

Peel-Harvey Catchment Council

MINUTES OF MEETING



Held on Thursday 19 December 2013, commencing at 9.00am
at the Marine Operations Centre, 107 Breakwater Parade, Mandurah Marina

The Chairman opened the meeting at 9.00am

1. Attendance

<u>Present:</u>	Jan Star AM	Chairman
	Andy Gulliver	Deputy Chairman [from 10.05am]
	Marilyn Gray	Treasurer [from 9.05am]
	Bob Pond	Executive Committee [DoW]
	Don Glenister	Member
	Dr Peter Hick	Member
	Nuray Veryeri	Member
	Maxine Whitely	Member
	Dave Arkwright	PDC
	Leon Brouwer	DoW [from 10.00am to 11.00am]
<u>In Attendance:</u>	Scott Haine	Department of Planning (Peel)
	Jane O'Malley	Executive Officer
	Kim Wilson	Program Manager [from 10.05am]
	Thelma Crook	Project Officer [from 10.05am]
	Paddy Strano	Stormwater Strategy Officer [from 10.00am]
	Patricia Sutton	Minute Taker
	Jo Garvey	Rivers 2 Ramsar Officer
	Francis Smit	Landcare SJ Inc
	Kristy Gregory	Landcare SJ Inc
<u>Guests:</u>	Brett Flugge	Executive Manager Strategic Development, Shire of Murray [from 11.15am]
	Craig Wansborough	Project Manager WSUD, Shire of Serpentine Jarrahdale [from 11.30am]
<u>Apologies:</u>	Shane Kelliher	Member
	Denyse Needham	Member
	Jane Townsend	Rivercare Officer (HRRT)

2. Declarations of Interest

No declarations of interest.

3. Confirmation of Minutes of Meeting held on 17 October 2013

3.1 Confirmation of Minutes of Meeting held on 17 October 2013

Scott Haine noted that in his report (Item 11.3, Pg8) the word 'community' should be replaced by 'committee'.

Moved: Peter Hick Seconded: Scott Haine

That the Minutes of the meeting held on 17 October 2013 be confirmed as a true and correct record of the meeting.

CARRIED

4. Business arising from previous Minutes

Summary of actions from previous meetings:

No.	Details	Resp.	Complete
1.	Business Arising from Minutes of Previous Meeting [Item 4.2, 17 Oct 2013] Write to Richard Bush thanking him for his presentation at the last meeting and ask if there were any interim results. Correspondence Listing [Item 6.1, 17 Oct 2013] Jane to add the 'Toxic Mess' newspaper article to the letter to Richard Bush.	Jane O'Malley	
2.	Correspondence Listing [Item 6.1, 17 Oct 2013] Media section to be added to the Correspondence Listing for future meetings.	Admin Officer	Complete
3.	Correspondence Listing [Item 6.1, 17 Oct 2013] Jane to check the Organisation Policy in relation to media comment, to determine that it is clear and relevant, and to send to all members.	Jane O'Malley	
4.	Agency and Officer Reports [Item 11, 17 October 2013] Jane to acknowledge Keith Bradby, send congratulations to Gondwana, Landcare SJ and North Dandalup Primary School.	Jane O'Malley	Complete 30/10/2013

Noted.

5. Correspondence

5.1 Correspondence List for October 2013 – December 2013

Jane drew attention to a late item – a letter to the Minister for Environment requesting he reconsider recent changes to Clearing Control Exemptions.

Moved: Peter Hick Seconded: Bob Pond

That Correspondence In and Correspondence Out be accepted.

CARRIED

6. Monthly Meeting Inventory

Members noted the Monthly Meeting Inventory for October 2013 – December 2013

[Marilyn Gray arrived at 9.05am]

7. Ratification of Local Government Nominations

Jane reported that the two local government representative terms had expired and therefore nominations were called for with a lot of interest shown. In accordance with the constitution the nominations were considered by an independent panel 'selection committee' made of representatives from DoW (Bob Pond); DAFWA (Rob Summers) and a community representative (Peter Wilmott)

Inland Wheatbelt Area – One nomination was received from Cr John Allert, Shire President of Boddington. The panel concluded that Cr Allert's skill base and experience would be of benefit to the PHCC and recommended that he be appointed as the Inland Area representative.

