

# Peel-Harvey Catchment Council

## MINUTES OF GENERAL MEETING



**Held on Thursday 16 October 2014 at 9.45am**

at the Marine Operations Centre, 107 Breakwater Parade, Mandurah Ocean Marina

(this meeting followed the AGM)

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The Chairman opened the meeting at 9.45am

### 1. Attendance

<u>Present:</u>	Jan Star AM	Chairman
	Andy Gulliver	Deputy Chairman [until 10.15am]
	Marilyn Gray	Treasurer
	Bob Pond	Executive Committee [DoW]
	Don Glenister	Member [retiring]
	Dr Peter Hick	Member
	Maxine Whitely	Member
	Craig Olejnik	DPaW
	Rob Summers	DAFWA
	Scott Haine	Department of Planning (Peel) – Observer

<u>In Attendance:</u>	Ryan Hooper	Snr Scientist PHCC
	Thelma Crook	Rivers 2 Ramsar Project Manager PHCC [until 11.50am]
	Patricia Sutton	Office Manager PHCC
	Paddy Strano	Stormwater Strategy Officer PHCC
	Darralyn Ebsary	Nominated Member TBC
	Michelle Mullarkey	Casual Project Support PHCC/HRRT [until 11.38am]

<u>Guests:</u>	Lindsay Strange	DAFWA [until 11.35am]
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<u>Apologies:</u>	Paddi Creevey OAM	Member
	Cr John Allert	Local Govt Member (Inland)
	Cr Caroline Knight	Local Govt Member (Coastal)
	Cr Keith Ellis	Proxy Local Govt Member (Coastal)
	Cr Richard Smith	Member
	Dave Arkwright	PDC
	Leon Brouwer	DoW
	Chris Malley	DER
	Jane O'Malley	Chief Executive Officer
	Kim Wilson	Program Manager

<u>Absent:</u>	Michael Schultz	Member
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### 2. Declarations of Interest

No declarations of interest.

### 3. Confirmation of Minutes of Meeting held on 21 August 2014

3.1 Confirmation of Minutes of Meeting held on 21 August 2014

*Moved: Maxine Whitely                      Seconded: Rob Summers*

*That the Minutes of the meeting held on 21 August 2014 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.	<b>Item 7 [17 April 2014] Chairman's Report</b> Cr Ellis to liaise with Jan to discuss proposed water flow modifications from the Wungong with an aim to stop the migration of feral pearl cyclids to the Peel rivers from the Wungong. <i>Cr Ellis &amp; Jan Star are liaising and intend to meet on site. Fisheries to hold a meeting. Jan to report.</i> <i>Site visit not yet held.</i> <i>21/8/14 - Jan reported that action is proceeding and she will follow up on a report from Cr Ellis that the drain is blocked.</i>	Cr Ellis / Jan Star	Complete
2.	<b>Item 7 [19 June 2014] Chairman's Report</b> 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
3.	<b>Item 13.3 [19 June 2014] Agency Reports (Rob Summers – DAFWA)</b> Rob Summers to invite a DAFWA representative to address a future meeting in relation to biosecurity. <i>Lindsay Strange to present at October 16 meeting.</i>	Patricia Sutton to liaise with Rob Summers	Complete
4.	<b>Item 5.1 [21 August 2014] Correspondence (Item 1.5 Shire of Murray Corporate Business Plan)</b> Send a letter of acknowledgement and congratulations to the Shire of Murray for their Corporate Business Plan and the biodiversity award received at the WALGA Convention.	Patricia Sutton	Complete
5.	<b>Item 7 [21 August 2014] Chairman's Report</b> Follow up Chris Malley on the matter of reporting annually on licensed premises.	Jan Star	

Item 1 – Complete.

The Shire of Murray had passed a milestone by becoming the State's 26<sup>th</sup> Waterwise Council. The City of Mandurah had also been recognised for its Local Biodiversity Strategy with Action Plan at the WALGA Convention.

**ACTION:        Send letters of congratulations to:**

- 1.        The Shire of Murray for becoming a Waterwise Council.**

**2. The City of Mandurah for receiving the 2014 Biodiversity Milestone Award with an Action Plan, at the WALGA Convention.**

**5. Correspondence**

5.1 Correspondence List for August 2014 – October 2014

*Moved: Marilyn Gray Secoded: Rob Summers*

***That Correspondence In and Correspondence Out be accepted.***

***CARRIED***

**6. Monthly Meeting Inventory**

Not available for this meeting.

