

# Peel-Harvey Catchment Council

## MINUTES OF MEETING



Held on Thursday 21 February, commencing at 11.15am

Marine Operations Centre, 107 Breakwater Parade, Mandurah Marina

The meeting was preceded by an “Building Effective Boards” workshop facilitated by Tom Tolchard from Partner Future Proof Consulting.

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The Chairman opened the meeting at 11.15am

### 1. Attendance

<u>Present:</u>	Jan Star Andy Gulliver Marilyn Gray Dr Peter Hick Bob Pond Don Glenister Jim McNamara Denyse Needham Nuray Veryeri Maxine Whitely Craig Olejnik Scott Haine Rob Summers	Chairman Deputy Chairman Treasurer Secretary Executive Committee [DoW] Member Member [until 11.59am] Member Member Member DEC Department of Planning (Peel) DAFWA
<u>In Attendance:</u>	Jane O’Malley Kim Wilson Christine Comer Thelma Crook Juan Luis Montoya Paddy Strano Patricia Sutton Kristy Gregory Dale Miles Francis Smit Darrell Govan	PHCC - Executive Officer Program Manager Lake Clifton Recovery Coordinator Project Officer PHCC - FNS Project Manager PHCC - Stormwater Strategy Officer PHCC – Minute Taker [from 11.00am] Landcare SJ Greening Australia Executive Officer Landcare SJ Observer
<u>Guests:</u>	Tom Tolchard	Partner Future Proof Consulting
<u>Apologies:</u>	Leon Brouwer David Arkwright Colleen Archibald Jane Townsend	DoW Peel Development Commission Waroona Landcare Centre Rivercare Officer (HRRT)
<u>Absent:</u>	Shane Kelliher Cr Richard Smith Cr Dennis Veitch	Member Member – Local Government Coastal Member – Local Government Inland

### 2. Declarations of Interest

No declarations of interest.

### 3. Confirmation of Minutes of Meeting held on 20 December 2012

3.1 Confirmation of Minutes of Meeting held on 18 October 2012.

*Moved: Marilyn Gray                      Seconded: Bob Pond*

*That the Minutes of the meeting held on 20 December 2012 be confirmed as a true and correct record of the meeting.*

*CARRIED*

### 4. Business arising from previous Minutes

#### Summary of Actions arising from previous meetings:

No.	Details	Resp.	Complete
1.	<b>Chairman's Report</b> [Item 7, 16 August 2012]. There was a need to focus on successes, such as frogs returning to Lake Mealup. Progress towards getting a link of frog sounds onto website. <i>Jane has found software and will continue to explore (18/10/12).</i>	Jane O'Malley	No progress
2.	<b>Letter from Shire of Harvey. Referral – application for planning consent, establishment of horticulture – Lot 2 (No 288) Bagieau Rd.</b> [Item 5.1, April 2012] Refer the matter to the Executive for next steps in the preparation of a PHCC position statement in respect to horticulture in the catchment.	Jane O'Malley	No progress likely 2012
3.	<b>Chair's Report</b> [Item 7, 20 September 2012] Oil Mallee. Maxine to forward information on Oil Mallee initiative to Jan for distribution. <i>Further liaison required with SWCC about future of oil mallees already planted and their role in the CFI.</i> <i>Maxine to follow up</i>	Maxine Whitely	No progress
4.	<b>Agency and Officer Reports</b> [Item 11.5, 18 October 2012] Christine to investigate opening a Flickr photo sharing account for Lake Clifton photos. <i>A link to Photopost photos has been created on our website Home Page. Still reviewing benefits of opening Flickr account.</i>	Christine Comer	In Progress
5.	<b>Treasurer's Report</b> [Item 5.2, 20 December 2012]. A letter of thanks and congratulations be sent to Karen Henderson, Finance Manager for her role in managing the PHCC finances and audit process. <i>A letter of thanks was sent to Karen 21 December (Item 2.1)</i>	Jane O'Malley	Complete
6.	<b>Agency and Officer Reports</b> [Item 11.1, 20 December 2012]. Find out details of the DoW groundwater assessment program being delivered by Kerry Johnson and see if it is relevant for a future presentation to the PHCC. <i>Bob to follow up</i>	Bob Pond	
7.	<b>Agency and Officer Reports</b> [Item 11.1, 20 December 2012]. Jane, Bob and Juan to meet early January to pull together project plan for funding for Water Quality. <i>CfoC was released 11 February, meetings are taking place to put forward appropriate applications.</i>	Jane O'Malley, Bob Pond, Juan Luis Montoya	Complete

