

MINUTES OF PHCC GENERAL MEETING

Held on Thursday 18 April 2019
at PHCC Shed
58 Sutton Street, Mandurah



The Chairman opened the meeting at 9.05am

1. Attendance

Present:

Cr Caroline Knight	Chairman
Jan Star AM	Deputy Chairman
Marilyn Gray	Treasurer [from 9.45am]
Paddi Creevey OAM	Secretary [until 11.50am]
Bob Pond	Executive Committee (DWER))
Darralyn Ebsary	Community Member
Sue Fyfe	Community Member
Andy Gulliver	Community Member
Howard Mitchell	Community Member
Michael Schultz	Community Member
Suzanne Brown	Water Corporation – Observer [until 12.05pm]

In Attendance:

Jane O'Malley	Chief Executive Officer
Andrew Del Marco	Program Manager Land [until 10.45am]
Steve Fisher	Program Manager Science & Waterways
Mike Griffiths	Wetlands Restoration Officer
Patricia Sutton	Manager Corporate Services (Minutes)
Jo Garvey	Healthy Rivers Coordinator [from 11.00am to 11.30am]
Vicki Stokes	Program Manager, Birdlife WA [from 11.00am to 11.15am]

Apologies:

Amanda Willmott	Community Member
Mark Cugley	DBCA
Rob Summers	DPIRD
Andrew Ward	PDC
Cr Eliza Dowling	Local Govt Member (Inland)
Cr Stephen Lee	Local Govt Member Proxy (Coastal)
Scott Haine	DPLH (Peel) - Observer

2. Declarations of Interest

Nil

3. Confirmation of Minutes of Meeting held on 21 February 2019

Moved: Andy Gulliver

Seconded: Bob Pond

That the Minutes of the meeting held on 21 February 2019 be confirmed as a true and correct record of the meeting.

CARRIED

4. Business Arising from Previous Minutes

Summary of Actions and Resolutions from previous meetings:

No.	DETAILS	RESP.	COMPLETE
1.	Item 6.10 General Business [13 December 2018] <i>MOTION: That the PHCC write to the Minister for Water; Fisheries; Forestry; Innovation and ICT; Science requesting that the Water Conservation Act be reinforced in relation to landing seaplanes on the estuary; with a copy to the Premier and the local member.</i>	Jane O'Malley	IN PROGRESS
3.	Item 10 Treasurer's Report [13 December 2018] <i>MOTION:</i> 1. <i>That the Board accepts the Financial Statements to October 31 2018, noting that November statements are not able to be finalised due to the December meeting being brought forward by one week.</i> 2. <i>Credit Card Review</i> <i>That the following recommendations be endorsed:</i> 2.1 <i>Increase the ANZ Credit Card facility limit on Account No 4564-8070-0047-3072 from \$10,000 to \$15,000.</i> 2.2 <i>Update Chair details on the ANZ Credit Card by adding Caroline Knight and removing Andrew Gulliver.</i> 2.3 <i>Cancel credit cards held with Kim Wilson and Thelma Crook.</i> 2.4 <i>Increase Melanie Durack's monthly credit card limit from \$1000 to \$2,000.</i> 2.5 <i>Increase Jane Townsend's monthly credit card limit from \$500 to \$1,000.</i> 2.6 <i>Add the following staff as cardholders with the approved monthly spending cap:</i> <ul style="list-style-type: none">• <i>Administration Officer [TBC] \$1,000 when advised by CEO</i>• <i>Andrew Del Marco - \$1,000</i>• <i>Jesse Rowley - \$1,000</i>• <i>Rick James - \$1,000</i>• <i>Sharon Meredith - \$1,000</i>• <i>Steve Fisher - \$2,000</i>• <i>Vacant, HW Officer - \$1,000 when advised by CEO</i>	Jane O'Malley / Karen Henderson	COMPLETE ALL COMPLETE
	3. <i>Bank Signatories</i>		

<p><i>That the following recommendations be endorsed:</i></p> <p>3.1 <i>Chair of PHCC, Caroline Knight is to be added to the Bank Signatory for all Bank Accounts.</i></p> <p>3.2 <i>The 4 existing signatories to remain, being Jan Star, Deputy Chair; Marilyn Gray, Treasurer; Michael Schultz, Community Member and Andrew Gulliver, Community Member.</i></p> <p>Update: ANZ completed. Westpac to be updated when Term Deposit becomes due 1 June – the only time we liaise with them.</p>		PENDING
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5. Correspondence

Correspondence was posted weekly on the Members' page of the website, with prompt emails to members to advise new correspondence had been uploaded. The correspondence was tabled at the meeting.

