

## Peel-Harvey Catchment Council MINUTES OF GENERAL MEETING

Held on Thursday 18 August from 10.30am  
at Dryandra Woodlands Village

The Chairman opened the meeting at 10.30am and welcomed Cr Mark Conley, President Shire of Cuballing.

### 1. Attendance

<b>Present:</b>	Andy Gulliver Marilyn Gray Bob Pond Michael Schultz Cr John Allert Cr Caroline Knight Cr Eliza Dowling	Chairman Treasurer Executive Committee (DoW) Member Local Govt Member (Inland) Local Govt Member (Coastal) Local Govt Member Proxy (Inland) [until 11.50am]
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<b>In Attendance:</b>	Jane O'Malley Steve Fisher Patricia Sutton Jess Oakley Cr Mark Conley	CEO Science Advisor Office Manager (Minute Taker) Admin Officer President, Shire of Cuballing [until 11.15am]
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<b>Apologies:</b>	Jan Star AM Paddi Creevey OAM Darralyn Ebsary Dr Peter Hick Howard Mitchell Cr Stephen Lee Norman Baker Craig Olejnik Chris Ryan Rob Summers Scott Haine Chris Littlemore Francis Smit	Deputy Chairman Secretary Member Member Member Local Govt Member Proxy (Coastal) Peel Development Commission DPaW DER DAFWA DoP (Peel) – Observer CEO Shire of Boddington Landcare SJ
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NOTE: Jane O'Malley advised that there was not a quorum, therefore items requiring endorsement by the Board would be emailed to members for endorsement.

(Item 14.1 of the Constitution : A quorum for any meeting shall be 50% of members plus 1. )

2. Declarations of Interest

Nil

3. Confirmation of Minutes of Meeting held on 16 June 2016

Moved: Mike Schultz    Seconded: Marilyn Gray

*That the Minutes of the meeting held on 16 June 2016 be confirmed as a true and correct record of the meeting.*

CARRIED

6/0

*Note: A quorum was not achieved at the meeting.*

*This item was endorsed, via email post-meeting, by a further four members who were not present at the meeting.*

CARRIED 10/0

4. Business Arising from Previous Minutes

Summary of actions from previous meetings:

No.	DETAILS	RESP.	COMPLETE
1.	16 June 2016 Arrange for all shires within the catchment to have access to the video taken at the Pinjarra Clean Up Australia day. <i>Letter sent to all shires on 12 July including the link to the video and inviting shires to link to our website, Facebook page and Twitter account.</i>	Jane	Complete
2.	Item 6 Chairman's Report [16 June 2016] Provide members with a copy of the brochure highlighting the top 10 priorities for the Peel Regional Leaders Forum. <i>Brochure to be distributed at August meeting</i>	Jane	Complete
3	Item 6 Chairman's Report [16 June 2016] Arrange a meeting with DER to clarify their role on PHCC.	Jane / Andy	
4.	Item 7 SAPPR Report [16 June 2016] Check if submissions to the Green Growth Plan are available to the public.  <i>Submissions are not made public by the DPC. However, some organisations (like PHCC) published their submissions (through their websites or by emailing them out among the 'network'. We published many to our own website = <a href="http://www.peel-harvey.org.au/?page_id=5391">http://www.peel-harvey.org.au/?page_id=5391</a> Note – the list is not exhaustive.</i>  <i>It is also worth noting that we understand that the DPC are required to respond to all submissions, and to provide an account of how they have responded when the final draft goes to the Commonwealth. Note – as far as we are aware there is no obligation for the State (the DPC) to make public either the submissions or their response.</i>	Jane	Complete



5.	Item 7 SAPPR Report [16 June 2016] Jane to review the minutes of the last PHEMC meeting with Jan and Andy.	Jane, Jan & Andy	
6.	Item 9 Treasurer's Report [16 June 2016] Members encouraged to access the free webinar "Welcome to the board – 9 March 2016" on the ACNC website - <a href="http://www.acnc.gov.au/ACNC/Comms/Multimedia/Multimedia.aspx">http://www.acnc.gov.au/ACNC/Comms/Multimedia/Multimedia.aspx</a> .	Members	Complete
7.	Item 14.3 General Business [16 June 2016] When information is available, provide link to our partners for the CSIRO Alumni Mid-Year Forum to be held on 4 August.	Patricia Sutton / Peter Hick	Complete

