

**LYSTERFIELD QUARRY COMMUNITY REFERENCE GROUP
MEETING 1**

5:30pm, Wednesday 6 April 2016
Aimee Seebeck Hall, 100 Police Road, Rowville

AGENDA

5:30pm	Arrival	Refreshments available
5:45pm	1. Welcome	(standing item) Attendees and apologies
	2. Minutes of previous meeting	(standing item) Confirmation of previous meeting minutes and Action Tracker Update
	3. *Welcome from Hanson	Edwin Ng, Quarry Manager
	4. *Introduction by Chairperson	Brian Oates
	5. *Future meetings	Confirmation of time, day and frequency of CRG meetings including development of meeting calendar, development of Agenda, production and distribution of Meeting Minutes
	6. *CRG Membership	Develop and confirm process for membership
	7. HANSON updates	(standing item)
~7:00pm	Meal break	
	8. CRG issue updates	(standing item) Development, update and review of issues of common concern
	9. Communication and consultation	(standing item) Members' reports on feedback from their interest groups, media coverage etc in line with CRG's role in building understanding of how the quarry works and involvement in decisions affecting operations
	10. Other Business	(standing item)
	a. Specific information	Hanson or relevant government department, agency or authority to present topics or information
	b. Questions & Answers	Members invited to seek responses to issues of concern and contribute information
8:15pm	11. Review of progress/ next meeting(s)	(standing item) Meeting evaluation Confirmation of next meeting date
8:30pm	Close	

ACTION TRACKER

No.	Action	Due for completion

**These items are only relevant to Meeting 1. Future meetings will not contain these Agenda items.*