision to mine will be taken in the coming months.
 - Joe and Martin are in inner Mongolia (China) visiting a number of mines that use the same mining method that has been proposed for the mining of the Tala Hamza deposit.
 - From a corporate point of view, the company has restructured their debt, extended and increased up to \$10mill which gives the company another \$2mill to fund this operation going forward.
 - In addition, and separately to that arrangement, the company has entered into a marketing arrangement for the purpose of marketing the gold that is going to be produced at Bird in Hand with a huge market to accept that product in Asia and predominantly China.
 - The company has also raised \$3mill with some investors in Victoria which will be used for working capital as well as progressing the Bird in Hand project.
- b. Upcoming AZM summer activities
- Usual rabbit baiting and summer weed spraying will be ongoing.
 - Michael Wilson is working basically full time at the moment doing site activities including weeds, ferals and seed collecting. He will be working with Matt Daniel and Katy Fechner on these activities.
 - Matt also has three or four students from Flinders University doing work experience with Terramin who are helping with doing some fencing around some trees that have not yet been fenced.
 - Looking at doing a lot of native grass seed and acacia seed collection over the next three or four months which will hopefully be used in some different informal trial areas around the site next year.
 - The 2015 compliance report is due at the end of March so there is some information to work on there.
 - Hot and dry conditions have meant using the water truck every fortnight to water some of the trees in some of the more exposed areas.
- c. Quarterly Environment Report, July to September 2015 – key issues
- Dust leading indicators show that over the last quarter there have been two sites which have shown higher lead numbers and the early warning indicator has meant that Terramin need to look at what's going on; why that is the case.
 - Dust Gauge 11 has 204mg/kg (the limit is 125mg/kg) and Dust Gauge 3 had 177mg/kg with the same limit of 125mg/kg.
 - Some explanation has been given in the QER but effectively the average wind direction for those months, generally coming from the SSW would not have been coming from AZM. There is a lot of background lead in the region which has been discussed before but it doesn't look like it is coming from site as there is not too much activity going on on site in terms of processing.
 - Anne Woolford asked about dust levels at AZM from the new development near Laucke's Flour Mill. Matt Daniel replied that this was not of a concern to the AZM and that most of the dust is seen to go towards the railway line.
 - The location of dust gauges 11 and 3 were identified on the map in the QER to be on the Callington Road in the front yard of the house and north of Glover's house in the paddock. The paddock to the west of 3 and 12 is quite dusty with wheat crops. And

gauge 11 is quite close to the driveway. However it is lead and it is something we all need to be mindful and aware of.

- Mine void recharge ie. the water coming up in the mine void – the last round of modelling looked at the sulfate or the acid mine drainage that might be coming out of that hole or in that water. It was conservatively modelled that it should probably be a maximum of 5,500mg/L for sulfate. The QER graphs show what was recorded for the last year to 18 months and show that the maximum is just over 3,000mg/L and seems to have dropped down to just under 2,000mg/L. The behaviour is as expected. While there are other things recorded, sulfate levels are a reasonable indicator that things are on track.
 - In answer to Mark Dale’s question regarding expected water levels, Matt Daniel replied that Terramin are not expecting it to increase.
 - Mike Farrier commented that on a tour of the AZM site, Joe Ranford took a handful of water, drank it and said it was “really great”.
 - A recent graph was presented showing the relative water levels in the mine void in the box cut comparing it to the various model predictions. The graph shows that the water level is tracking quite well. The model has been recalibrated a couple of times and is performing as expected.
 - Due to seed being sometimes difficult to source, Matt is changing management on site to increase production of native seed, increasing areas under production and increasing the areas under native grass; had a bumper year this year collecting and treating *Austrostipa* seed, gassing it and putting it in the coolroom to use next year to expand the cropping area.
 - In answer to Mark Dale’s question regarding gassing, Matt replied that gassing was used to kill all the fungi and the bugs that might be in the seed when it is collected. The gas used is CO₂.
 - It is expected that there will be a lot of acacia seed coming on soon but this is surprising given that it has not really been a very wet year.
 - A rain event on 5th November 2015, of 17mm was recorded at the AZM onsite meteorological station. The water had come in with such force that when it went into the STEDS pond, it pushed over fencing, flowed along the fenceline along the road and maybe out through Burnside creek.
 - On checking the next morning, there was no water in the drains from which to take a sample.
- d. Closure planning progress update, timelines, planning operational meetings with DSD
- This is what the main focus has been on for the last 3 months; working day, night and weekends to try to pull it all together. The Terramin Board is very keen for the closure plan to be completed.
 - Terramin has had some consultants look at the geochemistry of the backfill material and then the groundwater modelling. Information has been fed back to Terramin from DSD and their consultants on further investigation on certain areas.
 - An Adelaide University student has assisted over the last six months in looking at the soil erodability in the long term.
 - Have also looked at the TSF – Staff have gone away and worked with the people who designed the software and come back with some new graphs and reports, information and modelling convergers and their opinion is that there will be no net percolation through the cap. This is still to be reviewed with DSD’s consultants.
 - A piezometer has been installed into the tailings so the water in the tailings can be sampled at a 2m depth. There have been attempts to assess the moisture content of

the tailings, by taking some samples, cooking them in the oven and then reweighing them.

