

PEEL-HARVEY CATCHMENT COUNCIL

MINUTES OF ANNUAL GENERAL MEETING 2010

Minutes of the Annual General Meeting of the Peel-Harvey Catchment Council held at the Marine Operations Centre, 107 Breakwater Parade, Mandurah commencing at 9.12am on **Thursday 21st October 2010.**

Attendance

Present:	Jan Star AM	Chairman
	Peter Hick	Deputy Chairman
	Marilyn Gray	Treasurer
	Andy Gulliver	Secretary
	Garry Heady	Member
	Bill Adams	Member
	Maxine Whitely	Member
	Tony Hiscock	Member
	Jane O'Malley	Executive Officer
	Neil Guise	Dept of Agriculture (Left 10.20)
	Bob Pond	Dept of Water
	Craig Olejnik	DEC

In Attendance:	Juan Montoya	FNS Project Manager
	Jane Townsend	HRRT Rivercare Officer
	Amanda Willmott	Coordinator Natural Assets
	Kristy Gregory	SJ Landcare NRM Officer
	Thelma Crook	Greening Australia
	Martin von Kaschke	Greening Australia
	Colleen Archibald	Minute-taker

Apologies:	Leon Brouwer	Dept of Water
	Don Glenister	Member
	Debra Gray	PHCC Admin Officer

1. Welcome

The Chairman welcomed all present and a special welcome back to Amanda Willmott on her return to PHCC after eleven [11] months working in the Philippines as an Australian Youth Ambassador for Development – Environmental Trainer for a Ramsar site in northern Philippines.

2. Confirmation of Previous Minutes

On the motion of Marilyn Gray/ Peter Hick, the minutes of the 2009 Annual General Meeting held on 15th October 2009 having been distributed were taken as read and confirmed.

3. Chairman's Report 2009-2010

The Chairman tabled the following report:

“After a pretty horrendous year I am grateful that I can give a much more optimistic (for both our organisation and the environment) report. We have weathered the withdrawal of all administrative funding by the Commonwealth, the associated new approach of SWCC not to fund us to deliver any projects and the subsequent loss of staff as either projects ceased or stop-start funding methods meant no job security. I cannot say too often our appreciation for Kim’s efforts in keeping us functioning and our gratitude to Jane for stepping into the role so competently when Kim took her long deserved break! Unfortunately we lost Liz Bonner to local government but are grateful for her sterling efforts on Ramsar projects, particularly the momentous bird count in which she involved so many people. Kim Byrnes didn’t have to move so far and keeps in touch in her PDC role so documentation following the Summit with local governments on Adaptation to Climate Change can be completed. Amanda Willmott has returned from the Philippines for which we are thankful and has become part of “Managing the Peel’s Natural Assets”. We have luckily acquired Juan Luis Montoya thanks to Bob’s alertness, to manage the Filtering the Nutrient Storm project which now has funding for a further two years. On top of this our Royalties for Regions two year funding, in conjunction with the other projects’ administrative requirements, will probably need another position.

Our very competent Executive have worked hard and seized the opportunity during the chaos to think and plan strategically, I am grateful to them for this, and in particular for Peter Hick’s deputising during my break. Through all this period we have managed to make submissions on major issues too. Funding applications have also been made by all parties, though not with enough success to ensure continuation of all the Landcare Centres. Loss of this vital capacity at the on-ground, community interface level is a lamentable consequence of the changed Commonwealth funding paradigm and something I hope can be reversed. The celebration of 21 years of Landcare was a timely reminder of their achievements.

One of Damien’s legacies has been the Science Strategy for the Estuary, recently delivered by Peter Rogers and his team at Murdoch University. It has called for better governance of estuaries in general but particularly for proper funding for us to play our role. This was reinforced by a URS audit report for SWCC on our management of the Water Quality Recovery Program. The whole issue of governance is also addressed in a major publication from the National NRM Working Group. All of this has reinforced our conclusion that Regional status was a prerequisite to proper functioning.