Coastal Area - Representation was strongly contested with several nominations being received. The panel recommended that Cr Caroline Knight (City of Mandurah) be appointed as Coastal Area representative and Cr Keith Ellis (Shire of Serpentine Jarrahdale) be appointed as proxy Coastal Area representative. Cr Ellis would be welcome to attend all meetings, but would have full voting rights only in the absence of the Coastal Area representative.

Community Representative - It was agreed that former member, Cr Richard Smith, be invited to fill the vacant Community Representative seat. The constitution allows for the co-opting of members from the community until the vacancy is filled through the selection process.

Jan Star declared an interest in the discussion about the co-opting of Cr Smith and did not participate.

Moved: Bob Pond Seconded: Marilyn Gray

That:

1. ***Cr John Allert, President Shire of Boddington be appointed (unopposed) as the Inland Wheatbelt Area representative on the PHCC, for a two year term, concluding December 2015.***
2. ***Cr Caroline Knight, City of Mandurah, be appointed as the Coastal Area representative on the PHCC, for a two year term, concluding December 2015.***
3. ***Cr Keith Ellis, President Shire of Serpentine Jarrahdale, be appointed as the Proxy Coastal Area representative on the PHCC, for a two year term, concluding December 2015.***
4. ***Cr Richard Smith be appointed as Community representative on the PHCC, for a 10 month term, concluding October 2014.***

CARRIED (Note Jan Star abstained from voting)

ACTION:

Letters be sent to the:

- **Local Governments of the unsuccessful nominations, thanking them for their nominations and inviting them to attend future meetings as observers;**
- **Local Governments of the successful nominations, advising of the success;**
- **Successful nominees, including an induction package, and invitation to the meet with the Chair and Executive Officer as part of the induction/mentoring process.**

All letters to note that as PHCC becomes a region, the structure of the organisation would be reviewed and changes may result.

8. Chairman's Report

Jan Star presented her report:

"I have a problem with two monthly meetings... because as of late there has been too much happening. My report could be very long but I'll try to be brief.

There was an election commitment to establish some overarching coordinating committee for the Peel-Harvey Estuary (PHEMC). Negotiations around this became intertwined with reworking of Peel land use planning arising from the Strategic Environmental Assessment of Directions 31 (SA). There will now be a part of the SA State Steering Committee devoted to the PHEMC when PHCC and PDC will join the other DGs under DPC Chairmanship. There will also be a reformation of the Peel Region Planning Committee so that it is more strategic, and we will also have a presence there. The Ramsar TAG also concentrated on the SA.

Included in the election commitment was the \$400,000 for a scientist and that is now being transferred to us so we can employ a Senior Scientist as recommended by our Science Strategy.

While I have been tied up with all that, Jane has been progressing the creation of the NRM Region in the Peel and we have had our first Regional Leaders Group meeting. Official confirmation from Minister Hunt has come with a commitment of some interim funding. The State NRM Office has also committed some funds for this interim year.

SWCC held its Celebration with the main talk on sponsorship. If you have not seen the video clip on the thrombolites do check out the web-page, it was well received as our presentation. Relations there are all good. We also had the David Rennie talk and his generous donation of large framed photos that Christine organised. Both events were much enjoyed by all who went.

PDC eventually involved us in their Blueprint (as are all NRM Regions in their respective DCs). Its agricultural section is about water reuse and intensive horticulture which while important seems to undersell the region's potential a bit. Leon is involved in the water reuse proposal. The Business Park at Nambellup was discussed at the PLRF meeting also.

There has also been a tentative Biosecurity Group formed, led by our local governments.

We have met with Brian Doy from Alcoa and I attended part of the review of their Environmental Improvement Plan, but little to report. Similarly a day workshopping the State Planning Strategy has little to report – yet. We did discuss role of NRM Regions and monitoring in Planning, need for a peri-urban agricultural strategy and protection of the resource; knowledge infrastructure and a framework for the environmental systems to enable interaction with Planning, which is trying to become more proactive, with a mention of SLIP/WALIS/SWIPE/State Atlas; plus lots of other discussions I wasn't party to – watch their website.