Moved: Paddi Creevey Seconded: Jan Star

That Correspondence In and Correspondence Out be accepted.

CARRIED

6. Agency and Member Updates

6.1 Rob Summers – DPIRD (Apology)

Rob was an apology.

6.2 Mark Cugley – DBCA (Apology)

Mark Cugley was an apology and the Chairman, Caroline Knight, read Mark's report on his behalf:

- Creery Wetland Nature Reserve – repairs and maintenance are continuing to be undertaken on the predator exclusion fence that encompasses the Creery Wetland Nature Reserve to prevent foxes from gaining easy access to the nature reserve and to reduce their impact on the breeding colonies of birds. Further details were provided at the previous meeting.
- East Keralup - in partnership with the Department of Communities the 11 kilometres of fencing to demarcate what will be the boundary between areas for future land use developments and the proposed nature reserve alongside the Serpentine River was completed in March 2019. This will removing grazing pressure along this significant reach of the Serpentine River and the ecological values of the surrounding floodplain. The DBCA is currently providing Department of Communities with information regarding feral pig control on and around Keralup, further to the advice that the PHCC has already provided on this issue. This has taken longer than expected.
- Lake McLarty – preliminary concepts for a constructed wetland on the block that the DBCA purchased last year have been prepared and discussed with PHCC staff. These will be refined in the coming months and more broadly discussed with key stakeholders. Some initial site preparation works are being supported and funded by the PHCC is appreciated ahead of the wetland being constructed in late 2019 and early 2020.
- Banksia TEC Woodlands Projects – PHCC-DBCA agreements have been signed for two projects on DBCA land under the TEC Woodlands Projects. These are at (i) McLarty Woodland Nature Reserve and (ii) 9 Mile Nature Reserve. Partnering with PHCC on these projects is also appreciated.

6.3 Bob Pond – DWER

- The new head office in Joondalup is a good workspace and is easy to access from the train station. It is about a 10 minute walk or you can catch a CAT bus.
- Bob is acting Regional Manager until 1 May 2019.
- The Peel Integrated Water Initiative is in the process of wrapping up and most reports are being compiled. Andy Ellett will be making a presentation to the Transform Peel board soon. There are some water availability options in the system and Andy would be happy to come to explain at the next meeting.
- Dredging – nothing active at the moment. Commencing discussions with the City of Mandurah regarding smaller campaigns at Dawesville and Novara.
- Bronte Grant, as part of the REI, has been doing quite a bit with Noongar elders (yarn session) trying to lock down values and concerns for feeding into the Estuary Protection Plan. She has made a commitment to assist Noongar people to do some planning of their own such as ranger programs, etc. She wants to organise a meeting with Jane and Steve to discuss.

6.4 Andrew Ward – Peel Development Commission (Apology)

Paddi Creevey (Chairman, PDC) provided a report on Andrew's behalf:

- Minister Ben Wyatt attended a sod turning ceremony at the Peel Business Park and announced the awarding of two civil works contracts to locally based Wormall Civil
- It is very exciting to see PDC, Shire of Murray, Murdoch University and others working together for the construction of the Nambeelup Agricultural Innovation Centre
- The Premier announced that the Bushfire Centre of Excellence would be based at the Peel Business Park in Nambeelup
- The Peel Business Park is gaining good momentum with a number of businesses have reached conditional contract stage
- Tourism – tremendous work has been done in Dwellingup with the pump park and skate track as part of the Dwellingup National Trails Centre project. The pump park is the biggest and best in Australia. The development of Dwellingup as a trails centre is a great example of the success that comes from working collaboratively
- East Keralup – Requests for expressions of interest have concluded
- The Sustainable Health Review final report was recently released
- The Dwellingup Futures Group is working to bring all stakeholders together to work towards future sustainable development opportunities in and around the Dwellingup area
- MAPTO has a new board and is looking at environmental based tourism
- PDC is still looking at supporting a regional growers group with the Southern Dirt Association
- Work is continuing through the PRLF on aspects of the equine strategy. Continuing to work with the PRLF is very important for the member organisations and with the new Executive Officer, the PRLF is now able to take a more proactive approach.

