

Katherine PFAS Community Consultation Group

TERMS OF REFERENCE

1 Background and Scope

Per- and poly-fluorinated alkyl substances (PFAS) have been used in a wide variety of industrial and commercial products, including textiles, food packaging, inks, paints, and sealants, floor waxes, cleaning products, pesticides and fire-fighting foams.

These chemicals have been identified worldwide as emerging contaminants of concern due to their toxicity, highly persistent nature, mobility in the environment and significant potential for bioaccumulation and biomagnification.

The Northern Territory Government has assembled the NT PFAS Inter-Agency Steering Committee (IASC) in response to community concerns from emerging contamination issues associated with the historical use of PFASs and an expectation from Government and the community that further actions be taken to address these concerns in the Northern Territory (NT). The primary function of the IASC is to lead the NT Government input into the Commonwealth led Inter Governmental Agreement (IGA) and the development and implementation of a strategy that will be used to manage PFAS-related issues in the NT.

The IASC will coordinate responses and tasks for managing PFAS in the Northern Territory.

2 Purpose

The Katherine PFAS Community Consultation Group (KPCCG) has been established to advocate on behalf of the Katherine community regarding the impact of PFAS contamination on the health and wellbeing of residents, the environment and those people most effected. The KPCCG will maintain a focus on the following:

- Short Term – Water treatment plant, PFAS Psychological Support Services, PFAS Blood testing;
- Medium Term – Property price impact, tourism impact, overall economic impact on Katherine and resultant mitigation measures; and
- Long Term – Environment, Australian National University Epidemiological study, Department of Defence site remediation and ongoing public relations.

Information may be sourced or provided to the KPCCG either directly from NT government agencies, the IASC, the Commonwealth Department of Health, the Department of Defence or any other source members consider relevant.

3 Role

The Katherine PFAS Community Consultation Group:

- Provides a trusted, regular, accurate information and messaging source for the community;
- Works in partnership with key stakeholders and community members to identify and understand community concerns regarding PFAS in the Katherine area and ensure these are relayed to relevant agencies; and

- Provides an opportunity for the IASC and relevant government agencies to answer questions of importance to the group on behalf of the community.

4 Membership

The KPCCG consists of representatives from the community of Katherine from a range of areas including business, local government, industry and community groups as well as subject matter experts representing government agencies including but not limited to, the Department of Health, Power Water Corporation, the Department of Defence, the Department of Environment and Natural Resources and the Department of the Chief Minister.

Term of Appointment

Members are appointed for a 12 month period. Members may resign at any time they feel unable to offer informed advice regarding their sector of representation. Members will be eligible for reappointment in another term.

6 Meetings

Chairperson	The committee is to be co-chaired by one community member and the Department of the Chief Minister, Regional Executive Director. The community co-chair will be appointed by consensus of the group.
Frequency	On a quarterly basis or as necessary at the request of the group or the IASC.
Secretariat	Department of the Chief Minister, Regional Coordinator. The Secretariat will be responsible for the preparation and circulation of the meeting agenda and minutes.
Quorum	Majority of KPCCG members are present for the duration of the meeting.
Proxies	Accepted.
Member vacancy	A vacancy will arise if a member is absent without apology from three consecutive meetings.
Agenda and papers	Distributed at least one week prior to the meeting.
Minutes and actions	Distributed at a maximum of one week following the meeting. Minutes of the previous meeting must be confirmed at the meeting along with a review of action items
Location	Conference Room, 1 st Floor Katherine Government Centre Meetings are closed to the public

7 Agenda Items / Papers

The KPCCG will operate under a standard agenda consisting of:

- Welcome and apologies
- Previous minutes
- Current and outstanding action items
- Updates and presentations
- Other business
- Close of meeting and next meeting date

8 Communication Protocol

- Communications coming from group meetings should be a reflection of the agreed actions or outcomes of discussions at the meeting.
- A KPCCG member should not speak on behalf of the group unless prior approval has been agreed by the group.
- Group members should refrain from characterising the views of, or attributing comments to, other group members.
- Group members must clearly identify whether they are speaking in their capacity as a KPCCG member, or as a private citizen, where appropriate.

9 Review

The effectiveness and membership of the KPCCG will be reviewed annually in consultation with the IASC.