

Chinatown Stakeholder and Community Reference Group Meeting

Date: Tuesday, 7 February 2017
 Venue: Function Room
 Time: 5:00pm

Attendees:	Cr Ron Johnston (Chairperson)	Shire of Broome
	Andre Veder	Communications and Stakeholder Engagement
	David Galwey	Community Representative
	Jael Napper	Broome Chamber of Commerce and Industry
	Jeremy MacMath	Shire of Broome
	Julie Russell	Chinatown Trader
	Pearl Hamaguchi	Community Representative
	Peter Taylor	Chinatown Landowner
	Rob Menzies	Community Representative
	Sam Mastrolemba	Shire of Broome
	Steven Harding	Shire of Broome
	Simon Proud	Landcorp

Apologies:	Cori Fong	Community Representative
	Monique Ellis	Community Representative
	Harold Tracey	Shire of Broome
	Chris Forbes	Nyamba Buru Yawuru
	Nick Hanigan	Chinatown Landowner
	Tim Bray	Kimberley Development Commission
	Tim Graffen	Special Projects Coordinator

Item 1 Welcome, apologies

- The Chairperson opened the meeting at 5:00pm.
- The Chairperson expressed dissatisfaction amongst the group with the lack of input sought from Chinatown land and business owners and what has been achieved over the past twelve months by the group. Worried all parties are not being consulted.
- Simon Proud advised the process which has been undertaken since State Government committed \$1 million to the revitalisation of Chinatown in 2013:
 - *State Government had said a business case was required providing an overview of what the funds will be spent on and long term economic support for Chinatown;*
 - *Business case was developed by the Shire/KDC/Landcorp which went to Cabinet to release the funding. This was approved in May 2016;*
 - *Department of Regional Development prepared the funding agreement between the Shire and DRD which was approved by Council on 30 June. Funds were released;*
 - *Consultant was engaged in September. Their first job to develop a series of project plans which were completed and presented to the Steering Committee on 15 December.*
- The key consultant team are currently being procured (a public realm architect, civil engineer and environmental consultant) who will be driving the business case. Once the project team is on board consultation will commence.
- Project plan – will they be presented to group? The project plans will not be presented to the group as they are management items containing confidential information containing budget for consultancy.

- There was a significant time delay from when Chinatown Revitalisation announcement was made to the point which Cabinet approval occurred.
- The Project Control Group (PCG) are to administer, deal with procurement, look at scope of works and make recommendations to the Steering Committee. The Steering Committee are the conduit from the communication side and will ramp up once consultants are appointed.
- Cr Johnston – Felt the Reference Group were not being provided sufficient detail on the project. There needs to be a cooperative approach from all parties.
- Andre Veder – Once the plan is generated, engagement and consultation will commence. There has been a calamity of timing errors rather than malice on anyone's part.

Item 2 Matters arising from previous meeting

Action: *Steve Harding (Shire of Broome)*

Contact Derby to get background on how they got through it. Contact DER and get their advice. Get clearing permit and bring back to committee.

Steve has spoken with Derby. Derby's Mangrove clearing was a small patch, however they cut off the top of Mangroves which grew back. Clearing of Mangroves at Streeters Jetty has been investigated and the work involved is extensive.

Action: *The Chinatown Stakeholder and Community Reference Group requests the PCG to investigate the clearing of mangroves 20m around Streeters Jetty and requests this proposal be included within the Chinatown Revitalisation Project.*

Moved: Rob Menzies

Seconded: David Galwey

Item 3 Chinatown Revitalisation Project update (Landcorp)

- Simon Proud – Distributed one pager on roles of people engaged. Provides an insight on exactly how people will be working together. Appointments will be made within the next fortnight.
- Rob Menzies asked if all consultants engaged familiar with Broome. Simon Proud advised it was part of the selection criteria.
- David Galwey asked if the Shire have an easement from Roebuck Bay boardwalk and sea wall? If it did, could this easement potentially be used as an approach and parking easement to make things easier on Dampier Terrace.

