

Peel-Harvey Catchment Council

MINUTES OF GENERAL MEETING & FORUM



Held on Thursday 19 February 2015 at 8.45am
at PHCC, 58 Sutton Street, Mandurah

The Chairman opened the meeting at 8.45am

1. Attendance

<u>Present:</u>	Jan Star AM	Chairman
	Andy Gulliver	Deputy Chairman [from 8.52am]
	Marilyn Gray	Treasurer
	Paddi Creevey OAM	Secretary
	Darralyn Ebsary	Member
	Michael Schultz	Member
	Maxine Whitely	Member
	Cr John Allert	Local Govt Member (Inland) [from 9.10am]
	Cr Caroline Knight	Local Govt Member (Coastal)
	Cr Keith Ellis	Proxy Local Govt Member (Coastal)
	Craig Olejnik	DPaW
	Rob Summers	DAFWA

<u>In Attendance:</u>	Jane O'Malley	Chief Executive Officer
	Kim Wilson	Program Manager
	Ryan Hooper	Snr Scientist PHCC
	Annette Brown	Communications Coordinator [Facilitator]
	Mia Lacy	Community Engagement Officer
	Thelma Crook	Rivers 2 Ramsar Project Manager PHCC
	Jo Garvey	Rivers 2 Ramsar Officer
	Mel Durack	Hotham-Williams NRM Officer
	Karen Henderson	Finance Manager
	Patricia Sutton	Office Manager [Minute Taker]
	Julie MacMile	Administration Officer
	Jordon Garbellini	Administration Assistant
	Jamie Wright	Snr Project Officer
	Colleen Archibald	NRM Support Officer
	Michelle Mullarkey	Rivercare Support Officer
	Francis Smit	SJ Landcare

<u>Guests:</u>	Megan Rowland	DPaW
	Heidi Bucktin	DPaW

<u>Apologies:</u>	Bob Pond	Executive Committee [DoW]
	Dr Peter Hick	Member
	Leon Brouwer	DoW
	Malcolm Robb	DoW
	Mellisa Teede	PDC
	Scott Haine	Department of Planning (Peel) – Observer
	Jennie Stringer	Chair HRRT
	Jane Townsend	HRRT Rivercare Officer
	Kristy Gregory	Landcare SJ

2. Declarations of Interest

No declarations of interest.

3. Confirmation of Minutes of Meeting held on 18 December 2014

3.1 Confirmation of Minutes of Meeting held on 18 December 2014.

Michael Schultz advised that he was present at that meeting. Noted in minutes of 18 December 2014.

Moved: John Allert Seconded: Maxine Whitely

That the Minutes of the meeting held on 18 December 2014 be confirmed as a true and correct record of the meeting.

CARRIED

3a. Business arising from previous Minutes

Nil.

Summary of actions from previous meetings:

No.	Details	Resp.	Complete
1.	7 [19 June 2014] Chairman's Report Invite Joel Hall (DoW) to present at a future meeting on his modelling work and the Upper Serpentine Water Management Plan. <i>Date to be determined.</i>	Patricia Sutton	Pending
2.	Item 7 [21 August 2014] Chairman's Report Follow up DER on the matter of reporting annually on licensed premises.	Jan Star	
3.	Item 5.1 [18 December 2014] Correspondence 1. Jane to review the Application to Clear Native Vegetation procedure. 2. Karl Brennan said he was not familiar with the process of clearing applications in TEC country and he undertook to take the question back to Craig Olejnik.	Jane O'Malley Karl Brennan	

4. Chairman's Report

Jan Star presented her report:

“The year has got off to an exciting start with a last minute visit from Minister Hunt, who didn't quite launch us as an NRM Region but he did give reassuring feedback on our capability. Everyone rose to the occasion so magnificently one wouldn't have guessed at the short notice!