8.	<b>Agency and Officer Reports</b> [Item 11.2, 20 December 2012]. Obtain a copy of the Draft State Planning Policy.	Jane O'Malley	Received
9.	<b>Agency and Officer Reports</b> [Item 11.3, 20 December 2012]. DEC to provide presentation in 2013 on Honey Possums.	Craig Olejnik	

Item 3 – Oil Mallee. Maxine will follow up.

Item 6 – DoW groundwater assessment program. Bob will follow up

## 5. Treasurer's Report

### 5.1 December 2012 / January 2013 Financials presented

The Treasurer presented the December 2012 / January 2013 Financial Report.

The months of December and January have been a very busy time seeing the completion of four projects:

1. *1500 - Managing the Peel's Natural Assets*

This project was completed on 31 December 2012 and has been sent for audit and the Financial Statement has been signed off by the Auditor. The final payment of \$46,000 will not be paid until the project acquittal has been signed off by the funding body, and remains in the Debtors list as unpaid.

The six month budget for this project was managed very tightly and an 11% savings was made on the original expenditure budget forecast, however, in real terms, the income budget forecast and the funds actually needed to expend the project, there was only a \$3000 shortfall which was funded by Project Overheads.

From January 2013, PHCC Support (our equity) now funds the running of the Organisation.

2. *3300 - SWCC Oakley Brook Project*

This project was completed on 31 January 2013. The Project's Financial Statement along with proof of receipts has been forwarded to SWCC. The final payment of \$2285.83 will be paid by SWCC once the acquittal has been signed off. It should be noted that PHCC contributed to this project by using \$967.48 of Project Interest to cover the shortfall.

3. *5900 – Mayfields 09058 State NRM Project*

This project was completed on 31 January 2013. The project ran over four financial years and we are in the process of submitting it to AMD for audit.

4. *7930 – HRRT 11060 Upper & Lower Harvey River Demonstration*

This project was completed on 31 January 2013 and will be sent to AMD for audit.

FNS2, Lake Clifton Recovery and Local Government Stormwater Strategy projects have all signed off on agreed Milestones at the end of December/January and progress payments have been invoiced.

On 13 February 2013, Jane, Kim, Bob and Karen attended a WACOSS Seminar for Non-for Profit Organisations in Bunbury which was organised by SWCC. The course gave a brief outline of Understanding the Finances, the need for Accountability and Changes to Regulations. The day was very informative and very satisfying to know that PHCC is meeting these requirements.

Jan noted that we made a loss on the Oakley Brook project and there was quite a lot of landholder contribution as well.

**ACTION: Jane to send a letter to SWCC to demonstrate the framework for funding is inadequate to meet the real costs of delivering projects, with Oakley Brook as an example.**

*Moved: Nuray Veryeri*

*Seconded: Jim McNamara*

*That the December 2012 / January 2013 Financial reports be ratified.*

*CARRIED*

## 6. Correspondence

The Correspondence List for December 2012 - February 2013 was circulated.

### 6.1 Items for Comment - Correspondence In

#### Item 1.6 (Swan River Trust Urban Drainage Partnership Agreement)

Jan highlighted this item as it is break through in negotiations with Water Corporation over drainage management – but it is only relating to urban drainage (which is still of relevance to us of course).

#### Item 1.7 (Department of Water – Application for licence to take water (MZI Resources)

Denyse asked if PHCC would comment on this application. This item was only provided for information and there was not a provision to comment on it.

Jan highlighted Item 1.19 (City of Mandurah Council resolutions to support PHCC) and Item 1.21(City of Mandurah Stretch Festival EOI form).

### 6.2 Items for Comment – Correspondence Out

Nil.

### 6.3 Periodicals

Jan noted Item 3.1 (Biodiversity Offsetting for Mining and Energy Development Conference) which is a very important conference. She asked if anyone could attend to advise Jane directly. Dale advised that Greening Australia was sending a representative.