Action: *SoB are to investigate what land is vested in Shire of Broome on the Eastern side of Dampier Terrace.*

Item 4 Shire Chinatown Activities update (Shire of Broome)

- Peter Taylor – the Committee should be thinking about what will have the biggest impact in the shortest amount of time which is bringing markets in to Chinatown. The only way the issue is going to be tackled is to have a workshop on the issues, benefits, solutions and going forward.
- Julie Russell - A neutral ground needs to be identified. Options are to be kept open.
- Jael Napper – Cruise ships can be used as a testing ground for potential and success. The Chamber of Commerce want to feed into opportunities for deliverables in Chinatown. There needs to be leverage on investment so the Chamber can partner with the Shire. The Chamber have been sent away with development application forms for 8 x 3 meter marquees at Roebuck Hotel.
- Sam Mastrolembo – The Shire have met with the Chamber and a number of staff have met with Cruise Broome representatives. There are planning requirements that need to be abided by. If the Chamber are asking Council to close Dampier Terrace 13 times in a year Council need to make an informed decision.
- Longer term – identifying which areas in the precinct will be best for markets. This group will feed in with consultants to throw ideas on the table.

- David Galwey – 18 cruise ships coming this year. Decisions need to be made now as the opportunity for cruise ships can go if we don't get things going properly.
- Simon Proud – Issues need to be fleshed out and various options put together. A workshop should be held to determine best site, parking, toilets, fees, who will manage. Issues need to be dealt with one by one.

Action: *A workshop to be held within 30 days for markets in Chinatown.*

Item 5 Engagement and Communications update (RFF Australia)

- Andre Veder - RFF in collaboration with the Chamber were engaged to deliver communications plan for the Chinatown Revitalisation Project. As defined by scope of works the job is to take messages from projects and deliver to communications. The plan prepared went to PCG in December and is scheduled to go to Steering Committee end of February. A survey was presented to 53 businesses and land owners in Chinatown to understand how they view media - many prefer face to face contact or a letter. Communications have been framed around a monthly newsletter that will be fed through a dedicated internet site with project fact sheets, social media page, radio advertising. Communications will go out on project delivery. With the State Election in play unable to communicate due to structure of project because Government cannot approve.
- Peter Taylor – Initial aspiration was to develop website based on Chinatown to be used for marketing, events, coordination opening times etc. Request to consider website being the template of Chinatown marketing information website that can start being built over the next year and that can sustain going through to the future.

Item 6 Chinatown Christmas Party update (BCCI)

- Jael Napper – Feedback received from a Facebook survey was that the Christmas Party was deemed successful. Feedback from businesses who responded were very happy of the outcome. First meeting of the Board was held last week and it was advised that the Chamber need to step away from the Christmas event due to risk exposed to the Chamber. The event cost in total \$28,857 and \$22,495 was raised.
- Cr Johnston requested the Chamber keep an open mind to running this event.

Item 7 Chinatown Underground Power Project Survey – 2013 (Shire of Broome)
In 2013 the Shire of Broome in conjunction with Horizon Power undertook to relocate the power in Chinatown underground. This project was made possible by funding provided by the Country Local Government Fund (Department of Regional Development). In an effort to acquit the grant for the Country Local Government Fund, Shire Offers are hoping to provide a survey to the members of the Chinatown Stakeholder and Community Reference Group to be included for the project acquittal.

Andre Veder left the meeting at 6:06pm.

Item 8 Presentation and Workshop to CSRG on Activity Plan (Shire of Broome)

Item 9 General Business

Nil.

Item 10 Meeting Closure

The Chairman closed the meeting at 6:32pm.

Chinatown Stakeholder and Community Reference Group Meeting

Date: 4 April 2017
Venue: Function Room
Time: 5:00pm

Attendees:	Ron Johnston (Chairperson)	Shire of Broome
	Andre Veder	Communications and Stakeholder Engagement
	Andrew Howe	TPG Placematch
	Chris Forbes	Nyamba Buru Yawuru
	Cori Fong	Community Representative
	David Galwey	Community Representative
	Jeremy MacMath	Investment and Development Coordinator
	Julie Russell	Chinatown Trader
	Lisa Montgomery	TPG Placematch
	Monique Ellis	Community Representative
	Sam Mastrolembo	Shire of Broome
	Scott Adams	YDLA w/ TCL
	Scott Lang	UDLA w/ TCL
	Steve Harding	Shire of Broome
	Simon Proud	Landcorp
	Tim Bray	Kimberley Development Commission
	Tony Hutchinson	Chinatown Trader
	Vanessa Margetts	UDLA w/ TCL

Apologies:	Rob Menzies	Community Representative
	Harold Tracey	Shire of Broome
	Jael Napper	Broome Chamber of Commerce and Industry
	Nick Hanigan	Chinatown Landowner
	Pearl Hamaguchi	Community Representative
	Peter Taylor	Chinatown Landowner

Item 1 Welcome, apologies

The Chairperson opened the meeting at 5:01pm and welcomed members to the meeting, including new Chinatown Trader Representative, Tony Hutchinson, who was endorsed by Council at the Ordinary Meeting of Council held 30 March 2017.