Regional NRM calls for good science and partnerships. The findings of the Murdoch science in the estuary point to continuing degradation so developing ties with UWA, fostered by the HRRT, on nutrient movement in the catchment, are timely. The implementation of the WQIP is happening because of the strong relationship with DoW , and sub-catchment WQIPs are starting with Waroona Landcare Centre and HRRT to be followed by others funded by CfoC via DoW. Hopefully this and the subsequent ones will be rounded out to full sub-catchment plans through a partnership with Greening and Alcoa. While our relationship with SWCC has necessarily changed it has remained a strong one as we work out a new way of operating together.

An outcome of good science (from DEC) and regional delivery (of NRM) was the successful listing of the Thrombolites and the finalisation of the Peel-Yalgorup Ramsar Management Plan. These have been major achievements and all involved deserve congratulations. They have evoked some activity from the Commonwealth and I hope will attract more attention. Certainly they helped with the recent political events.

So thank you to all for your persistence and commitment and I am sure we will have a productive year.”

The Chairman’s report was accepted on the motion of Peter Hick / Tony Hiscock.

4. Membership

4.1. Acknowledgement of Members whose terms of service were concluding:
The Chairman noted the terms of Peter Hick, Don Glenister and Shonagh Bradstock were expiring. The Chairman thanked these members for their commitment over their past terms. Peter Hick and Don Glenister had re-nominated.

4.2. Ratification and appointment of new Community Members (three vacancies) took place:

The Chairman advised that a selection panel had been formed to select three community members and the following people had been successful: Peter Hick, Don Glenister and Denise Needham. Letters of advice for recommended appointments have been sent to the nominees.

On the motion of Bob Pond and Marilyn Gray the appointment of community members being Peter Hick, Don Glenister and Denise Needham was ratified.

5. Presentation of Financial Statements

The Treasurer tabled the following report.

“I am pleased to present the 2009-2010 Draft Financial Statements of the PHCC to the Annual General Meeting:

1. The Activity Report 2009-10 as at 30 June 2010.
2. The 2009-10 Profit and Loss report.
3. The 2009-2010 Jobs Profit & Loss report.
4. The 2009-2010 Balance Sheet.
5. The 2009-2010 Funds Distribution report.

Taken together, I believe that these reports represent a true statement of the financial position of the PHCC as at 30 June 2010. The audited statements are not yet available, but will be presented to a future meeting of the PHCC for endorsement as soon as they are to hand.

While the reports show that there has been some inroads made into the equity held by the organisation, caused by the funding uncertainties of the last year, we are still in a sound financial position and able to meet all current and future projected liabilities. I anticipate no difficulties in meeting the requirements of either project audits or project acquittals.

I would like to once again acknowledge the invaluable contribution made by our book-keeper Karen Henderson, and also that of our former Executive Officer Kim Wilson, and to thank our new Executive Office Jane O’Malley for her professional assistance in her first few weeks in the job in this current financial year. To our project managers and officers, my sincere thanks for your unstinting efforts in adhering to guidelines and contract requirements in respect of our project funding.”

On the motion of Tony Hiscock / Andy Gulliver the 2009/10 Financial Statements were accepted.

6. Presentation – Peter Hick, PHCC 1st 10 Years, Next 10 Years (PHCC Mark II)

The status, achievements and future directions of the PHCC were detailed in a presentation by Peter Hick. It was noted that PHCC was formed by the community with government assistance. The future of PHCC as a region in its own right is to be investigated further as there are many positives to pursuing this outcome. This includes greater autonomy and increased funding to continue to undertake the partnerships and projects within the Peel-Harvey. The end objective is to benefit the catchment.

Action: *It was recommended that the presentation be delivered to Minister Redmond, John Ruprecht (DAFWA) and the NRM Office.*

7. Election of Office Bearers

The Chairman vacated the Chair at 9.20, at which time Bob Pond took the Chair and called for nominations for the position of Chairman.