A visit to the EPA/OEPA left us little clearer on SAPPR progression; we did like their recognition that the Commonwealth would need a monitoring and evaluation plan. Paul mentioned they would like to see more re-vegetation as offsets, partly because it would help develop a market signal, DoP are not in favour though. They were aware of the market garden issue but said there had been no referrals. In these cases the onus was on developers, with a set of standards worked out by agencies.

I have tabled the notes from the latest Stakeholder Reference Group for SAPPR.

There is a national meeting of NRM Chairs in Brisbane in March, to which I am expected to go, and probably will. The Wentworth Group's Blueprint for a Healthy Environment and Economy is on the agenda so should be a good discussion on environmental accounting. Relevant to that, most of you have probably seen that NAB is now taking natural capital into account when negotiating loans to farmers, it is part of a global movement and is a significant milestone I think.

In case you haven't heard the local fishing industry, with the department, are seeking Marine Stewardship Certification. A 'first' and another milestone when achieved.

It was great to see the first of our Science Seminars which was followed that evening by an interesting session in Waroona on findings and results of intervention in that catchment.”

[Andy Gulliver arrived during this report at 8.52am]

Moved: Paddi Creevey

Seconded: Marilyn Gray

That the Chairman's Report be accepted.

CARRIED

5. Treasurer's Report

5.1 Marilyn Gray presented the January 2015 financials:

Project Funding

1. In December, a further payment of \$62,500 for the project “Establishing Peel-Harvey NRM Region – Australian Government” was received, being for a variation to the project.
2. HRRTs Blackberry Project closed on 31 December 2014. Final reports and financial statements are due by 28 February 2015.
3. We were successful in receiving a Community Engagement Grant of \$2,302 from Alcoa Australia which will be used to purchase monitoring equipment. Thank you to Thelma for securing this grant and for seeing that it will be expended accordingly.

4. R2R Hotham-Williams Landholder Grants for On-Ground works were finalised in early December. A 50% payment of allocated grant funding has commenced, being paid once agreements have been signed and accepted by both parties. Partners were paid on receipt of tax invoice for completed Stage 3 works in December.
5. The Mayfields Healthy Waterways Project and HRRT Strategic Weeds Project are due to end on 31 March 2015.
6. Lotterywest Projects: The Ramsar 482 has been given an extension to 31 March 2015 to finalise this project. The Building Grant will also be finalised 31 March with final fit-outs being completed this month.

Term Deposit

The Westpac Term Deposit matured on 27 December 2014 earning \$7,610.83 for that term. Funds were re-invested for a further six months and are due to mature on 30 June 2015. I was able to secure a rate of 3.55% with Westpac which was above the standard interest rate on offer.

Interest earned on our Term Deposit since 23 December 2011 has been \$52,114.53.

Financial Position as at 31 January 2015:

ANZ Corporate Online Saver Account	\$266,139.22
Westpac Term Deposit	\$427,114.53
ANZ Project Online Saver Account	\$1,590,658.47
ANZ Project Cheque Account	\$58,235.19
ATO Holding Account	\$1,983.00
Petty Cash	\$25.55
ANZ Visa Card	(\$1978.28)
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Total Cash at Hand:	\$2,342,177.68

GST Liability at 31 December is \$91,258.00 to be paid by 3 March 2015

PHCC Equity at 31 January 2015 is \$756,108.04

Finance and Audit Meeting

The next Finance and Audit meeting is scheduled for 8 April 2015. This will be a time to review our operating finances to determine our financial position as we move through this transition period and the possibilities to invest further monies into Term Deposits to maximise our interest.

Moved: Andy Gulliver

Seconded: Rob Summers

That the January 2015 Financial reports be ratified.

CARRIED

Marilyn stated that there was a need for Jane to have a “2iC” Program Manager. We currently have \$750,000 equity in the Corporate Account. She put to the meeting that Jane be authorised to proceed with sourcing the appointment of a full time Program Manager. The aim of the position is to take on the management of items such as the Commonwealth contract to enable Jane to work on strategic items such as SAPPR. Jane added that the funds would only be borrowed for a period of time.