## 5. Correspondence

Moved: Bob Pond      Seconded: Mike Schultz

*That Correspondence In and Correspondence Out be accepted.*

CARRIED

6/0

*Note: A quorum was not achieved at the meeting.*

*This item was endorsed, via email post-meeting, by a further four members who were not present at the meeting.*

CARRIED 10/0

## 6. Chairman's Report

Andy Gulliver spoke to his report:

- Most of the significant events are contained on the CEO's report this month.
- Work continues with the DPC on the SAPPR and Green Growth Plan.
- The team has been working on the details of the contractual; obligations and expectations under the REI projects with DoW.
- Thank you to Jan Star for attending meeting with Peter Conran, the outgoing Chief of Staff for the Department of Premier. This allowed us to gather important information about how PHCC is perceived in government circles. We are well respected and our work is valued.
- We will need to gather our thoughts about requests to government for the state election due in March 2017. We will collate our proposals over the next month and all contributions are welcome. We will need to submit our policy requests during October.
- NRM WA is working with WALN to establish a good working relationship and common messaging for the upcoming election.

Moved: Bob Pond      Seconded: Marilyn Gray

*That the Chairman's report be accepted.*

CARRIED

6/0

*Note: A quorum was not achieved at the meeting.*

*This item was endorsed, via email post-meeting, by a further four members who were not present at the meeting.*

CARRIED 10/0

## 7. Update on SAPPR

Jane O'Malley advised while there appeared to be a lot of action behind the scenes there has not been a significant role for the PHCC in the last couple of months. There have been a couple of meetings with the Department of Premier and Cabinet (DPC) and they are going through the Green Growth Plan submissions. PHCC has been asked to facilitate a follow up forum in late September and we will invite people who attended the previous two forums, as well as an open invitation to the community.

Caroline asked if the submissions had been made public. Jane said a summary of significant issues raised would be helpful.

**ACTION:** 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.

## 8. Chief Executive Officer's Report

Jane provided her report:

*Staff movements include:*

- *Contract extension for Kate Barr working with Mel Durack in Boddington (8 hrs/wk – temp role);*
- *Welcome to:*
  - o *Jessica Oakley who has commenced as our full time Administration Officer;*
  - o *Andrew Del Marco who has commenced a 12 month contract for 2.5 days/week;*
  - o *Alexia Parenzee who is assisting with some media (remotely on an hourly basis);*
- *We have made an offer to our Healthy Waterways Program Manager and awaiting a response;*
- *Farewell to Amanda Willmott who has left to have a baby;*
- *Jamie Wright is unable to continue his contract for personal reasons;*
- *Karen, Kim, Thelma & Jordon are all about to take well deserved lovely long chunks of leave to travel to all sorts of exciting corners of Australia and the world.*

Jane also advised that Kelly Lavell will commence on 12 September in the position of Healthy Waterways Program Manager. Kelly comes very highly qualified. She will start on a part time basis working three days per week until Christmas, then four days per week next year.

*Our 2015-16 Organisational Audit on-site component of our audit has been completed and we are awaiting advice as to whether any further information is required before it is signed off. A big thanks to Karen and the team for their diligence in this process. Marilyn will cover this in more detail in her report.*

*We have submitted our Organisational Professional Excellence self-assessment as required by the Australian Government. I am pleased to say that in the 18 months since our initial assessment we were now able to tick yes for all required standards. The bar is set to rise and we have been prompted as to what additional requirements will be expected in the future, e.g. a Reconciliation Action Plan.*

Jane added that one question in the Organisational Professional Excellence self-assessment was with regard to formal performance management for board members. This was raised at the February 2016 Strategic Meeting and was voted as unnecessary at that time. This should be brought back to members for further discussion.