- Some reasonably straightforward rinse testing has been done on the oxidised tailings at the surface.
 - Relooked at the survey data and looked at the subsidence ie. how much that surface is dropping due to drying.
 - A big review has been undertaken of data basically from the beginning of time of the TSF water quality, seepage water quality, decant water quality and trying to make some interpretation of the results mean and some forecasts.
 - This will feed into things like a ground water management plan that is required with the Closure Plan.
 - A pipe has been put out over the tailings dam with sprinklers to assess how quickly the decant water and the water within the tails can be removed. There will be a trial over summer with some accelerated evaporation to see how it goes, what subsidence happens and little things that would be of use to know.
- i. Mike Farrier asked whether or not the Closure Plan would need to be redone if the AZM was to start processing the Gold ore from Bird in Hand. Matt Daniel replied that the Closure Plan was an iterative process and that is for the TSF or for the site as it stands now, so more modelling and design work would need to be done for the new situation. He assured Mike that at the moment the gold tailings will fit in quite easily into the existing TSF with the wall heights as they are and with a bit to spare. There is no proposal to build the walls up at this stage.
 - ii. Mike Farrier asked Kyle Rice if DSD were happy with the speed of progress with the Closure Plan. Kyle Rice deferred to Antonia Scrase who is still responsible for doing assessments of Terramin particularly around the topic of closure. Antonia responded that closure is always an iterative process but that ultimately we are all working to try to get the best situation. Terramin are continuing to make improvements and DSD are double and triple checking what's coming out to get a good solution.
 - iii. Matt Daniel noted that Terramin and DSD will be having a regular get together, and sit around the table and thrash out what the current issue is and where we are going to go over the next little while with an aim to making the process more efficient.
 - iv. Mark Dale asked Matt Daniel to clarify the meaning of no net percolation ie. no percolation because there is no leakage or no percolation because the plants are sopping it all up. Matt Daniel replied that from the current modelling (and cautioned about interpretations of modelling) there will be percolation through, if there is no vegetation at all, of 0.3mm/year average to the tailings. If there is vegetation, there will be no percolation.
 - v. Mark Dale likened TSFs to a little mini model of the Murray Basin which, before human intervention, had low rainfall, about 250mm per year, and had complete vegetation cover with deep rooted perennial Mallee and yet there was still build up of an equilibrium and it was maintained because there was drainage out into the Murray constantly. He felt that even under the most ideal conditions, some provision for percolation was necessary. Matt Daniel assured the Committee that provision has been made in the design so that there is some flow through and there are options there for where it can go, and how it can be dealt with. In the design there will be a capillary break layer, underneath the sponge or the 1.8m/1.6m so there is provision for lateral flow there potentially. So if there is water in the tails and seepage drains, they will still be in place as will the decant well. Mark commented that lateral movement and drainage away were the essential elements. Matt Daniel also noted that for 9 months of the year there is more evaporation than rainfall which means a moisture deficit exists. He assured the Committee that the Consultants are working providing an acceptable solution. Kelvin Trimper noted that

Terramin have Consultants doing this modelling at the moment and that DSD have consultants who are checking. Antonia Scrase commented that DSD are also interested in the future water quality from the tailings and how it is going to change over time as well as the implications if water does escape and whether or not that will be of any concern.

e. Questions:

- i. Mike Farrier asked for follow up information regarding the success rate of grasses planted up the embankment of the TSF to stabilise it. Matt Daniel replied that he thought the reference was to the informal cover trial Terramin are doing on top of the old landfill. The plantings were of *Chloris truncata*, which is windmill grass that grows in the Summer and is in seed now. While initially the success rate appeared low, it now looks more promising. The grass seed collecting program Terramin have undertaken aims to fill in all the gaps in that area and on some of the erosion areas with long lasting perennial native plants.
- ii. Julia Currie asked for clarification regarding the current proposal for TSF closure topping. Matt Daniel replied that Terramin is very focussed on an Evapotranspiration cap at the moment which involves three layers of different soils. They have moved away from the HDPE cover, because it would not be expected to last one thousand years.

Kelvin Trimper commented that the SCCC look forward to progress and appreciate that in dealing with Science, you have to get scientists to agree and everybody feeling comfortable with the outcomes which can complicate the process.

5. DSD: PEPR/Mine Closure Planning

a. DSD – Current Situation, Progress to date, Update on closure process and plan

- DSD have been reviewing things and feeding back. Continuing to move forward.

Kelvin Trimper commented that he thought the joint meetings are a good way to go in making much more rapid progress through discussing the issue rather than being iterative in writing.

- All were in agreement.

Matt Daniel also expressed that the shareholders of Terramin are also keen for this to be resolved as well. “So there is pressure from all over the place to make it work and do it properly”. Terramin are aiming to do their best.