*Moved: Denyse Needham*

*Seconded: Marilyn Gray*

*That Correspondence In and Correspondence Out be accepted.*

*CARRIED*

## 7. Chairman's Report

Jan Star presented her report:

*I did mention the important initiative of the State and Commonwealth in their Strategic Assessment of Perth and Peel Regions. You can reach their web-page through ours or go straight to <http://www.dpc.wa.gov.au/Consultation/StrategicAssessment>. They do want as many as possible to follow its progress and make comment through the Stakeholder Reference Group - where I represent PHCC – so talk to me! Comment to me on the Chairman's report in particular, but note the last one had an error in reporting the WWF position on 'offsets'. From various sources I have had confirmation that we are important to the State Government in this process.*

*Since the break we have been busy delivering on Goal 3 of our "Strategic Directions" – "Influencing key decision-makers for better catchment governance" as you can see from the meetings list I have also met informally with the DG of DoW and a corridor chat with DAFWA DG while at meetings with NRM people in DAFWA. You have probably seen David Templeman's commitment to a statutory body for the Peel where he did acknowledge we needed stronger support. All told there is a sense that something should emerge from these elections. Our meetings have covered the need for some better action to protect the estuary with our independence as a region as a helpful precursor. This also addresses Goal 2 "Securing our Future".*

*The interesting debate is whether a governing body needs to be statutory or not. There are pro's and con's – "to legislate is to limit" vs greater surety of funding.*

*Another issue looming is the Metropolitan Local Government Review for which submissions are due on 5<sup>th</sup> April, but an election before then may be a deciding factor. We made a submission before and if Council is willing I can try to do another submission and seek an out of session endorsement. Obviously with the Biodiversity Fund and CfoC now open all staff will have to concentrate on that.*

*For today I hope you benefitted from the session on Building Effective Boards. I would really like to find ways of making the most of our Board members' skills and knowledge – and giving them greater satisfaction in being a member.*

Jan added that it was worth noting that the City of Mandurah had put a submission to join with the Shire of Murray or to become a super region including the Shire of Serpentine Jarrahdale. Members agreed that Jan should put together a submission on the Metropolitan Local Government Review.

*Moved: Bob Pond*

*Seconded: Jim McNamara*

***That the Chairman's Report be accepted.***

***CARRIED***

## 8. Executive Officer's Report

8.1 Peel-Harvey Catchment Council Business Plan 2012-2022 (Securing Our Future) - Jane presented the Business Plan and requested formal endorsement.

*Moved: Marilyn Gray*

*Seconded: Andy Gulliver*

***That the Peel-Harvey Catchment Council Business Plan 2012-2022 (Securing Our Future) be endorsed.***

***CARRIED***

- 8.2 New Office - 58 Sutton Street - The new office building is on track for completion at the end of April and it is hoped to be operational by the 2<sup>nd</sup> or 3<sup>rd</sup> week of May.
- 8.3 Lake Mealup Gate - There have been issues dealing with the installation company. However, that company has recently been sold and the new owners are looking for a solution.
- 8.4 Nambeelup Industrial District Structure Plan – A submission was made to the DoP. Jane met with the Shire of Murray and a further meeting with the Shire, SERCUL and DoW is planned. There are a range of concerns and it is hoped that the PHCC can influence enough to minimise some of the impacts to the natural areas and particularly, water quality and Matters of National Environmental Significance.
- 8.5 City of Mandurah Financial Contribution – At their January meeting the Mandurah Council unanimously endorsed a financial contribution to assist the PHCC meet our financial shortfall and continue to be operational until a more sustainable arrangement is achieved. Council endorsed:

*“That Council:*

*1. Supports the establishment of an independent, fully funded organisation to oversee the enhancement of the environment and social values of the Peel-Harvey Estuary and endorses officers working with the other stakeholders to achieve this outcome.*

*2. Supports the Peel-Harvey Catchment Council becoming an independent Natural Resource Management Region (separate from the South-West Catchment Council) under the Natural Resource Delivery model.*