Moved: John Allert Seconded: Michael Schultz

That:

- 1. The CEO proceed with the appointment of a Program Manager.***
- 2. The funding for a Program Manager be borrowed from Equity in the Corporate Account.***

CARRIED

6. Closure and Next Meeting

The meeting closed at 9.02am.

The next meeting is to be held on Thursday 16 April 2015.

The meeting was immediately followed by the PHCC Forum

Summary of actions from previous meetings:

No.	Details	Resp.	Complete
1.	7 [19 June 2014] Chairman’s Report Invite Joel Hall (DoW) to present at a future meeting on his modelling work and the Upper Serpentine Water Management Plan. <i>Date to be determined.</i>	Patricia Sutton	Pending
2.	Item 7 [21 August 2014] Chairman’s Report Follow up DER on the matter of reporting annually on licensed premises.	Jan Star	Ongoing
3.	Item 5.1 [18 December 2014] Correspondence 1. Jane to review the Application to Clear Native Vegetation procedure. 2. Karl Brennan said he was not familiar with the process of clearing applications in TEC country and he undertook to take the question back to Craig Olejnik.	Jane O’Malley Karl Brennan	

Peel-Harvey Catchment Council

STAFF AND PARTNERS FORUM

Part 1 – Staff and Partners

The PHCC Staff and Partners Forum immediately followed the PHCC General Meeting, commencing at 9.02am.

Jan introduced Annette Brown who was facilitating the meeting. Annette said everyone's thoughts and comments were valuable and she asked people to write their questions on the \$100 "Monopoly" notes provided so they could be addressed later.

All presentations are available to PHCC members via the Members Page.

1. Celebrate / Overview 2014 (see Presentation No. 01)

Jane provided an audio visual summary of key achievements of 2014.

2. Priorities for 2015 / What we are contracted to do? (see Presentation No. 02)

- NLP Contract
- R2R
- Others

Jane gave her presentation:

Jan asked about the contract for out-years. Jane advised we are yet to receive confirmation as to whether our proposal has been accepted.

Paddi thanked the team for the huge amount of work that had been achieved and she said that it underlines the importance of the need for another person to assist the CEO. She said it would be difficult to prioritise works and asked how Jane and the staff were finding that process.

Jane said this would be discussed later in the day at the Forum. She said the staff were amazing. It is difficult to let opportunities slip and they have to be prioritised. She is also very cautious about the expectations that are spread throughout the community. There is a perception that we are an environmental centre where people can drop in to discuss their issues. Jane would like to become involved in issues such as sustainable agriculture, but PHCC is the lowest funded region, by half, in the State. The next highest region receives double the funding, but the Australian Government has the same expectations of PHCC as they have for an NRM region with e.g. a \$5m budget.

Paddi said one of the struggles would be how to manage a small political agenda with projects, such as the Green Army, being a high priority for the Minister. It is very important to weigh up what is politically valuable as opposed to what is more strategic.

Jane advised that the other Regions are very supportive of each other. They share information, work on cross regional projects and provide a good support network for CEO's.

3. R2R – What we have achieved and what we are doing this year?

- 3.1 Thelma Crook and Jo Garvey provided their presentation which outlined the deliverables from June to December 2014. This is the only group across Australia doing NVIS training and it was important to make sure there was a standard methodology and QA across the catchment. (See Presentation No. 03)
- 3.2 Megan Rowland from DPaW gave a presentation on delivery of the DPaW contract for R2R titled ‘Managing Aquatic Ecosystems Within Western Australia’s Historic Lowlands Reserve’. (See Presentation No. 04)

Attendees gave the R2R team a standing ovation for the magnitude of quality work that was being delivered with partners.