**ACTION:** Circulate to all members the Organisational Professional Excellence self-assessment, as required by the Australian Government.

**ACTION:** Members' performance management to be discussed at a future meeting.

Andy said that member performance management could be discussed at the board discussion session to be held later in the day.

We have now signed the contract for the **Regional Estuaries Initiative** and have commenced works. Thank you to Steve Fisher for his support until we have our Healthy Waterways Program Manager on board. We have commenced discussions for the 'Fertilising the Farm' schedule of the contract which will see us playing a role in the delivery of soil testing and extension programs and workshops (for 2 years). Luke Rogers will be coordinating this with support from the team.

Work is progressing on the Integrated Water Initiative component of the **Transform Peel Project**. This work is being undertaken by Matt Girauda, with support from Steve Fisher and myself as members of the Steering Committee. The intent is to develop a water supply to support development in the food zone and business park, and reduce nutrient flows across and into our Ramsar wetlands.

I recently met with David Templeman (Member for Mandurah) in the lead up to the **State Election** to discuss our major asks, and ask for his support in considering our objectives as part of the Labor Platform. Dave is arranging a further meeting with Chris Tallentire (Shadow Minister for Environment). We hope to meet with Zac Kirkup (replacing Kim Hames as Dawesville candidate for Liberal Party) in the near future.

The first of our 3 **Green Army** teams have commenced and we have applied for 2 more teams in the Round 5 applications. Jo Garvey is doing a great job managing the teams programs – this is not without its challenges, as was anticipated, but is being well managed and we are getting great work done on-ground with partners.

We have received confirmation that all 4 of our **State NRM Capability grants** have been approved. We secured nearly \$500,000 of our original \$1.1 million ask and we have modified our project plans which were resubmitted on 29th July against reduced funding amounts (see below). These need to be approved before we can be contracted for work.

- |   |             |
|---|-------------|
| - HRRT - Saving the Marron in the Harvey River              | - \$100,000 |
| - Landcare SJ Inc. - Measuring NRM successes in SJ          | - \$60,000  |
| - PHCC - Building community NRM capacity in Hotham Williams | - \$100,000 |
| - PHCC - Supporting people for wetland wise use in the P_H  | - \$110,000 |
| - PHCC - Waroona NRM and fire recovery support              | - \$120,000 |

Our **National Landcare Program** is progressing well, as is the **Rivers 2 Ramsar** project with both MERIT reports submitted for the 6 months stages (January-June) on time (thank you to Kim, Thelma and the team). We will soon be launching our **Small Community Action Grants** which will provide \$100-\$1000 with a total of \$7,500 available) and our **Wheatbelt Eucalypt Woodland TEC Grants** (a pool of up to \$100,000). We have received proposals from DPaW and Shire of Murray for on-ground works and we are assessing these against our prioritisation process.

Recommendations will be presented to the Natural Assets Steering Committee for consideration on 23 August. It is difficult to cover the array of outcomes and successes of these projects and I encourage you all to look through our Facebook page for information on what is being achieved.

Members should have received invitations to attend the **Hotham Williams NRM Plan and Wheatbelt Grants launch** on 24<sup>th</sup> August in Boddington. We changed the date to enable our upper catchment Local Government Colleagues to attend. Rick Wilson, Member for O'Connor will launch the Plan and Grants.

Our **Noongar Participation Plan**, protocols and fee structure are progressing and we hope to present it for final approval at our December meeting. Four Members and 12 staff attended the **cultural awareness training** session on 24 June in Mandurah with George Walley and I am looking forward to the next session with Geri Hayden on the 19<sup>th</sup>. Anyone who has not been involved in a cultural awareness training session will be contacted to arrange training with an aim to have all Board and Staff go through this process before June 30, 2017 and from there training will be included as part of our induction processes.

Steve will touch on the very successful **Marine Stewardship Certification SHARE** event in his report.