*3. Approves unbudgeted expenditure of \$80,000 to the Peel-Harvey Catchment Council in 2012/13, as core funding, to assist with administrative and overhead costs, to be funded from the Interest Free Loan Reserve.*

*4. Enters into a Memorandum of Understanding with Peel-Harvey Catchment Council whereby the City indicates a commitment to the following three year funding program and provides for the governance conditions as outlined in the report:*

*2012/13 \$ 80,000  
2013/14 \$ 200,000  
2014/15 \$ 80,000.*

*5. Requests the Chief Executive Officer (Director Sustainable Development) to finalise the Memorandum of Understanding with the Peel-Harvey Catchment Council.*

*6. Acknowledges the assistance currently provided to the Peel-Harvey Catchment Council via:*

*6.1 The use of a Council building (No.58 Sutton Street), currently undergoing refurbishment, as office accommodation, at a community rate (currently \$860 per annum) via a 5 year lease (with a further 5 year option) and the City's contribution of \$63,000 to site works and officer time as project manager.*

*6.2 The City hosting staff of the Peel-Harvey Catchment Council in the City's administrative building.*

*6.3 The agreement between the City and the Peel-Harvey Catchment Council for the City to contribute \$90,000 per annum to the preparation of Drainage Management Plans for the Peel-Harvey Catchment areas (from 2011/12) for 5 years.*

6.4 *The Council commitment to contribute \$10,000 per annum to support the funding of a senior scientist by the Peel-Harvey Catchment Council for a 5 year period from 2011/12.*

*Moved: Bob Pond*

*Seconded: Marilyn Gray*

***That a letter of thanks for the financial contribution be sent to the City of Mandurah.***

*CARRIED*

8.6 CfoC Applications – Presentation by Kim Wilson

Kim provided an outline of the Caring for our Country Target Area Grants and Biodiversity Fund (Round Two). The PHCC have been liaising with partners to determine where priority works need to be done and how these works fit within the criteria of the two funding streams. Members endorsed the broad concepts for applications for funding to a) continue to implement the Peel-Yalgorup Ramsar Site Management Plan; b) continue WQIP/Subcatchment Improvement plans and c) Reinstate the Rivercare Program.

*Moved: Bob Pond*

*Seconded: Marilyn Gray*

***That officers put together applications for funding as presented to a) continue to implement the Peel-Yalgorup Ramsar Site Management Plan; b) continue WQIP/Subcatchment Improvement plans and c) Reinstate the Rivercare Program.***

*CARRIED*

8.8 WQIP Review – the Review is nearly complete (as a milestone in the MPNA funding). This is a highly sought after document by the Office of EPA and Department of Premier and Cabinet. It is potentially a very influential review.

*Moved: Bob Pond*

*Seconded: Marilyn Gray*

***That the Executive Officer's Report be accepted.***

*CARRIED*

## **9. Monthly Meeting Inventory**

Members noted the monthly meeting inventory for December 2012 – February 2013.

## **11. Agency and Officer Reports**

### 11.1 Bob Pond – Department of Water

- FNS 2 Report to the end of November and due end of January was accepted by the Commonwealth.
- DoW is currently advertising for new members for the Peel Inlet Advisory Committee.
- A very interesting meeting at Keralup with Department of Housing and Works representatives last week. The river was very smelly at the time and it was noted by the Department. At the same time a large fish kill, predominantly just downstream (approximately) of Lake Amarillo, was discovered. No samples were taken.

[Jim McNamara left the meeting at 11.59am]

11.2 Rob Summers – DAFWA

- DAFWA is soil sampling as part of the whole farm nutrient mapping program and will continue into April this year to finish work including the GeoCatch partnership sites.
- DAFWA, through David Weaver has been in consultation with DoW through Kath Lynch to coordinate a CfoC application.
- A property planning workshop for Lake Clifton landholders was held as a partnership with PHCC and DAFWA with another in March.
- Rob attended a Community Based Social Marketing course about fostering sustainable behaviour held by Doug McKenzie-Mohr and recommend it to people wondering why they are not seeing change in their target community.

11.3 Scott Haine - DoP

- Nambeelup District Structure Plan – report on submissions is scheduled to be presented to Shire Councils in April and DoP report to go to the June Peel Region Planning Committee.
- Has not yet reviewed the State Planning Strategy.