Questions:

In response to a question, Thelma said there was potential for Noongar engagement to grow. She explained that it was a slow start whilst getting an understanding of their needs and requirements. It started with Winjan and the Murray District people and there was indirect contact with the Eastern Wheatbelt. The capacity to grow is certainly there and she would like to grow the skills-based accreditation to provide the skills to work on country. It is about trust so the tasks are not too daunting and confidence is built.

ACTION: Thelma to seek a briefing on the implications of Gnaala Karla Booja and native title settlement.

Thelma had been in discussion with SWLASC and GKB. There was a vote on 31 January and, as a result there could be a handover of land and changes in vesting if the vote is yes. She said there were ongoing discussions, but we don’t have all the answers yet.

Jan asked Megan if Water Corp was aware of the work being done at Lowlands. Megan said she was getting in touch with the Department of Water and Western Power. At this stage, work has been done on the Richardson’s property along the DPaW boundary.

Thelma explained that the partners were very established and accomplished. With the general community it is a matter of being respectful and workshops such as the David Rennie Clean Up Day and Cockatoo workshop had raised awareness in a friendly manner.

Jane added that part of the culture is to ask what needs to be done and what our role is. We need to be really mindful to keep that culture.

The meeting broke for Morning Tea at 10.20am and resumed at 10.45am

4. R2R – What we have achieved and what we are doing this year?

4.1 Francis Smit, SJ Landcare

Francis said Landcare SJ worked very closely with Thelma and Jo on R2R projects. They have an enormous wealth of knowledge and a strong network. That factors allows them to over achieve on the deliverables. He thanked them for their patience and outlined the following projects undertaken:

- Cockatoo seminar –with Birdlife Australia supporting the great Cocky Count. 35 participants with at least 30 new to Landcare SJ.
- SWCC/PHCC Black Cockatoo Friday 13th seminar and workshop in Narrogin. Presented on cockatube project and installed five cockatubes on a Land for Wildlife property on the outskirts of town.
- Connectivity for cockatoos – four new cockatubes installed. Two were in a section of the road that runs along the railway from Byford to Mundijong. There are already five cockatubes in that area. Also put one at Serpentine with another five along the Serpentine River, as well as one in Jarrahdale to complement six already installed. These installations are building and connecting breeding corridors for the Black Cockatoos
- SJ LCDC “Love your Landscape” seminar on attracting birdlife back to your garden Heavenly Hectares introduction to property planning workshop
- Planting Day on National Tree Day (R2R contributed but partnership project with support from five funding bodies). Over 100 participants including many children attended. National Tree Day – planted 2000 seedlings. Had indigenous consultation and support through Alcoa Fairbridge indigenous trainee program. Indigenous consultation on promotional flyer design, site management, and sign design. An indigenous choir performed on the day. This planting complements an earlier project where revegetation and weed control along an 800m stretch of the river to combat an outbreak of lantana, and other weeds of national significance
- Completed approximately 4ha of revegetation on two key properties that back onto the Serpentine River
- 4.3ha of weed control
- Fencing to exclude horses from a section of the river, installation of an off the river watering point for the horses as compensatory measure
- Planning advanced for a couple of riffles to strengthen up the river with one as a public demonstration site at Federation Park
- To improve long term function of the waterways, putting in place activities which contribute to that
- R2R takes a lot of office time as well, which doesn’t include staff training, contracts, signing up landholders and negotiation with landholders. Kristy’s ability to negotiate good outcomes is important
- Finances and general admin and monitoring and reporting. Reporting is an incredibly arduous task and takes a lot of time.

Planning for this year:

- 2015 is the Year of the Soils – a theme running through all programs throughout this year, including R2R. Looking at workshops and seminars along those lines.
- Want to get an indigenous perspective on cockatoo country – a workshop planned
- “Carnabys cockatoos on your farm” workshop
- Foxes and rabbits. Professional trapper caught 17 foxes. A significant outcome in the peri urban areas around Byford
- Installing riffles, waiting on engineering info
- Fencing, weed control. Started collecting a seed bank, also working on signage.