*Following a meeting with Jan, myself and Peter Conran (DG Department of Premier and Cabinet) and colleagues, we wrote to Peter formally accepting a role on the Future Uses of East Keralup Land Group and have offered to facilitate a highly targeted community and industry workshop to explore options that can maximise the economic, community and environmental opportunities of the site, once the State Government have determined the objectives for its future use.*

*I also recently had a good meeting with the new CEO of MAPTO (Karen Priest) to encourage a higher profile for natural based tourism. This went very well and there appear to be a lot of opportunities to work together in this space.*

*The Estuary Guardians Gala Dinner was held on 15 August where I was a guest speaker. The PHCC sponsored the launch of their 'fin guide' and we had a table with staff and Members attending.*

*We have had no significant Work Health Safety issues to report. Staff and Landcare SJ team have undertaken an Agitated Customer Tactics training course and subsequently all Staff and some of our partners and NRM practitioners have now updated and/or completed their senior first aid certificates.*

*Keeping up to date with PHCC activities/events – Members are reminded that if you want to keep across all the exciting things that are happening, please keep an eye on our Facebook page and/or Twitter account.*

*[Cr Mark Conley left the meeting at 11.15am]*

*Eliza commented on eco-tourism, noting that the Shire of Cuballing is very interested and working with the Dryandra Woodlands Centre. For example self-drive eco-tourism. She said she could feed information to PHCC.*

**ACTION:** Eliza Dowling to send information to PHCC concerning the Shire of Cuballing's experience with eco-tourism.

*Mike Schultz said the CEO Report was excellent and it was impressive that Jane was conversant with so many different items.*

*Jane said she would meet with John Holley of the State NRM office to discuss funding opportunities. We cannot apply for the latest round of funding as a region. She would also discuss funding options with PDC.*

*Andy congratulated Jane and the team, saying he was impressed with the professionalism of the whole team.*

*Moved: Bob Pond      Seconded: John Allert*

*That the SAPPR and CEO reports be accepted.*

**CARRIED**

**6/0**

*Note: A quorum was not achieved at the meeting.*

*This item was endorsed, via email post-meeting, by a further four members who were not present at the meeting.*

**CARRIED 10/0**

*Eliza Dowling left the meeting at 11.50am*

## 9. Treasurer's Report

The Treasurer presented her report:

*The Organisation Audit for PHCC was conducted on August 3<sup>rd</sup> & 4<sup>th</sup> 2016 by AMD Chartered Accountants. All areas of Finance, Payroll, Risk Management and Governance were audited, with no areas of concern raised with the preliminary findings, and no further questions being raised to date. The Financial Statement will be presented for endorsement at our AGM, however, I have included the Balance Sheet and Distribution of Unspent funds at 30<sup>th</sup> June that were presented to the Auditors. Points of interest are:*

- 1. There has been a growth of 11% in the Equity to year ending total of \$884,023.*
- 2. Unspent project funding increase of 89% due to receiving the Regional Estuaries Initiative funding of \$800,000 in late June; carryover of NLP and R2R funding and Employment costs retained to cover shortfall in salaries for F16-17.*
- 3. Employee Entitlements up by 55% on last year which reflects the growth in new staff numbers this past year, stability of existing staff with accruing LSL and management of AL entitlements.*
- 4. It was noted by both Auditors that the Trade Debtors balance was \$0 and questioned by both as to why this was the case as it was unusual. With transition to Regional status, revenue is received on Milestone achievements rather than waiting for final payments to be received on providing funding bodies copies of Audited Financial Statements as we have done in the past.*
- 5. GST Reconciliation: With \$3.89K income and 2.46K expenditure going through the PHCC books during the financial year, a Journal Transfer of \$1.20 was needed to balance the GST Ledgers prior to audit.*
- 6. Once the Audit has been completed, the distribution of Current earning \$92,531 will be distributed within Equity with provisions for Asset replacements being accounted for.*

