



POLICY 4-3

VERSION 4

CONSULTATION

Approved by Board Minute: 5687

Date: 9 / 12 / 2008

Susan Campbell
Company Secretary

APPLICATION:

This policy applies to all Ports Corporation of Queensland Limited (PCQ) employees and others acting on behalf of PCQ.

POLICY:

PCQ is committed to effective consultation with all of its stakeholders, including employees, government, port communities and industrial organisations. PCQ recognises that consultation and public participation is an essential part of planning, policy development and service delivery. The participation of stakeholders in decision making improves the quality of decisions that affect them and encourages understanding and support. The final decision, after taking account the range of views expressed by the public and of relevant information from other planning activities, will be made by the delegated decision maker. The outcome must be made known to those involved in the consultation process.

Managers are responsible for ensuring that appropriate consultation occurs and for actively participating in the process, including those which cut across various areas of PCQ.

The consultation effort will be affected by the importance and potential level of impact decisions will have. For example, construction of a new port would require an environmental impact assessment and extensive meetings with all stakeholders, whereas a small local issue may be able to be handled via local advertising or face to face meetings or through a Port Advisory Group.

PCQ deals with industrial relations matters co-operately through consultation with employees and union delegates at the workplace level and through employees and/or delegates and union representatives or officials at the organisation level.

PCQ recognizes the right of entry of relevant authorised industrial representatives to the workplace and provides access to workplaces during business hours for relevant consultation.

Consultation is to be commenced as early as possible, before decisions are made, and built into project planning processes. It must also continue as required throughout the project

implementation and evaluation. Consultation must also be conducted in such a way that it is open, honest and two way, taking account of legislative, business, social and environmental regulations, requirements and expectations.

Consultation activities are to be adequately resourced.

SUNSET CLAUSE:

This policy will be reviewed by June 2012.

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