4.2 HRRT : Thelma Crook on behalf HRRT (See Presentation No. 06)

Jane Townsend was unable to attend and sent her apologies. Thelma, Jordon and Michelle presented on her behalf.

5. Overview Landcare Centres/Boddington/Waroona

Kim Wilson gave an overview of the history of Landcare centres (See Presentation No. 07):

5.1 SJ Landcare, Francis Smit (See Presentation No. 08)

Francis Smit presented the history of the SJ Landcare Centre.

5.2 Harvey River Restoration Taskforce, Kim Wilson on behalf of Jane Townsend (See Presentation No. 09)

Kim made a presentation on the work Harvey River Restoration Taskforce is doing.

[Paddi Creevey left the meeting at 11.45am]

5.3 Waroona Landcare Centre, Kim Wilson (See Presentation No. 10)

Kim made a presentation on the work Waroona Landcare Centre is doing.

5.4 Hotham-Williams Rivers 2 Ramsar Project, Mel Durack (See Presentation No. 11)

Mel made a presentation on the work being undertaken in the upper catchment.

Questions:

Mike Schultz congratulated everyone on their outputs. He detected comments about time for admin, reporting and MERI and asked if it was an issue and was it taking too much time. Does it need to be escalated up for the Board to look at managing the situation? Do we have an effective method of containing information depositories so it is accessible across the wider community?

Thelma said MERI is a very good planning tool that makes you look at the structure and deliverables over a four year period. We don't look at the amount of time and funding provided for admin. We are incredibly accountable these days and there is a huge amount of administration.

Francis added that Landcare SJ can get funding for onground work, but not for wages so they rely heavily on local governments and others to provide that support. In terms of project applications, which are time consuming, one out of the last five applied for was successful. Admin funding has reduced from 10% to 5%

Jane thanked all who took time to do presentations and said this is the start of some of the conversations that need to be had.

The Forum broke for lunch at 12.40pm and resumed at 1.15pm

Part 2 – PHCC Members

Attendance

<u>Members</u>	Jan Star AM	Chairman
	Andy Gulliver	Deputy Chairman
	Marilyn Gray	Treasurer
	Paddi Creevey OAM	Secretary
	Darralyn Ebsary	Member
	Michael Schultz	Member
	Maxine Whitely	Member
	Cr John Allert	Local Govt Member (Inland)
	Cr Caroline Knight	Local Govt Member (Coastal)
	Cr Keith Ellis	Proxy Local Govt Member (Coastal)
	Rob Summers	DAFWA
<u>Staff:</u>	Jane O'Malley	Chief Executive Officer
	Kim Wilson	Program Manager
	Annette Brown	Communications Coordinator [Facilitator]
	Mia Lacy	Community Engagement Officer [Minute Taker]

6. National Landcare Program Contract Details (See Presentation No. 13)

Jane recapped in more detail about what is in each proposal, against the financials.

Overview of (new) Regional Landcare Facilitator Role. Sustainable Agriculture Process.

John Allert brought up the PDC Regional Blueprint. Jane said Project Steering Committees were being established and PHCC have been invited to sit on the Group discussing a) Peel Business Park Nambelup; b) Integrated Water Cycle Initiative; and c) Peel Food Precinct.

Andy asked for clarification about 10% of project cost against administration. Jane confirmed that the National Landcare Program guidelines allow a maximum of 10% Administration/MERI, or 15% with sound justification. We have submitted a case for 15%. We have not yet had confirmation of our NLP proposal and have been advised that the Commonwealth need to finalise their contract with SWCC before they will negotiate our contract.

Members asked if Don Randall's office was being kept fully informed on the progress of the NLP proposal/contract. Jane advised that we are in regular contact with Don's office. Maxine asked if we have been in contact with Rick Wilson, Member for O'Connor (upper catchment) and expressed that we need to build a good relationship with Rick and his office.

ACTION: Jane to arrange a meet and greet with Hon, Rick Wilson, Member for O'Connor to introduce the PHCC, the R2R project and the need to implement our NRM Strategy.

