

## AGENDA - GENERAL MEETING

A General Meeting of the PHCC will be held on:

Thursday 20 October 2016 from 9.00am to 11.00am, followed by the AGM

at Lowlands Farm, Mardella (see map attached)



**NOTE:** If you are doing the walking tour after the meeting, bring enclosed shoes, hat and water bottle

START	FINISH	DURATION	
8.45	9.00	15 mins	Grab your cuppa and prepare to start meeting
9.00	9.10	10 mins	<ol style="list-style-type: none"> <li>1. Apologies</li> <li>2. Declarations of Interest</li> <li>3. Confirmation of Minutes of Meeting held on 18 August 2016</li> <li>4. Business arising from previous Minutes</li> <li>5. Correspondence (will be available on PHCC website)</li> </ol>
9.10	9.55	45mins	<ol style="list-style-type: none"> <li>6. Chairman's Report [15 mins]                             <ol style="list-style-type: none"> <li>6.1 2017 State Election – To be endorsed</li> </ol> </li> <li>7. Update on SAPPR [5 mins]</li> <li>8. Chief Executive Officer's Report [10 mins]</li> <li>9. Treasurer's Report [15 mins]</li> </ol>
9.55	10.10	15 mins	10. Science Update – Steve Fisher, Science Advisor
10.10	10.25	15 mins	11. Staff Updates - Luke Rogers, Regional Landcare Facilitator
10.25	10.45	5 mins ea	12. Agency Reports
			Next Meeting 15 December 2016
10.45	11.00	15 mins	MORNING TEA
11.00	12.00	1 hr	AGM to commence immediately after this meeting at 11.00am
12.00	1.00	1 hr	LUNCH (provided)
1.00	3.00	2 hrs	Walking tour of Rivers 2 Ramsar project completed at Lowlands, with Megan Sheehan from DPaW

*We acknowledge the Noongar people as Traditional Custodians of this land and pay our respects to all Elders past and present*

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[www.peel-harvey.org.au](http://www.peel-harvey.org.au)

Summary of actions from previous meetings

No.	DETAILS	RESP.	COMPLETE
1.	Item 6 Chairman's Report [16 June 2016]  Arrange a meeting with DER to clarify their role on PHCC.  <i>New representative, Louise Oorschot, appointed</i>	Jane / Andy	COMPLETE
2.	Item 7 SAPPR Report [16 June 2016]  Jane to review the minutes of the last PHEMC meeting with Jan and Andy.	Jane, Jan & Andy	COMPLETE

Summary of actions from meeting of 18 August 2016

No.	DETAILS	RESP.	COMPLETE
1.	Item 7 SAPPR Report [18 August 2016]  Jane to ask DPC for a summary of the main issues that have come from the submissions on the Green Growth Plan and how they are addressing them.  <i>Awaiting summary. General presentation made at September SHARE meeting</i>	Jane	PENDING
2.	Item 8 CEO Report [18 August 2016] - Organisational Professional Excellence self-assessment.  1. Circulate to all members the Organisational Professional Excellence self-assessment, as required by the Australian Government.  <i>Organisational Professional Excellence self-assessment document <b>attached</b></i>  2. Members' performance management to be discussed at a future meeting.  <i>Andy to report at October meeting</i>	Jane  Andy	COMPLETE
3.	Item 8 CEO Report [18 August 2016]  Eliza Dowling to send information to PHCC concerning the Shire of Cuballing's experience with eco-tourism.	Eliza Dowling	
4.	<i>Item 9 Treasurer's Report [18 August 2016]</i>  <i>The Community Engagement Steering Committee to discuss purchasing PHCC t-shirts and hats that could be sold and also used by members and staff.</i>  <i>Endorsed at Community Engagement Steering Committee meeting on 13 October:</i> <i>1. Funds from the marketing budget be utilised for the purchase of PHCC hats</i> <i>2. A review being undertaken of the Ramsar 482 T-Shirts.</i>	Jane	COMPLETE