### *.Project Funding:*

- 1. 9000 – NLP: Project audit has been submitted to AMD for annual acquittal of funds. Unspent funding at 30<sup>th</sup> June 2016 is \$358,534.99. We anticipate a progress payment of \$222,300 by end of August.*
- 2. 8000 – R2R – Project audit has been submitted to AMD for annual acquittal of funds. Unspent funding at 30<sup>th</sup> June 2016 is \$363,198.82. We anticipate a progress payment of \$77,740 by end of August.*
- 3. 6600 – F16-17 payment of \$13,332 for the South32 "Returning Mussels to the Tunbridge Gully" was received in July.*
- 4. 5000 –Regional Estuaries Initiative Project initial payment of \$800,000 was received in June 2016. Project audit has been submitted to AMD for annual acquittal of funds. Unspent funding at 30<sup>th</sup> June 2016 is \$784,002.96.*
- 5. 7100 – Science Advisor Project: Project audit has been submitted to AMD for annual acquittal of funds. Unspent funding at 30<sup>th</sup> June 2016 is \$49,021.39. We anticipate a progress payment of \$100,000 from DRD and \$10,000 from City of Mandurah by end of October.*

*Bart Katarski, a Volunteer, has been a tremendous help to Karen over the past 6 weeks assisting with the Project Audits, electronic filing and with his computer knowledge, has made improvements to our Leave Rosters and some financial spreadsheets. Thank you Bart.*

### *The Finance & Audit Committee met on 1 August 2016*

*The main outcome from the Meeting was to review the cash flow of Project funds for the next 12 months to determine if and how much to invest into a Term Deposit Account. Delegation of Authority will start to roll out with NLP Project Officers once their Budgets have been endorsed by Steering Committee. The draft 2016-17 PHCC budget was discussed and forwarded to Executive Committee meeting for discussion and approval for presentation to the board. Next meeting is scheduled for 4 December 2016.*

### *Items from Finance and Audit Committee for endorsement by the Board:*

*That members:*

- 1. Approve the investment of Project Funds in a 6-month Term Deposit, amount likely to be in the order of \$1,000,000 after cash-flow projections are finalised.*
- 2. Adopt the 2016-17 PHCC Budget.*

### *Bank Statement Balance as at 31 July 2016*

<i>ANZ Corporate Online Saver Account</i>	<i>\$ 202,965.58</i>
<i>Westpac Term Deposit</i>	<i>\$601,099.48</i>
<i>ANZ Project Online Saver Account</i>	<i>\$2,770,689.35</i>
<i>ANZ Project Cheque Account</i>	<i>\$52,204.23</i>
<i>Petty Cash</i>	<i>\$44.20</i>
<i>Merchandise</i>	<i>\$50.00</i>
<i>ANZ Visa Card</i>	<i>-\$2,354.37</i>
<i>Total Cash at Hand:</i>	<i>\$3,624,698.47</i>

*Marilyn Gray  
Treasurer*

Jane requested that a new line item be added to the Draft Budget for uniforms and PPE, for on-ground and indoor staff, to the value of \$2,500. This would be an additional item and Equity should be increased by an equivalent amount.

Caroline asked if it was possible for members to have PHCC t-shirts and hats. Jane suggested this could be discussed at the Community Engagement Steering Committee.

**ACTION:** The Community Engagement Steering Committee to discuss purchasing t-shirts and hats that could be sold and also used by members and staff.

Motion to be put to members via email due to there not being a quorum:

*Moved: John Allert      Seconded: Mike Schultz*

*That members:*

- 1. Approve the investment of Project Funds in a six month Term Deposit, amount to be in the order of \$1,000,000 after cash-flow projections are finalised.*
- 2. Adopt the 2016-17 PHCC Budget as presented, with an additional line item PPE/Uniforms to the value of \$2,500 and Equity to be increased by an equivalent amount.*
- 3. Endorse the Treasurer's Report.*
- 4. Endorse the June financial reports.*



CARRIED

6/0

Note: A quorum was not achieved. This item to be endorsed by Board Members via email – with amendment to PPE/Uniforms value (see Alternative Motion below).