Andre Veder entered the meeting at 5:02pm.

Item 2 Matters arising from previous meeting

Action: *The Chinatown Stakeholder and Community Reference Group requests the PCG to investigate the clearing of mangroves 20m around Streeters Jetty and requests this proposal be included within the Chinatown Revitalisation Project.*

Steve Harding - This was tabled at the PCG meeting held 14 February 2017. PCG resolved the following: *The Streeters Jetty resolution from the CSCRG was discussed. The PCG noted that clearing boat access to and restoring Streeters Jetty does not form part of the Business Case or the FAA for the Revitalisation Project, and as such the PCG is unable to progress it.*

Action: *SoB are to investigate what land is vested in Shire of Broome on the Eastern side of Dampier Terrace (refer Attachment 1 – Streeters Land Tenure).*

Action: *A workshop to be held within 30 days for markets in Chinatown*

Refer to Item 5 for update on workshop.

Item 3 **Terms of Reference for the Chinatown Stakeholder and Community Reference Group Presentation** (refer Attachment 2 – Chinatown Stakeholder and Community reference Group - TOR) (Shire of Broome)

Sam Mastrolembro - Due to general discussion regarding communication and the role of CSCRG the Terms of Reference has been circulated. The purpose of the CSCRG is as follows:

- Provide input and feedback to the Project Control Group and Council on the Revitalisation of Chinatown.
- Ensure the community and key stakeholders are appropriately engaged in the design and the delivery of projects as part of the Chinatown Revitalisation.
- Act as a conduit between the Project Working Group and the community and traders and landowners in Chinatown.

Cr Johnston - the Terms of Reference states each member may delegate a proxy to attend in their place providing it is done in writing to the Chairperson before the meeting – the group are to keep this in mind.

Chris Forbes entered the meeting at 5:09pm.

Cr Johnston – Item 6 of the TOR states that the group has no delegated authority. The CSCRG are only to provide advice and recommendations.

Sam Mastrolembro – meeting minutes from the past 12 months of the CSCRG meetings were tabled at the Ordinary Meeting of Council held 23 February so they are transparent to the public.

Item 4 **Chinatown Project Update** (Landcorp)

Simon Proud – The key advisory team were appointed mid Feb:

- Civil Engineer (TABEC) – Brian Farrell
- Environmental (Strategen) – Dan Panickar
- Public Realm Architect (UDLA with TCL) – Scott Lang, Daniel Ferns, Scott Adams
- Place Making Consultant (TPG Place Match) – Andrew Howe, Lisa Montgomery, Bronwyn Slater
- Cultural Interpretive Centre Feasibility (Simon Mac Arthur & Assoc) - Simon McArthur

This is the core of the project team. They have had 3-4 weeks to get up to speed, review all the existing documentation and start to understand Chinatown and Broome.

Inception meetings held - Simon Mac Arthur has met with the CICWG and outlined his program of work and the Public Realm Architect and Place Making teams start their consultation with the CSCRG tonight.

Some initial work is already nearing completion. Environmental consultant will complete their preliminary site assessment report this week on Gray St extension and seawall and Dampier Tce seawall and boardwalk.

A reminder of the broad program:

During 2017

Consultation and engagement

Design

Approvals

Tender

2018

Construction

All complete by end 2018

Item 5 Chinatown Investment Development Coordinator Update (*Shire of Broome*) -

Jeremy MacMath - The markets workshop was held on 24 February which was not very well attended. At the workshop aims and requirements were discussed and other markets in Australia were looked at. The group decided on four options for Cruise Ship Markets – of the four Johnny Chi Lane was the preferred location. The owner of Johnny Chi lane has expressed interest in holding the markets there. Following negotiations the site has been tentatively secured for Cruise Broome to run markets from there. Pearl luggers has also been acquired as a cruise ship market site by Cruise Broome. This will be the initial site for cruise ship markets and Johnny Chi will be used as a growth site.

Working with traders for promotions for holidays. Seed funding guidelines haven't been released however initiatives have including Sun Pictures, Dampier Terrace Gallery Launch, Historical Tours, Incredible Edible 'Wicked Wicking Beds' Proposal.

Project headquarters proposal looking to set up a space in Chinatown to act as a demonstration site of what activation can be.