Mick McCarthy gave an interesting presentation to the SA Stakeholder Reference Group on the work the SW NRM group (Rockingham to Melville local governments and WALGA) with respect to managing biodiversity across boundaries, on a landscape scale, using conservation planning with a prioritisation methodology, achieving a Regional Biodiversity Strategy. We might like to hear it and it could be useful for our NRM Strategy.

One meeting was with Patrick Sears from WAMSI and Malcolm Robb. They want to develop a Decadal Knowledge Plan for the SW Estuaries of which a functioning estuarine response model would be part. From us they would like a list of key questions. This will be collated through Exec

and I would like you all to put in at least one that you consider important. What do you think we need to know – in this catchment?

Don Randall has been very helpful and also spoke at our official office opening at the end of last month. This went very well and was beautifully organised by Jane and her staff, thank you. Who has not yet visited the new office?"

Moved: Peter Hick Seconded: Don Glenister

That the Chairman's Report be accepted.

CARRIED

9. Executive Officer's Report

Jane O'Malley presented her report:

The 55th Region - Hon Greg Hunt, Commonwealth Minister for the Environment has confirmed his election commitment to establish the PHCC as an independent region (11 Dec. 2013). As such we are working with the Commonwealth Department of the Environment (formally SEWPAC) who have been tasked to assist to enable transition, along with the State NRM office, SWCC and the WA NRM Regional Leaders Group. The Minister has committed \$150,000 foundational funding for 2013/14 and we understand the state will match this funding. This will enable us to meet our shortfall in budget, cover additional travel costs and achieve the tasks set to enable the transition, including:

- Preparation of a draft NRM Strategy and 1 year investment plan by June 30, 2014;
- Review and development of governance arrangements to support our transition; and
- Improve our capacity to manage the transition.

We have commenced an initial process for the preparation of the draft Strategy and plan to present a draft framework to the February PHCC meeting. Governance and improving capacity are underway, e.g. outsourcing some of the operational and other aspects of running the PHCC; modifying staff work arrangements/job descriptions; upgrading systems; introducing systems etc.

New National Landcare Program (replacing Caring for Our Country) – I went to Canberra in November for a series of meetings as part of the WA NRM CEO's Group. This included Fiona Fraser, Director of the National Landcare Program (with the WA team) and the Australia wide CEO's meeting with various representatives from the Australian Government to discuss the introduction of the New National Landcare Program. The mantra for the program is '***Simple – Local – Long Term***'. The program includes 'Green Army' and '20 Million Trees' and Grants a) <\$50,000; b) \$50-200,000 and c)>\$200,000. The details of each of these programs are yet to be finalised and WA has provided a submission for consideration. WA has nominated a representative to work with the Australian Government team on their proposed new MERI framework.

Staff Movements – Christine Comer finished with the PHCC on 13 December. Welcome to Jo Garvey as our Rivercare Officer; Jamie Wright as part time Project Officer; Ann Scott as Administration Support. Pat Sutton and Karen Henderson have both agreed to increase hours in 2014.

Priorities to June 2013:

1. Preparation of NRM Strategy and 1st Year Investment Plan
2. Governance and Capacity to manage transition to becoming an Independent Region, including 'velvet divorce' from SWCC, restructure of staff arrangements and review of operational processes
3. Input into the PHEMC, including terms of reference and inform agenda items and background
4. Supporting team for the delivery of existing projects within timeframes and budget; and
5. Appointment of Senior Scientist."

Moved: Marilyn Gray

Seconded: Rob Summers

That the Executive Officer's Report be accepted.

CARRIED

Jane tabled the Senior Scientist Job Description. The position will be advertised early 2014.

