

Community & Brand Kurnell, Community Working Group

Meeting minutes – Inaugural Meeting

Wednesday 29 June 2022



Project	Community & Brand Kurnell, Community Working Group (CWG)	Date	Wednesday 29 June 2022
Venue	Ampol Fuel Terminal, 2 Solander Street, Kurnell Training Facility - SOB meeting room 7	Time	6.30pm-8.00pm
Purpose	Meeting 1 CWG		
Attendees	<i>Isabelle Moss, Chair (WSP)</i> <i>Carly Maloney, resident</i> <i>Reina Gaunt, resident</i> <i>Daniel Scully, resident</i> <i>Samantha Rowe, resident</i> <i>Rob Stanley-Jones, resident & President, Kurnell Progress and Precinct Residents' Association</i> <i>Robyn Heagney, resident</i> <i>Cynthia Jacobs, resident</i> <i>Cr Carol Provan, Sutherland Shire Council</i> <i>Cr Leanne Farmer, Sutherland Shire Council</i> <i>Richard Baker, Head of Corporate Affairs, Ampol</i> <i>Helen Stanley, Communications & Community Engagement Business Partner, Ampol</i> <i>Ella Burgess, CWG secretariat (WSP)</i>	Apologies	<i>Rylie Goyen, resident</i> <i>Brittany Fox, resident</i> <i>Jamie Small, resident</i> <i>Duncan McComb, Kurnell located business</i> <i>Zoe DeVoss, Ampol</i>

Item	Actions/notes
<p>Welcome to the CWG</p> <ul style="list-style-type: none"> - The meeting commenced at 6:31pm. - The Chair welcomed all, noted apologies from Rylie Goyen, Brittany Fox, Jamie Small, Duncan McComb and Zoe DeVoss and gave an Acknowledgement of Country. - Gary McKay from Ampol gave an overview of the site safety procedures in case of an emergency. - The Chair outlined the agenda of the meeting. - The Chair asked each member to introduce themselves and their connection to the local Kurnell community. <p>CWG Terms of Reference/Code of Conduct</p> <ul style="list-style-type: none"> - The Chair gave an overview the Terms of Reference and the Code of Conduct. - The Chair noted that the inaugural Brand Kurnell CWG meeting is the first of a series of meetings. It is important all members are clear on the best ways to work together to reach positive outcomes for the Kurnell community. - The Chair highlighted that there are several meetings planned to encourage considered discussion and give members time to have meaningful conversations with the wider Kurnell community. 	<ul style="list-style-type: none"> - CWG members to determine best approach to publishing the meeting minutes at the next CWG meeting. - Ella's work phone number is +61293255676. - The CWG contact email address is community@ampol.com.au. - Please notify the Secretariat of observers who would like to attend, community@ampol.com.au.

- Meetings are planned to be held monthly until November/December 2022. If CWG members feel they have achieved all desired outcomes before November, they are welcome to bring the CWG meetings to a close.
- At a high level, the Brand Kurnell CWG is about sharing ideas and topics members deem relevant. Ampol representatives will always be present in the CWG meetings to participate in a two-way dialogue with the CWG members.
- The Brand Kurnell CWG will provide a forum to identify aspirations, projects, marketing and communications opportunities and communication improvements with the community.
- The Chair noted that on occasion, technical experts from Ampol will attend the meetings. CWG members can canvas questions and feedback from the wider community to put to the technical experts.
- Meetings will be held on site at the Ampol Kurnell Terminal, for up to two hours.
- It is important for all CWG members to commit to ongoing meeting attendance.
- Observers are allowed during meetings. Please notify the Secretariat of observers who would like to attend, community@ampol.com.au
- The Chair outlined the potential process for the meeting minutes. The group agreed to an approximate two-week turn around before the meetings minutes are published on Ampol's website.

Meeting minutes will be a summary of discussions had during the meetings followed by a list of actions.

- Meeting minutes will be drafted by the CWG Secretariat over the few business days following the CWG meeting. The Chair will review the minutes before they are sent to Ampol for review of technical accuracy only. Once all changes and comments have been adopted, the meeting minutes will be distributed to CWG members for comment. A weekend will be included in the timeframe for CWG members to review. Once the meeting minutes have been adopted, they will be published to Ampol's website.
- A CWG member commented that it is important there is complete transparency about the minutes and their availability. The member questioned if only posting the minutes to Ampol's website was sufficient and if they should be posted to other channels such as the community Facebook group.
- The group decided they would determine the best method for publishing the minutes at the next CWG meeting to make a considered decision.
- The Chair noted that if anyone from the community has any questions about the minutes or the CWG in general, the point of escalation is the Secretariat.