7. Call for members to be involved in project Sub Committees (See Presentation No.14):

7.1 Communications Strategy

Expressions of interest were received from:

- Andy Gulliver
- Mike Schultz
- Caroline Knight
- Keith Ellis

7.2 Indigenous Participation Plan (including cultural awareness)

Expressions of interest were received from:

- Maxine Whitely
- John Allert
- Darralyn Ebsary
- Caroline Knight
- Marilyn Gray

7.3 Prioritisation Process

Expressions of interest were received from:

- Darralyn Ebsary
- Jan Star
- Mike Schultz
- Bob Pond

7.4 Governance Review

Paddi said evidence of good governance in the PHCC abounds and supported any detailed review being deferred. Jan gave an expression of interest for this and said she thought Peter Hick may be interested. Marilyn suggested this be intrinsically linked to the brand refresh/communications plan. Caroline said she would be happy to take up any shortfall.

Expressions of interest were received from:

- Paddi Creevey
- Jan Star
- Peter Hick (to be invited)
- Caroline Knight

Paddi Creevey said she would fit in where needed. Kim suggested a linkage with Wetlands and People Plan and the Communications Plan would be great space for Paddi.

8. Resource Requirements to meet contractual requirements - staff existing and new and \$ (See Presentation No. 15)

Jane gave an overview of the staff flow chart/staff structure. This was followed by a briefing on the staff training forum held on 4 and 5 February. The forum covered the following topics:

- Organisational structure
- Role Clarity
- NRM Strategy
- NLP Program
- How to capture great images
- Filing system
- Intro to Master Contact list
- Outlook Meeting Procedure
- GRID
- OH&S Intro
- Attendance at PHCC Meetings
- Stand up Meetings
- Steering Committees
- How 2 integrate science into the PHCC
- Annual Forum
- Communications
- Social Media
- Branding Refresh

Maxine commented it would be interesting to do a similar exercise with the Board. She advised she had done something similar with another Board that she is on.

ACTION: The Executive Group to consider the merits of holding a PHCC Board training workshop, in a similar forum as the staff workshop

9. Governance Framework and Results of Governance Review (See Presentation No 15a)

Jane gave a review of the “Assessment of Successful Board Governance Arrangements” completed by AKM Group on behalf of PHCC in January 2015.

The report confirms our governance is very good and there was no urgency to change our structure. However, Jane stressed the need to have a framework to support the team and the CEO to effectively deliver what we are already contracted to do, or proposed to deliver as part of the NLP Contract (yet to be received).

A Board Review Group was established to consider areas for improvement (see above).

Marilyn brought up the possibility of members logging onto GRID to see the latest activity undertaken and Jane agreed this might be possible at some future point.

On governance, Jan brought up future funding, there being a need for funding apart from what the Federal Government may provide.

John Allert indicated that it would be beneficial for good communication between the PDC and the PHCC, perhaps with a PDC member represented on the PHCC. Jan cautioned against having a representative structure to the PHCC rather than a skills based board, as this has not been productive in other regions. Jane advised that John's membership on both PDC and PHCC is an ideal opportunity to share information between the 2 organisations, as well as the continued communication at an officer level.

Paddi commented about gaps across our community and suggested that we look for a way of knowing of all Landcare groups, and bringing them together, perhaps in an event like an annual forum. Jane advised that we have a good database of individuals and groups and we have stronger working relationships with some than others. Ideally we will increase this understanding and relationship as we increase our capacity across the whole Catchment.

Paddi said in terms of State Government, it is important they have a group they can talk to who have a broad understanding of what is going on in the NRM network and how it adds to your credibility and profile in the region. Jane said there are very valuable non-traditional groups and networks out there which are helping us to achieve what we do. Marilyn said robust communication and consultation would be integral to the Communications Plan and that would be more viable than representation ie achieve peak body function through communication rather than structural change.