The project will deliver key outcomes as defined (a) in the proposed funding agreement between the PHCC and State Government; and (b) in the PHCC Strategic Directions 2012-22, including:

- Establish networks with relevant researchers and research institutions in public and private sectors;
- Review Peel-Harvey Estuary Science Strategy (2010) and research efforts in the Peel-Harvey Catchment, including literature review;
- Establish a portal or similar to enable future access to research;
- Prepare a gap analysis for research and monitoring and strategies to reduce the implementation gap;
- Prepare an updated Science Strategy for the Peel-Harvey, incorporating broader catchment issues as well as Estuarine and Riverine;
- Using updated Science Strategy facilitate collaborative research programs to address priority research needs;
- Develop the Peel-Harvey Catchment reporting framework;
- Prepare and communicate Annual Report/s based on agreed reporting framework;
- Provide sound and timely scientific advice to the Peel-Harvey Catchment Council;
- Be advocate for Science and Scientific research in the Peel-Harvey Catchment.

10. Treasurer's Report

10.1 Auditors Report 30 June 2013

The Treasurer advised that the auditor's report had just been received. There were three minor recommendations in relation to oncosts on leave provisions, purchased leave arrangements and budget reports in MYOB.

There were some audit adjustments (see Balance Sheet), which will be reflected in the February 2014 Balance Sheet. The auditors advised that:

“Our audit report for 30 June 2013 is unqualified with our opinion stating the financial report presents fairly the financial position of the PHCC, as at and for the year ending 30 June 2013 with the exception of the cash receipts qualification as noted above.

Our audit indicated procedures and controls in respect to the PHCC’s internal processes, procedures and financial reporting framework are adequately designed and have been maintained to adequate standards throughout the audit period.

Due to the high quality of the financial records and supporting reconciliations provided to us which correctly supported all year end balances, we are also pleased to report there are minimal audit adjustments or recommendations arising from our 30 June 2013 audit.”

Moved: Don Glenister Seconded: Peter Hick

That the auditor’s report for June 2013 be accepted, signed and entered into PHCC records.

CARRIED

10.2 November 2013 Financial Report

The Treasurer presented her report.

Moved: Bob Pond Seconded: Nuray Veryeri

That the November 2013 Financial reports be ratified.

CARRIED

10.3 Finance and Audit Committee Report

The Treasurer tabled the draft notes (with Recommendations) of the Finance and Audit Committee meeting held on 4 December 2013.

Marilyn said, from an audit point of view, that:

- Minutes of project steering committee meetings are crucial – auditor required minutes.
- Not only dating contracts prior to funding period, but getting work done and money out within project timeframes is crucial.
- The Finance and Audit committee has recommended that these items be adhered to with respect to project steering committee work.

Moved: Don Glenister

Seconded: Nuray Veryeri

That the notes (with Recommendations) of the Finance and Audit Committee meeting held on 4 December 2013 be received.

CARRIED

10.4 Depreciation Calculation

As part of the PHCC organisation audit review, it has been recommended that there is a change in depreciation calculation of a new asset. To formalise this, it must be adopted by the PHCC.

Moved: Marilyn Gray

Seconded: Rob Summers

That the Peel-Harvey Catchment Council Inc. will depreciate an asset when the value of that asset is greater than \$6,500.

CARRIED

11. Agency Reports

11.1 Department of Parks and Wildlife

With no DPaW representatives present there was not report.

11.2 Scott Haine - Department of Planning

Scott advised that:

- Proposed Local Planning Strategies from the Shire of Boddington and City of Mandurah have been forwarded to the WAPC for consent to advertise. Opportunities to comment on these draft documents will occur in due course.
- The draft Nambeelup District Structure Plan will be progressed further upon completion of the Strategic Environmental Assessment for Perth and Peel.

11.3 Bob Pond and Leon Brouwer - Department of Water

Bob reported that:

- He had been involved in a lot of PHCC meetings.
- DoW has a new Minister for Water and Forestry.
- DoW Executive level structure approved by the Commissioner and to be advertised.
- 30 voluntary severances have been approved.
- Steven Wong has retired.

Leon added an overview of the Water for Food project – a government initiative lead by the Department of Regional Development. A business case is going to Cabinet in February.