11.4 Craig Olejnik - DEC

- Lot of time spent on Penguin Island due to the rat outbreak. There are over 300 buckets of exterminator placed on the Island. The program has been very successful except for very large and very small rats that couldn't get into the bucket. Trying to exclude skinks. Vitamin K drops are given to those skinks affected by treatment. Remote camera footage helps guide the management and they are also set up on tortoise nests.
- Lease for the new depot at the back of the current location in Pinjarra Road has been signed off.
- The money for State NRM grant for protection for DRF. Have fencing and access control projects in Kooljerenup NR, Nine Mile NR, Itty Bitty NR, Serpentine River NR.
- Also put up to the threatened species people, the reclassification of species to Declared Rare of Synaphea Sp Pinjarra and Synaphea Sp Serpentine. Populations have varied a lot. Prioritised and elevated to spend resources to do work for those species.
- Involved in 2020 bird count.
- Hope to get \$50,000 from SWCC to do revegetation at Birchmont and also put forward for a secondary structure at Lake Mealup (Juan and Matt Giraudo have helped with the design).
- CfoC will take a lot of time developing up biodiversity projects.

Marilyn added, with regard to the Lake Clifton project, the level of cooperation of DEC with PHCC and she extended thanks to DEC for that level of cooperation. Craig responded that the feedback is appreciated and without PHCC it couldn't be achieved. Denyse said the value adding is fantastic.

11.5 Juan Luis Montoya – FNS Project Manager - PHCC

- Lake Mealup – all very positive and there have been amazing results. Particularly impressed with the reduction in sulphides. Is closer to Aboriginal view of how land should be managed.

- SIP documents have been distributed and a communication's strategy is proposed.
- There was a launch on 30 January at Parkfield Lake in Kwinana.
- Muddy Creek Project at the City of Mandurah is amazing and is a showcase in WSUD.
- This year's bird count at Leak Mealup was the biggest ever.

Craig added that the reduction in acid sulphate in Lake Mealup exceeded anything they were hoping of in the first year as far as acid reduction. The speed of which it changed was huge and it is put down in part to the contribution of ag lime from agriculture into the inlet. There must be some additional buffer being delivered to the Lake for that to happen.

#### 11.6 Paddy Strano – Local Government Stormwater Strategy Officer - PHCC

- Completed the Shires of Murray and Serpentine Jarrahdale Local Government Stormwater Strategy and now proceeding with developing the forward planning component with relevant staff i.e. timeframe, funding, council endorsement.
- Established that Brendan Ingle will be the City of Mandurah representative within the project, replacing John Gabrielson who has left the City. Also Terry Blanchard is the City of Mandurah representative on the Project Stakeholder Group.
- The stormwater strategy gap analysis for the Shires of Waroona and Harvey is under internal review and will be finalised early March.
- Started the first part of communication with the emailing the newsletter "Flowpath" to Project Stakeholder Group members.

#### 11.7 Kim Wilson – Program Manager - PHCC

- Marilyn and Craig thanked the project officer for the achievements on the Lake Clifton project.
- Due to the CfoC and Biodiversity Fund being open for EOIs (due 12 March) and full applications (due 10 April), we are asking all staff to understand we will have limited time available over the next few weeks and may require input on the applications.
- Lake Clifton – waiting at moment to go ahead with burning woodpiles. Craig and Christine are working with the local fire brigade. Hoping that it will proceed in May.