**7. Chairman's Report**

Jan Star presented her report:

*"The big event this period was the interviewing and appointment of Dr Ryan Hooper as our Senior Scientist. This is the culmination of four years of aspiration, hope and lobbying since the Science Strategy and marks a major shift in our operation.*

*There is a lot happening with significant changes predicted, whether they are sufficiently great and soon enough will be the question. They are directed at a change of the building methods for houses and urban design to better use our basic raw materials and create more green spaces; and at strategic land use planning to protect the P-H estuary and address the rapid decline in Carnaby's Cockatoos. The timeline for the SAPPR process has expanded to towards end of next year and it has been given more resources. It is a reflection on government that they understood the implications of an environmental assessment so poorly in the first place.*

*Better drainage management is receiving greater recognition. We have worked with DoW on some major drainage modifications and treatments which went to PHEMC. We also gave them a briefing of our Binjareb Boodja Landscapes and on the appointment of the science position.*

*WALGA are also active on the drainage issue, advocating for Water Activity Plans and a catchment authority approach for the Swan at least.*

*Eric Lumsden, Chair of the WAPC presented to the PLRF saying that SAPPR was the most comprehensive strategic study since the Stephenson Plan. He was saying traditional development is no longer possible and some areas won't be developed, such as Keralup. As well as the environmental constraints, traffic congestion and bushfire problems will lead to more consolidation and restraint on rural residential areas. Some Local Government strategies won't progress. The declining state of the P-H is a major issue.*

*There was a WAMSI Workshop on Research Priorities for Estuaries in SW. It was focussed on where the gaps in knowledge are. Malcolm Rob gave his presentation on the P-H with a pretty dire warning on the state of the estuary. He pointed out that the bed of the estuary was in the same state as just prior to its ecological collapse with seagrass in the Harvey Estuary being smothered by algae and parts of the Murray biologically dead on the floor. His thesis was it was primarily due to*

organic materials. There was a discussion paper (tabled) and there will be a paper resulting from the workshop if anyone is interested.

*The WA Landcare Network talked to the NRMRLG. Basically they are still building membership prior to an inaugural AGM and the start of planning their direction. They want to be a voice for Landcare and envisage a symbiotic relationship with the NRM Regional groups. The State are starting to get interested in an NRM policy so the Regions are keen to be seen as major stakeholders. The biannual NRM Conference will be brought forward to September next year to coincide with Landcare Awards. It will be in Mandurah.*

Jan and Jane will be attending the Committee for Economic Development of Australia (CEDA) event – “*Future of the Peel Region – State of the Regions Series, Part 2*” being held at the Mandurah Offshore Fishing and Sailing Club on 12 November. Speakers include Hon Terry Redman MLA, Paddi Creevey OAM and Alan Cransberg. More information at [www.ceda.com.au](http://www.ceda.com.au).

*Moved: Rob Summers      Seconded: Caroline Knight*

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

**CARRIED**

## **8. Chief Executive Officer’s Report**

The Chief Executive Officer was absent from this meeting.

## **9. Treasurer’s Report**

9.1      September 2014 financials presented

The Treasurer presented her report:

*“Project Funding:*

- 1. SWCC Lake Clifton Ramsar Restoration has been acquitted and the audited Financial Report been sent to SWCC.*
- 2. Rivers 2 Ramsar annual financial statement has been signed off by the auditor late September. These reports have been sent off to the funding body and we are waiting for Payment 3 and 4 [\$803,150].*
- 3. The PHCC NRM Region Funding – Australian Government and State NRM has been completed and will be audited as part of the Organisation Audit.*
- 4. PHCC Senior Scientist – Initial payment from Dept. of Regional Development for this position has been invoiced and the 2<sup>nd</sup> instalment from City of Mandurah.*
- 5. Establishment of the Peel-Harvey NRM Region – Australian Government Funding: We have received the first instalment of \$200,000 in September with a further \$50,000 to follow.*
- 6. Establishment of the Peel-Harvey NRM Region – SWCC Funding: Awaiting contract and funding.*

*Commercial Cards:*

- Approval for the increase in card limit to \$10,000 was received on October 8<sup>th</sup>.*

Members' Travel Allowance:

- Will be increased from the October meeting in line with recent ATO increase.

FTE Funding Model:

As part of the Organisation review process, a new FTE Model for charging out salaries, on-costs and overheads has been set up. Jane presented this to the F&A Meeting and it appears it will be a beneficial tool as supporting documentation when acquitting Project audits. Once this model is finalised and approved, Quarter 1 Salaries will be charged out against the projects.

It should be noted that whilst the salary component has not yet been charged out against projects for Quarter 1, it does not affect the overall Equity of the Organisation because all salaries are being funded by Project Grants up to December 31st [it is the distribution of unspent funding that is not reading accurately – this will be adjusted once journal transfers are completed when FTE Model is finalised and Australian Govt. contracts/\$\$ are finalised].

PHCC Audit for Financial Year 2013/14

The Organisation audit, along with the Foundational funding [State and Federal], will be conducted on-site at PHCC on October 20<sup>th</sup>, 2014. Audited financial reports are thus anticipated to be available for the December meeting.

Financial Position as at 30<sup>th</sup> September, 2014:

Corporate Online Saver Account	\$264,074.27
Project Online Saver Account	\$829,292.69
Cheque Account	\$240,668.00
Term Deposit	\$419,503.70
Petty Cash	\$ 43.20
ANZ Visa Card	(\$2,303.66)
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Total Cash at Hand:	\$1,751,278.20

PHCC Equity at the 30<sup>th</sup> September is \$703,487.88.”