Jan noted the many examples of widespread collaboration in the region.

6.5 Suzanne Brown – Water Corporation (Observer)

- Suzanne reported that the Water Corporation is winding up a lot of projects towards the end of the financial year
- She is very pleased to be working with Jane on the Water Towers project
- Invitations are going out for the next financial year for the Drainage for Liveability Program
- A new CEO, Pat Donovan, commenced in January and all indications are he is supportive of drainage.

Jane added that we are hoping to have a re-signing of our Three Way Drainage Agreement and said it would be good to meet the new CEO and get that ownership into the agreement. She thanked Suzanne for funding of \$26,000 for one of the design changes we requested through the Peel Main Drain project.

Caroline noted that PHCC has some funding to paint the water towers. Jane explained that two towers were earmarked for painting. Water Corporation is preparing a licence agreement for each tower and Jane has prepared a draft contract for FORM. The City of Mandurah has endorsed funding and PHCC has endorsed a contribution which leaves just \$11,600 short.

6.6 Sue Fyfe, Community Member

Sue reported that a lot is currently happening in Dwellingup. She had met with Andrew Griggs from Alcoa and she was impressed with the quality of the work he and others have been doing. The details of Alcoa's rehabilitation program were quite good, particularly in relation to fire. Of the 3750 people who work at Alcoa, 2000 are in the Peel Region. She wants to be sure of the best possible outcome for the forest.

6.7 Darralyn Ebsary, Community Member

- Darralyn and Mike Schultz attended the Hotham-Williams Steering Committee meeting. The projects are going ahead well and there is good positive feedback in the community about PHCC
- It is currently very dry in the inland and some people are carting water
- Hotham-Williams economic development have some funds to do some trail work
- Local farmers are trapping a lot of feral pigs. It is a good time for trapping, there being no water for the pigs.

6.8 Mike Schultz, Community Member

Mike reported that he attended the March Steering Committee meetings and congratulated the Program Managers for the setup and structure of the meetings. He had also attended a community grants meeting and discussion there was quite fruitful.

6.9 Howard Mitchell, Community Member

Mitch said he went to some interesting eco-tourism experiences while he was in the Amazon and many of them would work well in the Peel region.

6.10 Andy Gulliver, Community Member

Andy said NRM grants for local farmers were progressing well through the Farm Alliance and SJ Landcare. There were many more applications than expected.

6.11 Paddi Creevey, Secretary

Paddi reported that she had just been appointed to the WAPC and the Statutory Planning Committee. It is impressive, with the range of policy work being developed at WAPC, particularly around the importance of the urban forest and placing a much greater emphasis on environmental values. The WAPC Chair suggests that early engagement with the Commission on significant projects is preferable.

7. Endorsement of Policies

There were no policies presented for endorsement.

The meeting broke for morning tea at 10.45am and resumed at 11.00am

8. Presentation: Vicki Stokes, Program Manager Birdlife Australia, WA

Vicki provided a presentation “*Shorebirds in the Peel-Yalgorup Ramsar System*” which is available on the PHCC website. She thanked PHCC for continued support of the Shorebirds 2020 program and other bird projects.

Some points she covered were:

- The importance of shore birds to wetland ecosystems
- The species of shorebirds that visit the Peel-Yalgorup Ramsar site
- The Shorebirds 2020 count and its outcomes
- Significant sites for birds
- Shorebird disturbance citizen science project
- BirdLife plan for the Peel-Yalgorup system

Jan asked about the low numbers of Curlew Sandpipers. Vicki said this year they’ve been using Lake McLarty and they tend to be scattered. They will use Nairns, but will move when disturbed. The biggest numbers are at Lake McLarty.