Note from CEO post meeting:

After discussions with the Finance Manager it was determined there is no need add \$2,500 for Uniforms and Personal Protection Equipment (PPE) to the PHCC Support Budget as provisions for staff Uniforms and PPE is embedded in "Employment Costs: Oncosts – Other". It was agreed to separate the uniform/PPE component of the "on-costs other" budget line item and show the "Uniforms & PPE" as a separate line item (of \$1,500) for the four Administration Staff who are paid from "PHCC Support". The original line item "Oncosts – Other" of \$9,696 now shows as \$8,196 for "On-costs Other" and a new line item of Uniforms & PPE of \$1,500. This leaves the bottom line of \$406,220 unchanged.

Please note that all other staff who are paid from Project Officer Employment (POE) provisions for Uniforms and PPE is budgeted for in the same manner and a budget of \$3,200 allocated in POE.

Motion:

That members:

1. **Approve the investment of Project Funds in a six month Term Deposit, amount to be in the order of \$1,000,000 after cash-flow projections are finalised.**
2. **Adopt the 2016-17 PHCC Budget as presented, with an additional line item PPE/Uniforms to the value of \$1,500, being from a reduction of the original On-Costs Other line item.**
3. **Endorse the Treasurer's Report.**
4. **Endorse the June financial reports.**

CARRIED

9/0

This item was endorsed via email post-meeting.

10. Science Update : Steve Fisher, Science Advisor (presentation available on PHCC website)

Steve Fisher gave his report and presentation

#### **Building Research Networks**

##### **1. Measuring impacts of the Waroona and Yarloop bushfires on water quality in the Harvey Basin**

- Helped in the preparation and submission of a funding proposal Designing water quality monitoring protocols in catchments after severe wildfires: the 2016 Harvey River Basin case study to the Edith Cowan University (ECU) Industry Collaboration Scheme. The proposal was successful with cash contributions from the Harvey River Restoration Taskforce (HRRT, \$5,000); Department of Water (DoW, \$2,500); PHCC (\$2500) and ECU (\$20,000).
- The project will run for 12 months (until July 2017) with the aim of using the findings to prepare a proposal for further funding via an ARC-Linkage proposal. The research team consists of
  - Jane Townsend (HRRT)
  - Dr Helen Nice, Dr Frances D'Souza & Dr Tim Storer (DoW, Water Science)
  - Prof. Pierre Horwitz and Dr David Blake (ECU)
  - Petter Nyman (University of Melbourne)

- A stakeholder reference group consisting of the following agencies has been formed and has met once (11 Aug 2016):
  - Water Corporation (Amanda Mitchell)
  - Harvey Water (Kate Duzevich)
  - Alcoa (Estelle Whitford)
  - Shire of Waroona (Louis Fouche)
  - Shire of Harvey (Sam Pickering)
  - Department of Parks and Wildlife (TBC)
  - Department of Fire and Emergency Services (TBC)
  - Department of Fisheries (TBC)
- Four areas of activity will be investigated as a result of bushfire:
  - i. erosion and loss of riparian vegetation on water quality
  - ii. mobilisation of nutrients, metals and other contaminants
  - iii. impacts of fire retardant foams
  - iv. impacts on aquatic biota (fish, macro invertebrates).
- The first task (led by PHCC) involves a desk top review of existing data and sampling sites to construct a baseline data set and develop a sampling and analysis plan for post-fire analysis.

## 2. Monitoring salinity of surface and groundwater at Lake Clifton

- Accompanied Mike Whitehead on his approx. monthly monitoring event on 1 July 2016 with PHCC volunteers Bryce Henderson and Jesse Rowley. Mike is working in partnership with Assoc. Prof. Ryan Vogwill (UWA) to better understand the hydrology of Lake Clifton and the effect of salinisation on the thrombolites
- Used a spear probe borrowed from CSIRO in an attempt to collect samples of shallow groundwater from multiple depths and locations along the western foreshore on which salinity measurements may be made and saline seeps identified. This investigation was unsuccessful due to the narrow internal diameter of the probe clogging during sample collection. CSIRO have since built another probe with a larger diameter for us to trial.