11.4 Dave Arkwright - Peel Development Commission

- PDC is working closely with Leon. In terms of the blueprint initiative, the agriculture sector features very prominently as a key strategy for the future.
- Looking at different methodologies and water supplies. Intensive food production.
- PDC has finally commenced engagement with PHCC on the blueprint.
- Recycled water project features prominently. A fairly high degree of government funding is req.
- Working very closely with Leon's process and also with Shire of Murray and hopefully Shire of Serpentine Jarrahdale in creating agricultural precincts.
- Working with DoP on formation of precincts in the Palusplain area, in order to ensure the development is in conformity with the environmental realities of that land.
- Nambeelup project is shifting and is looking more towards a more multi-faceted business park development. The structure plan may have some amendments putting a lot of emphasis on human capital and working extensively with Murdoch University.
- Working on Whitby Falls farm project and the vision is for the development of a very significant research training facility.

11.5 Rob Summers - Department of Food and Agriculture

- Looking at the whole farm nutrient mapping soil surveying. A lot of time spent visiting farms and doing surveys of what management options people are taking.
- The how and why they are making fertiliser decisions. Is a very wide range of decision making options.
- Through that process have sent soil samples to UWA through the MicroBlitz Project and looking at analysing samples.

12. PHCC and Other Officer Reports

12.1 Paddy Strano – Stormwater Strategy Officer

- Formation of the specialised working groups, Planning Working Group and the Parks and Engineering Working Group. These two groups have council participants who will work with Paddy to implement certain recommendations of the LGSS. The response has been good with senior staff nominating to participate. Currently, two directors and four managers form part of the membership.
- Presented the Mayfield SIP to the Shire of Murray's Planning Officer Group meeting and discussed its implementation through the planning process.
- Provided an overview of the WSUD conference that he attended and outlined its relevance to the LGSS and stormwater management in general. Offered to make available the conference proceedings as soon as they are made available.

12.2 Francis Smit – SJ Landcare

- State NRM grants received for feral pest control between Serpentine Jarrahdale and Harvey - \$49,000. Management of Threatened Ecological Communities - \$49,000.
- Darling Downs Residents' Association - \$11,000 (70 acres equestrian reserve)
- Jarrahdale Heritage Society - \$15,000 (Gooralong Brook)
- Shire of Serpentine Jarrahdale - \$30,000 (Healthy Habitats)
- Met with Lotterywest to discuss funding options for:
 - IT
 - Tools and equipment
 - Serpentine River track/infrastructure
 - Cockatube monitoring.
- Shire of Serpentine Jarrahdale:
 - Annual Report presentation was made to Council to ensure new Councillors understood role/value of the Landcare office
 - MoU negotiations ongoing
 - Amalgamation options are still being discussed.

12.3 Thelma Crook – Project Officer

- Johanne Garvey has been employed as the new Rivercare officer for the Rivers to Ramsar project.
- The R2R MERI Plan has been finalised and sent to the Federal Government.
- Have met with almost all the R2R partners to progress the project.
- David Rennie night through the Ramsar 482 project was very successful.

The meeting broke for morning tea at 10.50am and resumed at 11.15am

13. Guest Speaker – Brett Flugge, Executive Manager Strategic Development Shire of Murray : “Reviving the Kidney – Southern Palusplain Future Prospects”

Project Vision:

“The Southern Palusplain Precinct supports a strong diversified and sustainable economy that encourages increased productivity and innovation through new and emerging agricultural enterprises set in an environment that maximises biodiversity protection and nutrient management supported by a clear integrated Governance framework”

We currently have an ecosystem with a legacy of high nutrient loads, clogged arteries but not yet on life support.

Key Objectives:

- Creation of a Food Bowl for Perth and Peel regions
- Foster economic development opportunities
- Explore potential for creation of Agri-business hubs and Food Innovation clusters
- Protect important regional and local natural vegetation areas and wetland biodiversity habitats
- Protect scenic visual qualities of rural landscape
- Expansion of Equine related uses and activities.

Guiding Documents:

- Constraints mapping data prepared by Department of Planning
- Previous Environmental Assessment reports reviewed: “State of Play” Eastern Estuary Catchment and Sub-catchment Implementation Plan – Mayfield
- Peel Regional Park network plan
- Murray Shire draft Local Biodiversity Strategy
- Swan Bioplan Regionally Significant Natural Areas
- Strategic Assessment Perth and Peel regions (in progress).

