

COMMUNITY CONSULTATION COMMITTEE MEETING MINUTES

TUESDAY, 16 JUNE 2015

KPA OFFICES 401 PORT DRIVE, BROOME

15.1.1 Present:	Karen Dickinson	Chair
	Jodi Lynch	Deputy Chair
	Tony Lee	Member
	Michael Dale	Member
	Glen Chidlow	Member
	Gareth Jenkins	Member
	Tony Proctor	Member
	Kevin Schellack	CEO
	Vikas Bangia	Harbourmaster
	Charles Kleiman	Finance manager
	Veronica Mair	HSE Coordinator
	Christian Lee	Commercial Officer
	Rosemary Braybrook	Administration manager

Meeting commenced at: 1630hrs

Apologies: Chris Mitchell, and Kandy Curran.

ITEM	DISCUSSION	ACTION
Introductory Broome Port tour.	A tour of the wharf and port lands conducted with relevant manager's providing information.	
CEO introduction and welcome.	<p>The Committee formation is seen as important for community communications.</p> <p>The Committee's role is seen as a way for KPA to communicate to the community, through the committee members, and receive committee/community input that can be related to the KPA Board.</p> <p>Committee meeting minutes will be posted on the KPA website.</p> <p>Some information may be of a commercial-in-confidence nature which KPA will be unable to discuss with the committee.</p>	

15.1.2 Correspondence		
15.1.2.1 REC93164 Land use map Port of Broome for port tour.		15.1.2.1 Noted.
15.1.3 General Business		
15.1.3.1 Future agenda items discussion.	<p>Management responsibilities:</p> <p>Land development - Commercial manager.</p> <p>Environmental system and monitoring - HSE Coordinator.</p> <p>Trade statistics and outlook - Harbourmaster.</p> <p>Large projects - Engineer.</p> <p>CEO – KPA may share strategic planning priorities depending on Board approval and confidentiality.</p> <p>Relevant management Port Logistics Consultative committee presentations to be provided to CCC to save information duplication.</p> <p>CCC may be guided by KPA management.</p> <p>Members provided advice on their interest in the port and community segment representation.</p>	<p>15.1.3.1 a Resolved Standing agenda items for Community Consultative Committee (CCC) meetings:</p> <p>Environmental impacts; Recreational usage and public access impacts; Communication strategy; Local economy update eg percentage of local contractors used for works, and Tourism related activity update.</p> <p>15.1.3.1.b Action CCC meeting minutes and presentations to be provided to CCC members by KPA.</p> <p>15.1.3.1.c Action A press statement to be released announcing the formation of the CCC under Karen's Chairpersonship.</p>
15.1.3.2 Times and dates for 2015 meetings.	Discussion on preferred meeting days and times.	<p>15.1.3.2.a Resolved CCC meetings to be held approximately four weeks after Port Logistics Consultative committee meetings.</p> <p>15.1.3.2.b Resolved Meetings to commence at 1630hrs and to be held on a Monday.</p> <p>15.1.3.2.c Action Administration manager to send out calendar invitations to CCC members and management.</p>
15.1.3.3 Community Consultative Committee protocols and procedures approvals.	Discussion on protocols held.	15.1.3.3 Resolved Protocols and procedures adopted.

<p>15.1.3.4 WEOL Project overview provided by Engineer.</p>	<p>KPA received the State Treasurer's approval of the contract allocation and for the project to proceed today.</p> <p>Engineer – there will be times when the public walkway (aligned with the wharf neck) will be closed for safety purposes during the construction work, particularly during work on the wharf neck. KPA will inform the public of walkway closures, as, and when they occur.</p>	<p>15.1.3.4 Noted.</p>
<p>15.1.4 Unscheduled Business</p>		
<p>15.1.4.1 Water Corporation presentation.</p>	<p>The Water Corporation is providing a public presentation on June 24 on the Broome South Treatment Plant and environmental impacts.</p>	<p>15.1.4.1 Noted.</p>
<p>15.1.4.2 CCC Charter</p>	<p>Discussion.</p>	<p>15.1.4.2 Action Points 3.1 Expand number of committee members to eight plus an independent chair and 3.2 to be amended to biennial.</p>

The meeting closed at: 1830 hrs



Karen Dickinson
Chair