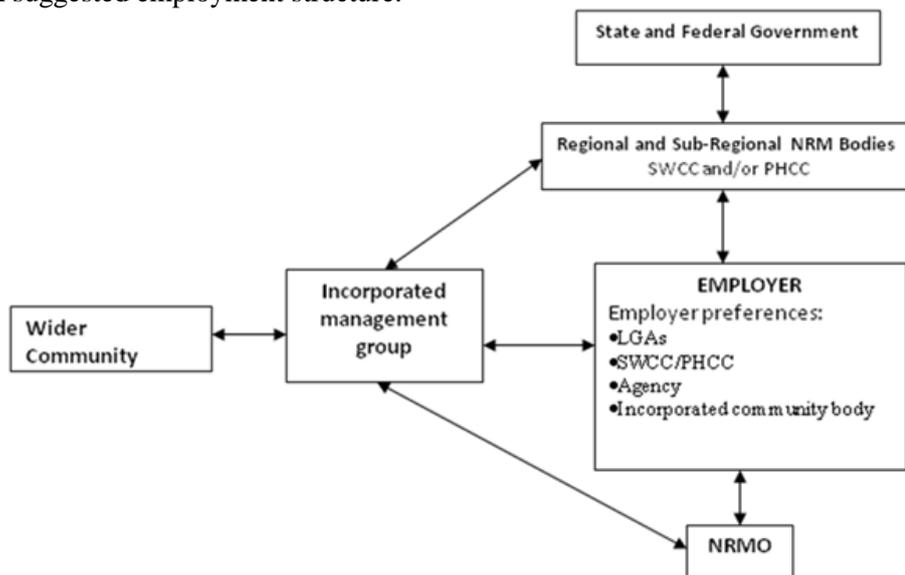
#### 11.8 Thelma Crook – Project Officer - PHCC

Thelma provided a presentation on the draft Business Case for the Hotham and Williams subcatchments to employ a Natural Resource Management Officer.

- Funded by the Hotham Williams Catchment Environmental Alliance.
- Outlined the findings from the research and community consultation.
- Came up with 4 Recommendations including:
  - The community supports a structure to employ an NRMO(s) through "community based management" with the support of LGAs and NRM bodies such as the South West Catchment Council (SWCC) and/or the Peel-Harvey Catchment Council (PHCC).
  - The LGAs, industry, community groups and individuals reinvest, both financially and in-kind, in the employment of a local NRMO(s) to provide for the development and implementation of NRM for the Hotham and Williams subcatchments.
  - A local management group, involving some of the key stakeholders, be established to drive and oversee the management, delivery and reporting of NRM in the region.
  - A NRM Subcatchment Plan be prepared by the NRMO and the management group with the support of local community, landholders and managers, government agencies, Indigenous community, LGAs, Catchment Councils and

other stakeholders. This Plan will provide the scope, future direction and priorities for delivering NRM in the Hotham and Williams subcatchments.

- A suggested employment structure:



- Shorebird 2020 Count – Alcoa provided \$5,000 funding to assist with this. We had more volunteers than the previous year– over 70 and it went without a hitch. Fantastic response from the volunteers. There were very few migratory shorebirds around this year. Lots of waterbirds out there but down on migratory numbers.

Jane added that PHCC had been advised by Lotterywest that the funding application has been successful. The application has been abridged and we should be advised later today that the funding can be used to employ Thelma for a further 18 months.

#### 11.9 Francis Smit – Landcare SJ

- We are progressing with lobbying for operational funding for a WA Landcare Centre Network, through Royalties for Regions (similar to the Community Resource Centre network that has been established). We have communicated with all six NRM Regions in WA, to participate in the lobbying. Guidance is being provided by Tony Simpson MLA, Member for Darling Range.
- Attended Carnabys Cockatoo Symposium, where there were a number of positive endorsements of artificial nest boxes. 43 nest boxes will be installed by Landcare SJ in Armadale and Joondalup over the next month. UWA honours project is testing temperatures in nestboxes.
- Moving into preparation stage of our annual revegetation program.
- Healthy Habitats Stewardship Program, which is a partnership project between Landcare SJ and SJ Shire, has received \$49,500 through State NRM funding.

#### 11.10 Dale Miles – Greening Australia

- With the recent announcement of CfoC and Biodiversity funding, Greening is looking at the region and target areas. A big focus is a collaborative approach for the benefit of the region.

## 12. Next Meeting

The next meeting of the PHCC is scheduled to be held at 9.00am on Thursday 18 April 2013 at the **Marine Operations Centre**.

*The meeting closed at 12.37pm*

Chairman .....

Date .....

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2.	<b>Letter from Shire of Harvey. Referral – application for planning consent, establishment of horticulture – Lot 2 (No 288) Bagieau Rd.</b> [Item 5.1, April 2012] Refer the matter to the Executive for next steps in the preparation of a PHCC position statement in respect to horticulture in the catchment.	Jane O'Malley	No progress likely 2012
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