

**Peel-Harvey Catchment Council**  
**AGENDA**  
**Strategic Planning Day & General Meeting**



A General Meeting of the PHCC and a Strategic Planning forum will be held on.

**Thursday 25 February 2015 at 8.15am for 8.30am start**

**Please Note Venue:** Murray Districts Aboriginal Association, 70 Hampton Road, Pinjarra

	Start	Finish	Duration	
<b>PHCC Forum</b>	8.15	8.30	15 mins	<b>Grab your cuppa and prepare to start meeting</b>
	8.30	8.35	5 mins	<b>1. Celebrate / Overview 2015 – slideshow</b>
	8.35	9.20	45 mins	<b>2. Priorities for 2016 - What we are contracted to do</b> <ul style="list-style-type: none"> <li>- <b>NLP Contract</b> – Deb Slater-Lee [15 minutes]</li> <li>- <b>Rivers 2 Ramsar</b> – Thelma Crook [10 minutes]</li> <li>- <b>Science Advisor</b> – Steve Fisher [10 minutes]</li> <li>- <b>Others</b> (WQIP / Lake Clifton / Green Army) – Deb Slater-Lee [10 minutes]</li> </ul>
	9.20	9.30	10 mins	<b>3. Financial Status and Staffing Implications</b> <ul style="list-style-type: none"> <li>- Financial projections / project funding</li> <li>- Current Staffing (incl. volunteers) and future staffing implications</li> </ul>
	9.30	9.50	20 mins	<b>4. Governance / Board Structure / Function / Performance – Part I</b> <ul style="list-style-type: none"> <li>- Lisa Potter, CEO Perth NRM to present and discuss</li> <li>- Details will be on Members Page</li> </ul>
	9.50	10.00	10 mins	<b>Morning Tea</b>
	10.00	10.40	40 mins	<b>5. Governance / Board Structure / Function / Performance – Part II</b> (refer to link to Constitution on Members Page)
	10.40	11.00	20 mins	<b>6. Strategic Directions - Review</b> (refer to link to document on website Members Page) <ul style="list-style-type: none"> <li>- Review of progress/achievements against Strategic Directions</li> </ul>
	11.00	12.00	60 mins	<b>7. Strategic Directions</b> <ul style="list-style-type: none"> <li>- Setting key achievements for the next 2 years (2016-2018)</li> </ul>
	12.00	12.45	45 mins	<b>Lunch</b>
<b>General Meeting</b>	12.45	1.00	15 mins	<b>8. Video Shorebirds, Banksia Awards and return for next session</b>
	1.00	1.05	5 mins	<b>9. Apologies</b> <b>10. Declarations of Interest</b> <b>11. Confirmation of Minutes of Meeting held 17 December 2015</b>
	1.05	1.35	30 mins	<b>12. Chairman’s Report</b> [20 mins] <b>13. Treasurer’s Report</b> [10 mins] January financials to be presented (refer to link on Members Page)
	1.35	1.50	15 mins	<b>14. Delegated Authority Register – seeking endorsement</b>
	1.50	2.50	15 mins 15 mins 15 mins 15 mins	<b>15. Community Engagement Plan</b> – Annette Brown - to be adopted <b>16. Communications Plan</b> – Annette Brown to be adopted <b>17. Aboriginal Participation Plan</b> – Annette Brown - framework to be adopted <b>18. Wetlands &amp; People Plan</b> – for endorsement (refer to link on Members Page and posted to members)

	2.50	3.05	15 mins	<b>Afternoon Tea</b>
	3.05	3.35	30 mins	<b>19. PHCC Representation on Committees and Member organisations (Lists attached)</b> <ul style="list-style-type: none"> <li>- PHCC Steering Committees</li> <li>- PHCC Organisational Committees</li> <li>- External Committees and Member Organisations</li> </ul>
	3.35	3.45	10 mins	<b>Recap and Wind Up</b>

**Summary of actions from meeting of 17 December 2015:**

No.	Details	Resp.	Complete
1.	<b>Item 5 [17 December 2015]</b> Contact Shire of Serpentine Jarrahdale regarding submissions on the Scrivener Road gravel reserve. <i>Staff have contacted Serpentine-Jarrahdale (advice to be provided)</i>	Jane O'Malley	Submission presented. Waiting advice

**Summary of actions from previous meetings:**

No.	Details	Resp.	Complete
1.	<b>Item 7 [21 August 2014] Chairman's Report</b> Follow up DER on reporting annually on licensed premises. <i>The Executive Group is looking at this in a strategic manner, including consideration of the SAPPR process</i>	Exec Group	Pending – with Executive Group
2.	<b>Item 8 [19 February 2015 – PHCC Members Forum]</b> The Executive Group to consider the merits of holding a PHCC Board training workshop, in a similar forum as the staff workshop. <i>It appears there is good support for a Board Forum and Executive will consider for future pending desired outcomes and resources.</i>	Jane O'Malley	Pending
3.	<b>Item 9 [16 April 2015] – CEO Report</b> Request a meeting with EPA to discuss their determination of significance, particularly in light of community expectations of the SAPPR process. <i>Staff are organising a meeting with the EPA Board for early 2016.</i>	Jane O'Malley	Pending
4.	<b>Item 4 [15 October 2015] Business arising from previous minutes</b> The issue of mining companies burning timber, particularly in the Boddington area. <i>Pending further information from John Allert.</i>	John Allert	Pending further information - John Allert