



TOOLBOX MEETING REPORT FORM
Collie CBESS Project
Meeting Minutes

Meeting Details

Work Group: SCEE
Meeting venue: ☒ MAIN DOME
Facilitators: ☒ Alex Y ☐ Mick H
 ☐ Mike B ☐ Daniel P ☐ Aled E
 ☐ Nadia E ☐ Neil N ☒ Tess G ☐ Lauren W

Date: 30/07/2025
Time: 17:00
Finish: 17.25

Agenda

Topic	Content	Presenter
Review previous minutes	Follow up from previous toolbox sessions: <ul style="list-style-type: none">Nothing raised at last toolbox session	AY
Toolbox topic	Toolbox Topic <ul style="list-style-type: none">Mental Health and staying focused at work	TG
Other Topics	<p>KPI targets for blue-collar:</p> <ul style="list-style-type: none">3 Hazob reports per week3 Take 5s per day <p>Hazobs</p> <ul style="list-style-type: none">Total of 969 hazard observations received for July to date. <p>The site's hazard submissions have been reviewed, and it's been noted that some people have not submitted any hazards at all for July. We don't want to have to follow up individuals who are not completing their hazard KPIs, so make sure you are regularly submitting the hazards required of you. Remember you can report on positive observations as well.</p> <p>Events 26/07/2025 Report only - Headache symptoms experienced-Injury</p> <p>OTHER</p> <p><u>In Vehicle Monitoring System</u></p> <p>As noted last toolbox SCEE Electrical has completed the implementation of the In Vehicle Monitoring System (IVMS) into its vehicle fleet.</p> <p><u>SIMOPS</u></p> <p>Ensure barricading has been implemented and procedure followed. No breaking barricading for short cut access.</p> <p><i>CPI Wage Adjustment – 2.1% Increase</i> <i>In accordance with the S&DH Enterprises Collie Battery Energy Storage System Project Greenfields Agreement, a 2.1% wage increase will apply, based on the Australian Bureau of Statistics (ABS) CPI release for the June quarter.</i> <i>This increase will take effect from Monday, 4 August 2025, being the first pay period commencing after the CPI release, and will be reflected in wages paid on Wednesday, 13 August 2025.</i></p>	AY



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As of Tuesday 5 Aug 2025

QA Crew & Punch Listing Crew are to attend prestart outside of the main dome.

Everyone else are to attend inside the DOME

Attending Prestart, Toolbox & Debrief

Everyone is expected to sign-on prior to Prestart and Toolbox.

Everyone must be inside the Dome when attending Prestart, Debrief & toolbox

Questions and Issues Raised

Item	Description	Responsible	Date required	Date completed
1.				
2.				
3.				
4.				
5.				

TOOLBOX SIGNOFF

SITE MANAGER OR DELEGATE NAME	SIGNATURE
<i>Alex Yates aka God</i>	