Potential Outcomes:

- Protect important regional and local Natural areas and biodiversity habitats
- Agri-business precincts created for ‘closed loop’ farming systems
- Service centre hubs for Food industry storage/distribution of produce
- New Conservation zone created in TPS with landowner incentives for biodiversity protection
- Special Control Areas introduced for Agri-Food innovation clusters
- Improved Drainage Management and Nutrient control measures via strategic targeted on ground works
- Alternate forms of biomass energy production developed
- Water harvesting recycling schemes encouraged
- Food Harvest Trails established
- Eco Tourism ventures promoted.

Implementation:

- Draft Precinct plan and Strategy advertised for comment May 2014
- Final Precinct plan adopted by Council and endorsed by WA Planning Commission (late 2014)
- Approved Precinct plan incorporated into Shire’s new Local Planning Strategy
- New Town Planning Scheme 5 provisions introduced for Biodiversity Conservation measures / Special Control Areas for diversified Agri-Business clusters
- Peel Regional Investment Blueprint Enabling Initiatives and Agri-business strategy presented to Government (Feb 2014) PDC
- Funding assistance and business cases pursued under ‘Seizing Opportunities in Agriculture’ program.

Brett answered members’ questions.

ACTION: **Thelma to advise Brett Flugge of contact for cultural sites in the southern Palusplain area.**

- 14 Guest Speaker – Craig Wansborough, Project Manager WSUD Shire of Serpentine Jarrahdale: Reflection on the Byford monitoring program, now and into the future”

Craig provided the following information:

- The monitoring program will set Byford apart from a lot of other metro area districts
- Water is considered at every level of planning
- LWMS Monitoring - sites upstream and downstream

- Groundwater results – general results show a general temporal improvement in water quality across the site. Ph values are generally becoming more neutral
- Surface water results
- Conclusions – post development water levels are representative of pre-development levels, average total TN and TP concentrate for groundwater variedWill need to monitor again and developer will report in 2016
- Getting large scale ecosystem restoration through Byford
- Key findings – general total TN was reduced. Swales were effectively reducing all water quality parameters. TN and TP below Australian average
- Need to ensure provision of traditional infrastructure is being paid for by developers
- Developers’ obligation is for potentially up to 15 years, to be spent incrementally.

15. Next Meeting

The next meeting – the Strategic meeting – is to be held on Thursday 20 February 2013, venue to be confirmed.

The meeting closed at 12.20pm

Chairman

Date

Summary of actions from previous meetings:

No.	Details	Resp.	Complete
1.	<p>Business Arising from Minutes of Previous Meeting [Item 4.2, 17 Oct 2013] Write to Richard Bush thanking him for his presentation at the last meeting and ask if there were any interim results.</p> <p>Correspondence Listing [Item 6.1, 17 Oct 2013] Jane to add the ‘Toxic Mess’ newspaper article to the letter to Richard Bush.</p>	Jane O’Malley	
2.	<p>Correspondence Listing [Item 6.1, 17 Oct 2013] Jane to check the Organisation Policy in relation to media comment, to determine that it is clear and relevant, and to send to all members.</p>	Jane O’Malley	

Summary of actions from meeting of 19 December 2013

No.	Details	Resp.	Complete
1.	<p>Ratification of Local Government Nominees [Item 7, 19 Dec 2013]</p> <p>Letters be sent to the:</p> <ul style="list-style-type: none"> • Local Governments of the unsuccessful nominations, thanking them for their nominations and inviting them to attend future meetings as observers; • Local Governments of the successful nominations, advising of the success; • Successful nominees, including an induction package, and invitation to the meet with the Chair and Executive Officer as part of the induction/mentoring process. <p>All letters to note that as PHCC becomes a region, the structure of the organisation would be reviewed and changes may result.</p>	Jane O’Malley	
2.	<p>Guest Speaker – Brett Flugge, Executive Manager Strategic Development Shire of Murray : “Reviving the Kidney – Southern Palusplain Future Prospects” [Item 13, 19 Dec 2013] Advise Brett Flugge of contact for cultural sites in the southern Palusplain area.</p>	Thelma Crook	