6. TERRAMIN: Community Engagement

Update – Matt Daniel

- The main community engagement activity for the quarter was a session Katy Fechner led where she talked through good environmental practices with some geologists, some of which have worked for Terramin as volunteers doing geology at Woodside.
- Good ongoing communication with Neville Styan, from Alexandrina Council regarding access and managing of the STEDS ponds across the road.
- Terramin had a few good chats with neighbours around land management and weeds. No newsletters planned just ongoing neighbourly relations at the moment.

7. Review of TOR

a. Update and Progress

Anne Woolford asked about whether or not the Minister had to sign off on the TOR. Paul Delonno explained that the Minister has delegated that responsibility to the SCCC to sign off on the TOR.

- Some discussion was had regarding confirmation of the final version of the TOR and some Committee Members said they had not received copies of the final TOR. Consensus was that it has all been finalised, but not been formally moved and seconded at an SCCC meeting yet.

Actions:

- Final copy of TOR dated 22nd October 2015 to be circulated with the minutes
- Further discussion on the TOR to occur at the next meeting with a view to formally adopting them at the next meeting
- New agenda will be used for the next meeting
- Paul to forward final email confirming the TOR to Kelvin which will be circulated with the minutes

8. Other Business/Round Table Discussion

- i. Malcolm Twartz asked about progress on future use of the AZM site. Matt Daniel replied that the Closure Plan contains information regarding areas of revegetation, ie. woodland or a biodiversity use. But the central domain where the concentrate shed is, the workshop and the office area is going to left as a light industrial land use or existing. The options have been left open and the site will not be a completely vegetated area. It could be sold or kept for a community benefit. Terramin are hoping the workshop and concentrate shed will remain but what the actual use will be is yet to be decided. Julia Currie asked if it would be suitable for CLASS to use as a model farm enterprise for people with disability. Discussions have been had between Terramin and Mark Kulinski, CEO of CLASS, and it was found to be a bit steep in places and, while it was an option it was not a preferred one. Julia Currie asked if there was contamination that precludes that type of activity. Matt Daniel replied that Terramin have to demonstrate that it's not a contaminated site. There is no real issue in the buffer zone in question which currently has sheep grazing and the occasional bit of hay making as use activities.
- ii. Mike Farrier asked for follow up information on the potential for the Crown Law Association putting caveats and different requirements on the land at Terramin's request. Matt Daniel replied that it had not been finalised and understood that it was through DSD and with the Crown solicitors. Matt deferred that question to Stephane Gauducheau who replied that there is a draft that was proposed and he understands it is being circulated through different processes of Government. He assumes that the Crown is looking at that and expects some comment at some point in the process. The finalisation of that Land Management Agreement is still probably a little way away in a sense that there is no priority to have that right away given that there is still potential for use of the TSF for Bird in Hand operations etc. However it has been drafted and is in circulation within Government.
- iii. Rhonda McCarthy asked about rabbit and hare control at AZM. Matt Daniel replied that the hare fencing has been effective. However, areas like the box cut, are too steep for gassing the burrows safely. A baiting program has been proposed again this year of 1080 in the box cut, most likely in December.
- iv. Kelvin Trimper asked Anne Woolford if Council staff have had any thoughts/ideas about uses for the asset going forward, for example in the context of a training facility or as a potential light industrial site. Anne Woolford replied that they have looked at it in depth, and examined all possibilities including moving the depot and the dump to that site but that it was found to be financially unviable for the Council at this stage.
- v. Fred Carrangis asked a question around his concern regarding the flammability of the native plants being planted by Terramin in light of recent fires. Matt Daniel explained that while acacias being planted are flammable they also have the effect of conditioning the soil and resprouting after fire. There is the expectation of succession planting with other plants like Dodoneas

amongst a mix of about 30 species. “So it won’t be a dominating effect”. The plan is to continue to have fire breaks and ongoing maintenance to minimise the risks.

- It was agreed that even with substantial fire breaks, in the conditions which occurred yesterday, the end result would have been the same.
- Some discussion was had around the widths of fire breaks and comparative dryness of native vegetation to wheat crops, which would be much dryer.

9. Future Meetings

- Meetings usually take place on the third Thursday of every 3rd month.
- The May 2016 meeting may need to take place on the fourth or second Thursday as Kelvin will be in China on the third Thursday. This can be discussed at the next meeting.

Next Meeting: Thursday, 18th February 2016 at 7:00pm at the Senior Citizens Hall, 6 Parker Ave, Strathalbyn.

10. Meeting closed at 8.31

Actions List:

Anne Woolford	Forward Committee member email contact list to Secretary
Secretary	Update previous minutes and redistribute to all Committee Members
Secretary	Update Committee member Contact list and distribute to all Committee Members
Secretary	Create new Agenda Template for next meeting using the recommendations in the new TOR document dated October 22 2015
Secretary	Ensure that all Committee Members receive a copy of the final TOR dated 22 nd October 2015
SCCC	Review TOR for discussion at the next meeting
Chair	Discussion regarding, with a view to formally adopting, the TOR dated 22 nd October 2015 at the next meeting
Paul Delonno	Forward email confirming final TOR to Kelvin and Caroline for distribution with the minutes
Terramin	Matt Daniel to email through powerpoint presentation to Caroline