

**MINUTES OF MEETING:**

<b>PRESENT:</b> Betty Hobbs, Steve Rae, Cathy Fredericks, Tom Andrews, Tim Ffrost, Marilyn Maher, Sharon Johnston, Em Palmer.	<b>MEETING DATE:</b> Thursday 20 May 2021, Hector Hall: Louisa Creek
<b>APOLOGIES:</b> Cath Hutton, Cr. Karen May, Ian Tynan.	<b>NEXT MEETING:</b> Thursday 15 July 2021, Hector Hall: Louisa Creek
<b>DISTRIBUTION:</b> CWG	<b>MINUTES SIGNED:</b> _____ <b>DATE:</b> _____

ITEM No	SUBJECT	DECISION/ACTION	BY WHOM	BY WHEN	STATUS
1.	Apologies	<ul style="list-style-type: none"> <li>Cath Hutton, Cr. Karen May, Ian Tynan.</li> </ul>			
2.	Correspondence	<ul style="list-style-type: none"> <li>Cr. Karen May could not attend, however, wished to update the DBCT P/L CWG on the proposed Louisa Creek Toilet demolition. Karen has passed on everyone's letters and correspondence to upper management.</li> <li>DBCT P/L received a sponsorship application from Catherine Zillmann regarding the Women's Health Retreat. The sponsorship committee have approved this application.</li> <li>CWG Representatives were emailed to vote on proposed increase to CWG Fund. Majority in agreeance. Fund increased to \$10,000 (\$5,000 allocated to Hector Hall with \$5,000 for the committee to vote on). Approved.</li> </ul> <p>Marilyn: Does DBCT P/L need recognition for this sponsorship? Sharon: Would you like DBCT P/L to pay for a new Hector Hall sign? Marilyn: Yes, as long as the sign isn't on council land. Tom: Can the Radio Shack get a sign too? Sharon: Yes, as long as the sign isn't on council land.</p> <p><b>Action:</b> Em Palmer to contact Payne Print for a quote. The signs will need to be organised/paid for in FY22.</p>	Em Palmer	20/5/21	Complete

		<ul style="list-style-type: none"> <li>Yuibera (Yuwi) Meeting with DBCT P/L. Discussion around Yuwi representative to join DBCT P/L CWG. Decision for this meeting. All representatives are in agreeance.</li> </ul>			
3.	Minutes and actions from previous meeting	<p>March 2021 minutes accepted by CWG.</p> <ul style="list-style-type: none"> <li>Tom Andrews: In relation to DBCT P/L planting trees, an organisation in Western Australia has grafted Grevillea, a native tree to Australia. They are grafted for Anzac, therefore called the Anzac Grevillea. They'd be good for the parrots.</li> </ul> <p><b>Action:</b> Em to contact Ricci Churchill and let Ricci know about Tom's tree suggestion.</p> <p><b>Update:</b> Ricci Churchill is sourcing grevilleas. Steve Rae has the update in the Enviro Report.</p>	Em Palmer	20/5/21	Complete
4.	Environment Report	<p>Steve Rae reported on external contacts, noise, dust, water, waste and revegetation since the last meeting. Additional discussion was held, as below.</p> <p><b>Noise</b></p> <p>There were zero noise level exceedances reported for all community monitoring stations for February and March. Data for April is still being assessed and verified for reporting.</p> <p><b>Dust</b></p> <p>Dust Deposition and PM<sup>10</sup> during February and March did not exceed the licence limits as reported in the Port of Hay Point Ambient Air Monitoring Report. Samples and data collected for April are being analysed for reporting.</p> <p><b>Water</b></p> <p>2ML of Sunwater was pumped during NQBP planned maintenance of feeder tank and pumps. No take of the 500ML SunWater allocation with no take planned for the next month. Further use will be dependent on forecasting and received rainfall in the following months.</p> <p>No controlled releases since January with all water quality results well within our licence limits. Water quality continues to support controlled releases if required in the event of forecasted heavy rainfall.</p> <p>Groundwater - No pumping other than maintenance checks planned.</p> <p><b>Waste</b></p> <p>Beach clean-ups continue quarterly with Tangaroa Blue recording data in the AMDI database, next is scheduled for early June.</p>			

		<p><u>March's clean up data</u></p> <p>Half Tide - 8/3/2021 1.30pm: 52kg, 12 bags, 2647 individual items  Louisa Creek - 9/3/2021 1.30pm: 35kg, 4.25 bags, 664 individual items</p> <p><b>Revegetation</b></p> <p>Hay Point Road Bund revegetation undertaken with local species, Anzac Grevilleas being sourced and planned for placement along the bund.</p> <p><b>Sustainability</b></p> <p>All ten (10) priority One Key Strategic Action Strategies are nearing completion in readiness to support the Terminal's Sustainability Report due in September. We have made good progress in areas such as Safety, Water Management, and Community Sponsorship Investment, Sponsorship &amp; Partnerships.</p> <p><b>Other</b></p> <p><b>Jewfish Research</b></p> <p>DBCT is supporting Department of Agriculture and Fisheries and James Cook University in a large-scale Black Jewfish research program, sampling and tracking of jewfish is being undertaken around the Port of Hay Point infrastructure.</p> <p><b>Update:</b> First lot of data downloaded showing vast majority of tagged fish survived, including one specimen over 1.4m who spent majority of Nov-Feb around the DBCT berths before moving away, a jewfish tagged during the program at a wreck off Sarina was also logged at the DBCT Berths along with a hammerhead shark which had travelled down from Repulse Bay. Further data collection will begin to reveal the story of jewfish movements around our region to allow for better management.</p>			
5.	Funding Applications	No funding applications received.			
6.	DBIM Update	DBIM have officially started the feasibility studies for the 8X expansion. All scope of 8X is within the existing terminal footprint. In the coming months, DBIM will publish a revision to the Masterplan. The Masterplan will continue to include details of the 9X project, however, there is no current demand to proceed this development.			

7.	General Business	<p>Tom Andrews: An update on the Dedication Service. Federation Guard are in Mackay, HMAS Cairns are due to arrive tomorrow. All is set to proceed as planned. The service will start at 4.50pm.</p> <p>All: No general business.</p>			
		Meeting closed at 5.20pm			