Funding released in two rounds to distribute the funding over the 2 year period.

Item 6 Communications and Stakeholder Engagement (*Landcorp*)

Andre Veder – communications have been on hold due to State Government conventions. This week we will see the launch of the website, the Facebook site, Instagram page and newsletters. Traders and stakeholders have advised their preference for something digital as well as something dropped at their doorstep. The resounding feedback received from traders was that they were too busy with day to day operations to keep up with Facebook posts – more of a human approach is preferred. The whole idea of the communications push is about providing as much information to Chinatown Stakeholders, traders and the community through different mediums. Project fact sheets updated with relevant and up to date project details will be publically available this week after the website launch.

Item 7 Stakeholder Engagement Workshop (5:30pm – 7:00pm TPG and UDLA)

Item 8 Meeting Closure

Chinatown Stakeholder and Community Reference Group Meeting

Date: 22 May 2017
Venue: Function Room
Time: 5:00pm

Attendees:	Ron Johnston (Chairperson)	Shire of Broome
	Andre Veder	Communications and Stakeholder Engagement
	Chris Forbes	Nyamba Buru Yawuru
	Cori Fong	Community Representative
	David Galwey	Community Representative
	Jael Napper	Broome Chamber of Commerce and Industry
	Jeremy MacMath	Investment and Development Coordinator
	Julie Russell	Chinatown Trader
	Monique Ellis	Community Representative
	Nick Hanigan (<i>teleconference</i>)	Chinatown Landowner
	Pearl Hamaguchi	Community Representative
	Peter Taylor	Chinatown Landowner
	Rob Menzies	Community Representative
	Sam Mastrolembo	Shire of Broome
	Steve Harding	Shire of Broome
	Simon Proud	Landcorp
	Tim Bray	Kimberley Development Commission
	Tony Hutchinson	Chinatown Trader
 Apologies:	 Harold Tracey	 Shire of Broome

Item 1 Welcome, apologies

The Chairperson, Ron Johnston, opened the meeting at 5:02pm.

Item 2 Matters arising from previous meeting

Nil

Item 3 Business Case Presentation - Project Overview/Project Plans (*Shire of Broome/Landcorp*)

Action: *SoB to provide CSCRG detailed project descriptions extracted from the Financial Assistance Agreement – Royalties for Regions Project – Broome Chinatown Revitalisation document.*

Action: *Landcorp to send Kimberley Centre for Culture, Art and Story – Community Workshop breakfast invite to CSCRG (being held 26 May at 7:00am).*

Item 4 Chinatown Project Update (*Landcorp*)

- Gray St and Roebuck Bay reconnection – looking at any particular fatal flaws. Flora and vegetation survey was completed last weekend under short notice.

- Prior to this a preliminary environmental assessment was undertaken, which was essentially a desktop and Aerial photo walkover to determine any flora or fauna fatal flaws and none were identified.
- Working with Yawuru to have heritage survey completed.
- Goolarabooloo have lodged application to have heritage site registered so will need to do the same with them.
- Geotech investigations- the first round will be completed within the next few weeks and also see if there's an issue with acid sulphate soils.
- Currently obtaining property advice on value of additional retail land and impact of a larger retail floor space for Chinatown.
- Coastal engineers looking at seawall designs for extension of design.
- Cultural centre has new working title of Kimberley Centre for Cultural Arts and Story – which more closely reflects the vision.
- Research has been undertaken on visitor offerings, numbers and demographics and benchmarking those.
- Have commenced identifying potential philanthropists who support the centre financially or with displays.
- Consultation is underway to ascertain product availability and interest in involvement.
- Consultation has commenced through NBY with indigenous groups (PBCs) as a way of opening doors to identify what indigenous products are available Kimberley wide.
- Anyone indigenous and non who has potential to support the centre through displays, performances, stories etc. to enhance attraction will be consulted.
- Work is underway covering a lot of elements to ensure what we can offer will attract an audience and will be sustainable in the long term.
- Cori Fong raised the importance of all historical families in Broome being recognised and involved throughout this process and not just one specific interest group.

Andre Veder entered the meeting at 5:20pm

Item 5 Chinatown Investment Development Coordinator Update *(Shire of Broome)*

- Chinatown headquarters – lining up to negotiate and sign lease for multi functional space.
- Funding has recently been released, with the first round of funding closing 31st June.
- Laneway strategy acting as a guide to the laneway enhancement project.
- Liaison with businesses and owners regarding activation projects.

