



# Minutes

## Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee Meeting 27 April 2016 3:30 pm

Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee	
Item Number	Agenda
1	Attendance/apologies
2	Accepting previous minutes
3	Business arising from previous minutes
4	Current guidelines/ notes from Safe Work NSW in relation to the lightning requirements
5	Formal resignation required
6	Update on Bogan Gate incident
7	Information on excess payments in relation to insurance claims
8	General Business
9	Next Meeting

**HOWARD & SONS PYROTECHNICS COMMUNITY LIAISON COMMITTEE  
MEETING**

**MINUTES – 27.04.2016**

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**ITEM: 1 ATTENDENCE AND APOLOGIES**

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**Present:** Mayor Maree Statham (Chairperson), Rachel Nicoll, Christian Howard, David Turnbull

**Officers:** Andrew Muir and Jessica Heath

**Apologies:** Jim Nichols

**Other absences:** Owen Mayne, Barry Dowsett

**Declaration of Interests:** Nil

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**ITEM: 2 ACCEPTING PREVIOUS MINUTES**

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Call for acceptance of the previous minutes 28 October 2015.

**COMMITTEE ACTION**

**THAT** the previous minutes 28 October 2015 be noted.

**RECOMMENDATION TO COUNCIL – Nil.**

**MOVED:** Christian Howard

**SECONDED:** Rachel Nicoll

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**ITEM: 3 BUSINESS ARISING FROM PREVIOUS MINUTES**

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As the relevant matters were already included on the agenda, there was no business arising from the previous minutes.

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**ITEM: 4 CURRENT GUIDELINES/ NOTES FROM SAFE WORK NSW IN  
RELATION TO THE LIGHTNING REQUIREMENTS**

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**COMMENTARY**

Howard & Sons advised that there are no guidelines from Safe Work NSW on lightning strikes and explosives. However, current requirements onsite are to evacuate all employees for Work Health & Safety (WH&S) issues when lightning and thunder are 30 seconds apart. Residents in the surrounding area for WH&S reasons would be far enough away to meet that requirement. Research of other facilities was undertaken and found that similar policies are adopted.

Some interesting information was found in relation to a tool that can provide information on static and lightning which may be helpful onsite and Howard & Sons are investigating the use of this tool further.

**COMMITTEE ACTION**

**THAT** the information on lightning requirements be noted.

**RECOMMENDATION TO COUNCIL – Nil**

**MOVED:** David Turnbull

**SECONDED:** Mayor Maree Statham

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**ITEM: 5      FORMAL RESIGNATION REQUIRED**

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**COMMENTARY**

Committee member Barry Dowsett has not provided a written resignation as he indicated he would at the last meeting. A replacement may be sought if the committee member has not attended 3 consecutive meetings without having given reasons acceptable to the Committee.

**COMMITTEE ACTION**

**THAT** the update in relation to the resignation of Barry Dowsett be noted and the item placed on the next agenda.

**RECOMMENDATION TO COUNCIL – Nil**

**MOVED:** Rachel Nicoll

**SECONDED:** David Turnbull

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**ITEM: 6      UPDATE ON BOGAN GATE INCIDENT**

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**COMMENTARY**

Howard & Sons advised that the outcome of investigations were inconclusive, however it was day of extreme temperatures, with lightning in the area. Additionally, it was found that old stock and static could have caused the explosion. Therefore, as a result Safe Work NSW have now imposed a requirement restricting the age of stock stored onsite. This has then been imposed for the Wallerawang site as well.

**COMMITTEE ACTION**

**THAT** the information on the Bogan Gate incident be noted and no further action be required.

**RECOMMENDATION TO COUNCIL – Nil**

**MOVED:** Rachel Nicoll

**SECONDED:** David Turnbull

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**ITEM: 7      INFORMATION ON EXCESS PAYMENTS IN RELATION TO  
INSURANCE CLAIMS**

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**COMMENTARY**

Howard & Sons advised that excess payments must be paid by the insurance premium holder under which the claim is made. Howard & Sons cannot pay excess payments for people who made a claim with their own insurers after the incident.

**COMMITTEE ACTION**

**THAT** the information on insurance excess payments be noted and no further action be taken.

**RECOMMENDATION TO COUNCIL – Nil**

**MOVED:** David Turnbull

**SECONDED:** Rachel Nicholl

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**ITEM: 8      GENERAL BUSINESS**

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**COMMENTARY**

Council advised the committee that a concern had been raised by a member of the public in relation to smoking onsite. This was raised with Howard & Sons who supplied information and requirements on smoking to Council who advised the complainant.

Smoking onsite is restricted to the entrance of the site near Pipers Flat Road. There is a strict no smoking policy enforced for all employees onsite and also a quit program provided. These requirements are written into Howard & Sons documentation for operations and employee requirements.

**COMMITTEE ACTION**

**THAT** the information on smoking restrictions be noted and no further action be taken.

**RECOMMENDATION TO COUNCIL – Nil**

**MOVED:** Rachel Nicoll

**SECONDED:** David Turnbull

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**ITEM 10:      NEXT MEETING:**

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**Next Meeting:** Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee Meeting proposed for 17 August 2016.