ACTION: Ella's work phone number is +61293255676

- The Chair outlined protocols associated with social media and media regarding the CWG. To ensure no one feels misrepresented, personal perspectives are to be delineated from the wider CWG's until the final meeting minutes have been published.
- Ampol will not be using any personal names or images on social media or media, unless specific permission has been given.
- Each member present in the room was asked to sign the Terms of Reference and Code of Conduct with their name, date and signature.

Each member signed, named and dated the Terms of Reference and the Code of Conduct.

- The Chair outlined housekeeping procedures.
The group agreed to the house keeping procedures
 - Acceptance Form/Declaration of pecuniary or other interests.
The Chair and Secretariat both noted their fees as employees of WSP are paid by Ampol.
No other Declarations of Pecuniary Interest were made.
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Ampol introductions and overview

- Richard introduced himself and his role as Head of Corporate Communications at Ampol.
 - Helen introduced herself and her role as Communications & Community Engagement Business Partner at Ampol.
 - Richard thanked the group for their commitment to the Brand Kurnell CWG and Ampol's commitment to investing in the Kurnell community.
 - Richard provided an overview of the history of Ampol, who Ampol is, their community partnerships and what occurs on the Ampol site today.
 - Richard noted that fuel received at the terminal is tested, stored and then distributed through Ampol's network .
 - A CWG member asked how partnerships with community organisations are managed.
 - Richard responded that community partnerships are managed by the local team on site at Kurnell.
 - Richard provided an overview of the brand transition from Caltex to Ampol.
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The Kurnell community

- The Chair asked all community CWG members to write down "what is great about Kurnell" and "what could be better in Kurnell."
- The aspects discussed and outlined by the community CWG members will create a basis for future Brand Kurnell CWG meetings.

What's great about Kurnell

- Easily accessibly on foot, there are no high-rise buildings
 - Small community, family friendly, great access to nature
 - Proud community, village atmosphere, the facilities and natural environment are all accessible
 - Lifestyle
 - Lots of opportunities to engage with the communities eg. various clubs
 - Kurnell is very unique, being a peninsula and with close proximity to the national park
 - People within the community are very close
 - Community members share things widely
 - A very resourceful group of people
 - Laid back attitude
 - No egos, salt of the earth people
 - Family friendly, mostly safe streets
 - Potential for growth and improvement
 - Access to wider Sydney, but has the feeling of an independent identity
 - Water views
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- Warm and friendly community spirit
- Access to natural surrounds, Silver Water Beach, wetlands, the coastline etc and the activities associated with these places such as bushwalking, picnics, coastal walks, fishing, picnics etc.

What could be better

- Concerns about pollution, highly susceptible to rubbish on the beach
- Aesthetics, eg. the drive into Kurnell needs improvement. Local businesses harnessing the need to improve the aesthetics of Kurnell such as the BWS.
- Public amenities, more public toilets on the beach. This will help the community and tourism
- “Kurnellians” under indexed for volunteering which was surprising because the common discourse in Kurnell notes the strong sense of community support
- Aircraft noise
- The roads need to be beautified
- Finding the balance between maintaining the natural beauty of the area with improved infrastructure such as roads, signage etc
- Decipher what role the community want tourism to play in Kurnell
- Improve environmental protection
- Care for the elderly with community initiatives to take care of them as well as the young. Teenagers get bored, which can lead to delinquency. A community centre that caters for all
- “Kurnellians” don’t expect better for themselves, there is a general stigma that nothing is going to change in the community and “just the way it is” attitude
- Community clean ups
- Ampol to supply a service station
- Heavy industrial infrastructure
- Exposure to hazards
- Exposure of wetlands to hydrocarbons
- Improved equine facilities
- Improved active transport access, particularly for bicycles
- Statue to signify Kurnell, eg. a giant stingray, particularly online
- Ensuring natural beauty is preserved
- Make Kurnell self-sufficient using clean power
- Kurnell’s reputation
- Improve opportunities for community engagement at all ages.

Agenda items for future meetings

- How Kurnell can improve inclusivity, particularly the elderly and youth
 - Understanding of Ampol’s parameters for investment in Kurnell
 - Understanding of Ampol’s strategy as a wider business to consider alignment with Ampol’s role in Kurnell, including around future energy
 - Brand Kurnell CWG’s aspirations, what does the group want to achieve once the CWG is complete?
 - Kurnell’s reputation – improvement via marketing, SEO, branding opportunities
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- Community newsletter
 - Positive enhancements for the people that live in and visit Kurnell
 - Workshop and come to an understanding of what Brand Kurnell means to the CWG.
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Next steps

- The next meeting is tentatively set for 6:30pm, Wednesday 27 July.
 - The meeting closed at 8:03pm.
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