Jan Star was nominated as **Chairman** on the motion of Bill Adams / Maxine Whitely and was elected unopposed. Jan Star accepted the position as Chairman of the PHCC.

Jan Star resumed the Chair at 9.25 am and thanked the members for their support.

Peter Hick was nominated for the position of Deputy Chairman on the motion of Bob Pond. Peter Hick Declined.

Andy Gulliver was nominated for the position of **Deputy Chairman** on the motion of Peter Hick / Marilyn Gray and was elected unopposed. Andy Gulliver accepted the position.

Peter Hick was nominated for the position of **Secretary** and on the motion of Andy Gulliver / Bob Pond and was elected unopposed. Peter Hick accepted the position.

Marilyn Gray was nominated for the position of **Treasurer** on the motion of Maxine Whitely / Peter Hick and was elected unopposed. Marilyn accepted the position.

8. Election of Executive Committee Members

The proposed membership of the Executive Committee, and Finance and Audit Committee was discussed. The current convention is:

“The Executive Committee shall consist of the Office Bearers of the PHCC (being the Chairman, Deputy Chairman, Secretary and Treasurer) and one additional member of the full Council and that this committee shall be chaired by the PHCC Chairman.”

The Chairman called for nominations for PHCC board members to the Executive Committee: **Bob Pond** was nominated on the motion of Peter Hick / Tony Hiscock and accepted the position on the **Executive Committee**.

The *Executive Committee* of the PHCC for the following year would consist of:

- Jan Star Chairman
- Andy Gulliver Deputy Chairman
- Peter Hick Secretary
- Marilyn Gray Treasurer
- Bob Pond Executive Member

9. Election of Audit and Finance Committee Members

“The Finance and Audit Committee shall consist of the Secretary and Treasurer and one additional member of the full council of the PHCC and that this committee shall be chaired by the PHCC Treasurer.”

Nominations were called for PHCC board members to the Finance and Audit Committee in addition to the Treasurer (Marilyn Gray) and the Secretary (Peter Hick). Bob Pond was nominated on the motion of Marilyn Gray / Craig Olejnik.

The *Audit and Finance Committee* of the PHCC for the following year would consist of:

- Marilyn Gray Treasurer
- Peter Hick Secretary
- Bob Pond Executive Member

10. Nomination of Project Steering Committee Members

Representation by members on the project steering committees was discussed, and updated register of appointments to project steering committees was distributed. On the motion of Tony Hiscock / Marilyn Gray the members of the project steering committees as discussed are endorsed.

11. Appointment of an Auditor

The Treasurer recommended the Board endorse the continuation of AMD as the Auditor for PHCC project audits for the current active projects (for the sake of continuity) and for the PHCC organizational audit.

On the motion of Marilyn Gray / Bob Pond it was resolved to reappoint AMD Chartered Accountants as auditor for the 2010/11 financial year for all current project audits and for the PHCC organisational audit.

12. Review of Agency Members

The meeting noted the appointment of the following Western Australian Government agency members:

- Department of Environment and Conservation: Mr Craig Olejnik;
- Department of Water: Mr Leon Brouwer;
- Department of Water, Waterways Health Program: Mr Bob Pond;
- Department of Agriculture and Food: Mr Neil Guise;
- Peel Development Commission: Mr Dave Arkwright; and
- Department for Planning and Infrastructure: Ms Melanie Bradley

Action: Follow up is required as a DPI representative has not attended the PHCC meetings.

13. Close

The Chairman closed the business of the Annual General Meeting at 10.35am.

14. Next Annual General Meeting

The next Annual General Meeting of the PHCC would be held in accordance with clause 12.1 of the Constitution, unless otherwise advised to be held on Thursday the 20th October 2011 at 9.00 am.

Chairman

Date