Moved: Peter Hick          Seconded: Rob Summers

**That the September 2014 Financial reports be ratified.**

CARRIED

The meeting broke for morning tea at 10.15am and resumed at 10.45am

## **10. Guest Speaker : Lindsay Strange, Biosecurity Officer, Agricultural Resource Risk Management DAFWA**

Lindsay Strange presented a brief overview of Recognised Biosecurity Groups and the “Peel-Harvey Biosecurity Groups”.

A copy of the presentation is available on the PHCC website Members’ Page.

## **11. Officer Presentations / Reports**

### **11.1 Thelma Crook – Rivers 2 Ramsar Project**

#### **Partnerships:**

##### Delivery Partners

- Birdlife WA
- DPAW
- Landcare Serpentine Jarrahdale
- Harvey River Restoration Taskforce
- City of Mandurah
- Shire of Murray

##### Stakeholders

- Noongar communities
- Broader Community groups and individuals
- LGAs

#### **Project Updates:**

##### Hotham Williams NRM Plan

- Literature Review Completed
- Employ Andrew to write the Plan
- Extensive community consultation
- Draft Plan by December 2014

##### Hotham Williams Ongoing Works

- Landholder Applications and Agreement
- Employment of part time officer
- Advertise funding

A copy of the presentation is available on the PHCC website Members’ Page.

## 11.2 Dr Ryan Hooper, PHCC Senior Scientist

Jan Star introduced PHCC Senior Scientist, Dr Ryan Hooper, who provided an overview of his experience including soil science, botany and plant ecology.

*[Lindsay Strange left the meeting at 11.35am]*

*[Michelle Mullarkey left the meeting at 11.38am]*

## 12. Agency Reports

### 12.1 Rob Summers – DAFWA

- DAFWA and PHCC representatives attended the Estuaries Forum held by the Western Australian Marine Science Institute who were canvassing input into selecting research topics on estuarine science.
- Sampling of Ellen Brook soil amendment sites and plant tissue analysis has been carried out again. Soil amendments have improved growth and the Lime Amended Bioclay appears to still be showing great improvements in plant growth even after 4 years since application.
- Monthly comparison of soil sampling equipment has taken place and has now included a detailed assessment of the soil bulk density to check the influence on soil test results.
- The Whole Farm Nutrient Mapping project has finalised all of the applications for sites to be sampled this summer. Of 100 farms being sampled, only 7 were from the Peel-Harvey.
- The Whole Farm Nutrient Mapping group met with Ken Peverill who is the auditor for the Fertcare program. Ken audits the farm consultants who use Fertcare accredited software to make decisions. These include fertiliser company representative. Ken explained how the auditing is managed and the process of continuous improvement.
- DAFWA was represented at the Waroona show in the new Agricultural Discovery trailer to promote agriculture and this included engagement with youth on agricultural careers.
- Biosecurity issues include a project to combat cotton bush in the region, which Lindsay Strange of DAFWA biosecurity is participating in.

### 12.2 Scott Haine – Department of Planning Peel (Observer)

- Local planning strategies for Shire of Boddington and City of Mandurah have not yet progressed to the public consultation stage. When they have reached the advertising stage, a brief overview of the strategies can be provided.

### 12.3 Bob Pond - DoW

- Also attended the WAMSI meeting.
- There are still problems with jetty constructions following changes to the recreational boating and jetties on public foreshores policy. People have built without approvals or build bigger than approved. Feedback goes to WAPC and DoT. All new jetties on public foreshores have been within the area nominated by the WAPC policy allowing new jetties.
- Considering increasing monthly monitoring of Estuary for the summer period.
- DoW are increasing algal sampling to fortnightly.

- Dredging licences – Parkridge was partially completed as a trial of dewatering bags. The trial was not successful due to the difficulty in dewatering the sludge. Port Mandurah south entrance channel is not going ahead at this point. A variation to Port Mandurah entrance north has been requested and dredging should be starting soon. Variation was a change in dates.

*[Thelma Crook left the meeting at 11.50am]*

### **13. Next Meeting**

The meeting closed at 12.05pm

The next meeting is to be held on Thursday 18 December.

Chairman .....

Date .....



**Summary of actions from previous meetings:**

No.	Details	Resp.	Complete
1.	<p><b>Item 7 [19 June 2014] Chairman's Report</b>                      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></p>	Patricia Sutton	Pending
2.	<p><b>Item 7 [21 August 2014] Chairman's Report</b>                      Follow up Chris Malley on the matter of reporting annually on licensed premises.</p>	Jan Star	

**Summary of actions from meeting of 16 October 2014:**

1.	<p><b>Item 4 [16 October 2014] Business Arising from Minutes</b>                      Send letters of congratulations to:</p> <ol style="list-style-type: none"> <li>1. The Shire of Murray for becoming a Waterwise Council.</li> <li>2. The City of Mandurah for receiving the 2014 Biodiversity Milestone Award with an Action Plan, at the WALGA Convention.</li> </ol>	Patricia Sutton	
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