Item 6 Communications and Stakeholder Engagement *(Landcorp)*

- Last month there was an increase of traffic through the Facebook site. There has been an average weekly visit of around 2706 people, with a smaller number of engagement occurring.
- Undertaking promotion over next four weeks to enhance engagement.
- Second newsletter was recently released – bridging revitalisation and promoting some of the good work being completed.

Item 7 Concept Design Workshop for the design and delivery projects *(commencing at 5:45pm – TPG/Placematch/UDLA)*

Item 8 Meeting Closure

Chinatown Stakeholder and Community Reference Group Meeting

Date: 11 July 2017
Venue: Function Room
Time: 5:00pm

Attendees:

Ron Johnston (Chairperson)	Shire of Broome
Aletta Nugent	Shire of Broome
David Galwey	Community Representative
Jael Napper	Broome Chamber of Commerce and Industry
Jeremy MacMath	Investment and Development Coordinator
Julie Russell	Chinatown Trader
Peter Taylor	Chinatown Landowner
Rob Menzies	Community Representative
Steve Harding	Shire of Broome
Simon Proud	Landcorp
Tony Hutchinson	Chinatown Trader

Apologies:

Andre Veder	Communications and Stakeholder Engagement
Chris Forbes	Nyamba Buru Yawuru
Cori Fong	Community Representative
Harold Tracey	Shire of Broome
Monique Ellis	Community Representative
Nick Hanigan (<i>teleconference</i>)	Chinatown Landowner
Pearl Hamaguchi	Community Representative
Sam Mastrolembo	Shire of Broome
Tim Bray	Kimberley Development Commission

Item 1 Welcome, apologies

The Chairperson, Ron Johnston, opened the meeting at 5:02pm.

Item 2 Matters arising from previous meeting

Action: *SoB to provide CSCRG detailed project descriptions extracted from the Financial Assistance Agreement – Royalties for Regions Project – Broome Chinatown Revitalisation document – completed.*

Action: *Landcorp to send Kimberley Centre for Culture, Art and Story – Community Workshop Breakfast invite to CSCRG (being held 26 May at 7:00am) – completed.*

Item 3 Chinatown Project Update (*Landcorp*)

Julie Russell entered the meeting at 5:04pm.

Feasibility studies

An important Steering Committee meeting was held in Perth on Thursday 6 July. Aletta Nugent, Steven Harding, Simon Proud and Tim Bray were in attendance.

In the recent weeks indicative costings for the project have come through. When preliminary costings were totalled it shows we're well above budget. The Steering Committee need to make decisions on where the funds for the project will be spent.

It was concluded that the key focus should be on those projects that will revitalise Chinatown in the near term.

Works will cease on two of the feasibility studies - the Gray Street extension and the Roebuck Bay connection. Remaining funds after the renegotiation of consultant contracts will be reinvested into on-ground works.

Jael Napper entered the meeting at 5:10pm.

Kimberley Centre for Culture, Arts & Story

Good progress is being made, however slower than hoped.

NBY with Simon McArthur & Associates (SMA) have visited all bodies for indigenous arts and culture groups across Kimberley. All groups have provided support and would like to be involved. Chinese, Japanese and European groups have not yet been liaised with. Peter Taylor reiterated the importance of this.

Action: Action taken to undertake liaison with Japanese, Chinese and European groups is to be tabled at the next CSCRG meeting.

Other

Funding sources potentially being investigated for Aboriginal business support.

Benchmarking is underway for other facilities (nationally and internationally).

Preliminary site criteria and site analysis has been undertaken.

Governance structure options have been developed.

Item 4 Carnarvon Street Options Presentation (Shire of Broome)

The CSCRG was broadly in agreement that Option A is the preferred option; subject to proving markets can work.

Dampier Tce – PCG do not believe that there have been changes since what was previously discussed.

Stairs/lookout – consultants will come back with other options due to budget of \$900k.

CSCRG would like more information on budget and what money is available for works on the ground.

*Action: Leah to circulate Options A & B for Carnarvon Street. The CSCRG are to email their recommendation advising whether they prefer A or B by **10:00am Friday 14 July.***

Action: Leah to circulate the current plans for Dampier Tce.

Item 7 General Business

Tabling of letter from BCCI regarding the scheduling of Carnarvon St / Dampier Tec works (Peter Taylor)

Steven Harding advised a response is being finalised for Peter and that the Shire will work with retailers on the scheduling of works to minimise disruption.

Item 8 Meeting Closure

Meeting closed at 6:23pm.