Paddi said PHCC had established good relationships with State and Federal members and RDA Peel's brief was to reflect back to the Australian Government and this was happening. A high priority for this area is the digital strategy and the work PHCC is doing fits into this nicely and it can be spread out through the whole region. Using PHCC's credibility it can be spread around and provide leadership. She added that PHCC had empowered their staff to be leaders and they could then go further into the catchment and build further support around the organisation.

10. Branding Update – Refresh/Re-do (See Presentation No. 16)

Annette provided an update on the PHCC brand and visual story.

A quote has been received from Media on Mars to assist with a branding refresh for the PHCC. This provided 3 different options which will be reviewed and a recommendation made by the Branding Sub Committee (see below).

Discussions covered the following points:

- Cr Keith Ellis said Peel had an identity issue with the word "Peel". Jan added that the traditional owners do not like the word. Darralyn said further out Peel has even less relevance and recognition. A general discussion relating to the word Peel and positioning the region using this word followed.
- Annette said that the brand refresh would focus on the PHCC and specifically the word Council which frequently causes confusion.
- There was general discussion on the current logo and how it came to being and what its elements meant.
- Annette said the logo could be reviewed as part of the process. Cr Keith Ellis said a brand is invested in meaning, not its actual name. Examples such as Apple were brought up as examples of this.
- 'Beautiful landscapes beautiful people' was suggested by John Allert as a tag line. Jan noted the problem of "Council" could be addressed by just using the anagram, PHCC
- Annette said the outcome of a visual story would encapsulate what the PHCC does simply. Jane used the example of Landcare SJ as a well branded entity.

- The NRM Strategy launch may need to be prior to the completion of any branding project, but the printing of the Strategy would be held off to represent any new branding, as it is a key document for the PHCC into the future.

Expressions of interest for the Branding TAG Group were received from:

- Andy Gulliver
- Keith Ellis
- Darralyn Ebsary

11. Recap and Wind Up

The group agreed the Forum was valuable and well organised. General comments included:

- Paddi said it was a great opportunity for a new person like herself to understand what the organisation does and appreciated the thought that went into it and the good use of time.
- Jan said it captured very well what the organisation was doing.
- Rob Summers said the history being included on everything was very valuable.
- Maxine said the year in review was a very valuable update and suggested this reoccur.

The meeting closed at 3.15pm

Chairman

Date

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3.	Item 5.1 [18 December 2014] Correspondence 1. Jane to review the Application to Clear Native Vegetation procedure. 2. Karl Brennan said he was not familiar with the process of clearing applications in TEC country and he undertook to take the question back to Craig Olejnik.	Jane O'Malley Karl Brennan	

Summary of actions from Meeting of 19 February 2015:

No.	Details	Resp.	Complete
1.	Item 3 [19 February 2015 – Staff and Partners Forum] Seek a briefing on the implications of Gnaala Karla Booja and native title settlement.	Thelma Crook	
2.	Item 6 [19 February 2015 – Staff and Partners Forum] Arrange a meet and greet with Hon, Rick Wilson, Member for O'Connor to introduce the PHCC, the R2R project and the need to implement our NRM Strategy.	Jane O'Malley	
3.	Item 8 [19 February 2015 – Staff and Partners Forum] The Executive Group to consider the merits of holding a PHCC Board training workshop, in a similar forum as the staff workshop.	Jane O'Malley	

New Project Committees:

Project	Members
Communications Strategy	Andy Gulliver Mike Schultz Caroline Knight Keith Ellis
Indigenous Participation Plan (including cultural awareness)	Maxine Whitely John Allert Darralyn Ebsary Caroline Knight Marilyn Gray
Prioritisation Process	Darralyn Ebsary Jan Star Mike Schultz Bob Pond
Governance Review	Paddi Creevey Jan Star Peter Hick (to be invited) Caroline Knight

NOTE: Paddi Creevey and Caroline Knight available on request for all committees