## 3. Marine Stewardship Council (MSC) certification of the Peel-Harvey estuarine fishery

- Attended the launch of the MSC certification on 24 June 2016 and used this opportunity to network with scientists and managers from the Department of Fisheries; Recfishwest; Murdoch University Fish and Fish Health Research; the MSC and SCS Global (consultants who prepared the assessment report for the fishery). From this, co-organized and facilitated a S.H.A.R.E. event held 28 July 2017 involving the following presenters:
  - Kim Walshe, Manager, Fisheries Certification Program at the Department of Fisheries
  - Meredith Epp Communications Officer – Oceania from Marine Stewardship Council
  - Danielle Johnston, Senior Research Scientist at the Department of Fisheries
  - Damien Bell, President of Mandurah Licensed Fishermen's Association
  - Andrew Rowland, CEO of Recfishwest
  - Organised meetings between MSC (Meredith Epp) and:
    - City of Mandurah
    - Mandurah and Peel Tourism Organisation
    - Peel Chamber of Commerce and Industry
    - Shire of Murray.
- Through these activities and previous review of the MSC assessment report and DoF Stakeholder Engagement Guidelines, identified opportunities for collaborative research and community engagement:
  - Conservation Council WA (Nic Dunlop)
  - Department of Fisheries (Stuart Blight).

#### *4. ARC-Linkage Project: Balancing estuarine and societal health in a changing environment*

- Organised a symposium with the project research team and partner organizations (PHCC; Shire of Murray; City of Mandurah; Department of Premier and Cabinet (Science) and other stakeholders (DoW, DPC strategic assessment) to be held 6 Sep 2016 to discuss progress of the project. The presentations will be followed by a tour of the lower catchment to familiarize interstate and overseas researchers with the Peel-Harvey estuary system and the management issues it presents.
- The symposium will include a discussion/workshop session regarding potential indicators of estuarine and catchment health and developing a framework for report cards.

#### *5. The Nature Conservancy: Partnership Opportunities in the Peel-Harvey Estuary and Swan Canning Estuary*

- The Nature Conservancy in partnership with Recfishwest has re-established beds of the flat oyster in Oyster Harbour (Albany), resulting in improvements in habitat for fish, stabilization of banks and mudflats and possibly water quality e.g. removal of contaminants through filtration, increased oxygenation.
- On 15 July 2016, met with the Nature Conservancy, Department of Water, Department of Parks and Wildlife (previously Swan River Trust) and Department of Premier and Cabinet to discuss possibilities for similarly establishing populations of shellfish or other organisms in the Peel-Harvey Estuary and the Swan-Canning Estuary.

#### *5. Other*

- Met with representatives from South Metropolitan TAFE on 29 June to discuss opportunities to align TAFE courses with PHCC projects. The Peel Main Drain
- Reviewed the research report *Legal Duties for Restoration of Waterways and Wetlands* by Jeanette Jensen and Alex Gardiner (University of WA).

#### *Advice (Integrating Science into PHCC Projects)*

##### *1. Service delivery projects of the Regional Estuaries Initiative (REI):*

- Peel Main Drain – offline water treatment
- Assisted in designing the flight path for the drone flyover of the site (18 June and 26 June 2017)
- Assisted in recruitment of a Water Quality Improvement Program Manager for PHCC
- Organized the meeting of the REI Drainage Projects Working Group (15 Aug 2016)
- Fertilising the farm (soil testing and nutrient mapping)
- Facilitated PHCCs involvement in the various steering groups and working groups in the Sustainable Agriculture Program / Strategy of the REI.
- Organised a meeting with Department of Agriculture and Food WA (DAFWA) to set out roles and responsibilities in soil testing program (10 August 2016).

##### *2. National Landcare Project*

- Assisted with reporting for the NLP for the period 1 Jan to 30 June 2016.

