

**MINUTES OF MEETING:**

<b>PRESENT:</b> Cath Hutton, Ian Tynan, Tom Andrews, Steve Rae, Sharon Johnston, Sarah Ballard, Tim Ffrost.	<b>MEETING DATE:</b> Thursday 22 <sup>nd</sup> February 2018, 5:00pm, NQBP
<b>APOLOGIES:</b> Greg Horan, Cnr Karen May, Cathy Fredericks, Marilyn Maher, Betty Hobbs.	<b>NEXT MEETING:</b> Thursday 12 <sup>th</sup> April 2018, 5:00pm, NQBP
<b>DISTRIBUTION:</b> CWG	<b>MINUTES SIGNED:</b> _____ <b>DATE:</b> _____

ITEM No	SUBJECT	DECISION/ACTION	BY WHOM	BY WHEN	STATUS
1.	Apologies	Greg Horan, Cnr Karen May, Cathy Fredericks, Marilyn Maher, Betty Hobbs.			
2.	Correspondence	None.			
3.	Minutes and actions from previous meeting	Accepted.			
4.	Environment Report	<p>Steve Rae reported on external contacts, noise, dust, water, waste and revegetation since the last meeting. Additional discussion was held:</p> <p><i>External Contacts</i> Three external contacts received regarding dust.</p> <p><i>Noise</i> There were zero noise level exceedances reported for our community monitoring stations.</p> <p><i>Dust</i> Dust management remains a constant focus. Dust controls are in place as part of operating procedures. Three external contacts (2 complaints, 1 notification) were received during February. Dust management controls were implemented across site when dusty products were identified, further investigation into the dust management process is being undertaken to identify and implement improvements. All licence limits have been complied with for dust deposition and total suspended particulates to date at our community monitoring stations.</p>			

		<p><i>Water</i> Site water balance has been modelled and is being monitored to ensure water availability due to the below average wet season so far. DBCT is currently taking from its SunWater allocation to maintain site water levels. No take from groundwater continues. Water treatment continues to ensure quality of water in the event of controlled release and a large rainfall buffer is maintained onsite.</p> <p><i>Waste</i> Quarterly clean-up for Louisa Creek and Harbour Beach was delayed due to weather and will be rescheduled for March 2018.</p> <p><i>Revegetation</i> Continuing ongoing management of three revegetation areas onsite; Rail Loop Dam, bund on Hay Point Road and Industrial Dam spillway.</p> <p><i>Other</i> <b>Earth Hour</b> – DBCT will again participate in Earth Hour on Saturday 24 March 2018.</p>			
5.	Funding Applications	<p>Tom Andrews submitted an application for \$200.00 for the transport of contingent to Hay Point on ANZAC Day 2018.</p> <ul style="list-style-type: none"> <li>• Approved for \$200.00</li> <li>• Tom submitted hard copy invoice</li> <li>• Tom and DBCT P/L PR team to meet to discuss additional sponsorship</li> </ul>	Sarah		
6.	DBCT Management Update	<p>Tim Ffrost delivered the DBCT Master Plan Update.</p> <ul style="list-style-type: none"> <li>• DBCT Management has a legal requirement to prepare and issue a Master Plan on an annual basis unless nothing has changed with respect to demand or expansion plans.</li> <li>• Changes triggering this 2018 revision include: Demand for access has reduced along with some existing tonnage contracts being relinquished. Additionally, the QCA has approved a new Access Undertaking which adds time and process involved in triggering an expansion.</li> <li>• Technical options for expansion remain the same as the previous Master Plan (Zone 4, 8X and 9X)</li> <li>• The likelihood of an expansion has reduced.</li> </ul> <p>Steve Rae – The 2018 Master Plan should encourage less tension in the community. Any work of substance next, will happen within the terminal's current</p>			

		footprint.			
7.	<ul style="list-style-type: none"> <li>General Business</li> </ul>	<ul style="list-style-type: none"> <li>Sarah Ballard to resend 2018 meeting dates.</li> <li>Tom Andrews mentioned BMA Hay Point is also sponsoring the 2018 Hay Point ANZAC Day Commemoration.</li> </ul>	Sarah		
		Meeting closed 5:22pm			