##### *3. North Dandalup Research Facility*

- The Peel Development Commission (PDC) and the Shire of Waroona called for expressions of interest (Eoi) in a research facility based in North Dandalup, funded in part by the C.Y. O'Connor Foundation. The research activities have not been defined but are likely to be aligned to agricultural research and the science innovation hub proposed in the Transform Peel projects (PDC).
- Although the North Dandalup Research Facility is not necessarily aligned to waterways research and science, on 12 August 2016 submitted the vision for the Peel Waterways Institute (Stage 1) in response to the call for the Eoi.



#### *4. Project alignment meeting / strategic planning*

*Attended meeting 16 Aug 2016 to discuss overlap and gaps between the following projects and initiatives:*

- *REI*
- *Transform Peel (PDC, DAFWA, DoW)*
- *East Keralup*
- *Strategic Assessment of the Perth and Peel Region / Green Growth Plan*
- *Others.*

#### *Science Communications*

*1. Facilitated the S.H.A.R.E. event "The blue tick of sustainability for our blue swimmer crabs and mullet: MSC Certification" (Approx 40 members of the community, scientists and others) on 28 July 2016 and also presented Protecting the ecosystem health of the Peel-Harvey Estuary at this event.*

#### *2. Face Book / social media posts*

- *Seven Face Book posts:*

*i. Monitoring water quality after the Waroona and Yarloop bushfires*

*ii. Peel Main Drain drone flyover*

*iii. Response to query regarding environmental flows in Harvey River (Steve Anderson)*

*iv. Launch of the MSC certification of the Peel-Harvey Estuary fishery*

*v. Water Sensitive Cities CRC: Scenario Planning Workshop*

*vi. Follow up post to question regarding workshop (Allana Wonders Why?)*

*vii. Water quality monitoring at Lake Clifton.*

A copy of Steve's presentation will be available to members with the minutes.

#### *11. Members' Reports*

*11.1 Bob Pond reported that he had been working on the following:*

- *Peel Water Initiative*
- *Looking at water supply and quality implications of the Peel Food Zone being proposed by PDC*
- *Regional Estuaries Initiative.*

*11.2 John Allert said he was delighted to see PHCC members in the Upper Catchment. Mel Durack and Kate Barr are doing good work. It would be a positive step forward to get mussels back in Tunbridge Gully. It is good to see South32 working with PHCC. He has some concerns about the mining industry in Boddington – erosion, dust and blasting.*

*John said it would be good to have an environmental spokesperson from PHCC at one of the Hotham-Williams Economic Development Alliance meetings. He could speak to them about a PHCC representative attending as either a speaker or observer.*

*Andy asked how John could pass on information from PHCC to the Upper Catchment and how Caroline could connect with, for example, Waroona. John said he is a representative on the PRLF and Peel Zone.*

John asked if there had been contact made with the Greens candidates in the catchment. Marilyn said we are in the process of confirming who the candidates would be for the next election and there would be an organised campaign of talking to candidates.

- 11.3 Caroline said it is really beneficial to hold meetings at various venues within the Catchment and the science information is fantastic. She believes sending science messages out to the community is the key to getting people involved.

The City of Mandurah has partnered with Murdoch University in bandicoot research.

- 11.4 Jane advised that the State has announced that the NRM regions will take on the Land for Wildlife program. See announcement here: <https://www.dpaw.wa.gov.au/news/item/2610-new-partnership-for-land-for-wildlife-conservation-program>. Jane said we have not yet formally agreed to take it on as it raised governance questions for her. It doesn't really fit under NLP and she's not sure how we would fund it. We have a responsibility to NRMWA to advise we are not making any commitments at the moment and she is looking for what support there would be. She will come back to members.

- 11.5 Andy added that Board Members would discuss election asks and funding at their meeting this afternoon.

*The meeting closed at 12.45pm*

Chairman ..... *A. Gulliver*

Date ..... *20/10/2016*

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.	Jane / Andy	
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	

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.	Jane	
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. 2. Members' performance management to be discussed at a future meeting.	Jane	
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.	Item 9 Treasurer's Report [18 August 2016] The Community Engagement Steering Committee to discuss purchasing PHCC t-shirts and hats that could be sold and also used by members and staff.	Jane	