Andy noted that birds need tidal flats for feeding and our feeding grounds were more at risk than areas that have two tides per day. He asked if shorebirds can adapt to other areas. Vicki said they would use other types of wetlands, but not in large numbers. They love salt lakes.

Steve pointed out that Lake McLarty is not tidal and this may be the reason why it’s so important. The tidal range has increased since the Dawesville Cut was put in place in 1994.

9. Staff Presentation: Jo Garvey (PHCC Healthy Rivers Coordinator) – Rivercare Update

Jo spoke about the PHCC River Care Projects including:

- Connecting corridors and communities – restoring the Serpentine River
- Recent events, field days and training
- Community environment grants - \$144,000 total cost of projects (\$75,300 PHCC contribution and \$68,600 landholder in-kind contributions). Including feral animal control, weed control, fencing, bank stabilisation and revegetation
- Ongoing projects:
 - North Dandalup Primary School dung beetle breeding program
 - Water hyacinth project with Landcare SJ
- River Action Plan – in partnership with Urbaqua
- River Health Assessments (SWIRC)
- Peel-Harvey Estuary Grants (2017 Election Commitment)
- Stock enhancement of bream in the Murray River - \$150,000 (John Tonkin College students, with guidance from Murdoch University).

Jo’s presentation is available on the PHCC website.

10. Strategic Directions 2019 – 2021: Jane O’Malley

Jane presented the PHCC Strategic Directions Draft Key Achievements for 2019-21, based on feedback from the PHCC Strategic Directions meeting held on 21 February, staff workshop in March and Exec Group comments in April.

Members reviewed and discussed the draft key achievements planned against each goal and made some minor recommendations for modifications, retaining some and deleting others. Members delegated to the CEO to prepare the final wording, based on recommendations of the meeting.

Moved: Mike Schultz

Seconded: Sue Fyfe

That the CEO finalise the PHCC Strategic Directions Draft Key Achievements for 2019-21, in accordance with the modifications endorsed by the Board.

CARRIED

11. Treasurer’s Report

11.1 Treasurer’s Report and Financial Reports

Marilyn Gray presented the Treasurer’s Report:

The Finance & Audit Committee met on 1 April for its first meeting for 2019. A copy of the Unconfirmed Notes has been included in my Report. Karen gave a demonstration of the new NLP II Project Management “Whole of Life “ (WoPL) spreadsheet that she (finance) and Thelma (project delivery) are developing based on feedback from Project Staff and, once completed, it will become the Project Management tool. The NLP II Tax Invoice template was revised by the Australian Govt after Q2 invoicing, and Karen has converted it from a word to excel document which has been embedded into the WoPL. The benefits of the tool is that once the Project Officer enters data into the Deliverables section of the spreadsheet, the data will flow through to the Project Summary which is linked to the Quarterly Invoice, removing double handling of information.

The NLP II staff have been working extremely hard ensuring that deliverables were achieved by 31 March so that they could be invoiced by 5th April. As a result, PHCC was able to Invoice for \$766,155 + GST across the 4 projects by 3rd April, approved by 4th April with no change; and received \$711,742 + GST by 11th April. Greening Farms project remains outstanding. Well done Team! With Q4 to go, we are feeling a lot more comfortable with Cash Flow as we deliver on the agreed outcomes and employment costs.

NLP II Income Tracking F18-19	\$
<i>Budget Income for F18/19</i>	<i>\$2,435,811</i>
<i>Total Income Invoiced as at 31 March</i>	<i>\$1,650,559</i>
Balance to Invoice at 30 June 2019	\$785,292

Credit Card Facility: Thank you to our ANZ Business Manager, Jess Cummins, for assisting staff, Karen and myself to enable the endorsed actions to be completed. The Facility limit is now \$15,000, six new cardholders added, two cardholders removed and two cardholders having monthly spend limits increased.

Quarterly Salary Payment: Reimbursement of Salaries for the period 01/01/2019 – 31/03/2019 has been paid to the City of Mandurah for the amount of \$349,031.22. PAYG and Superannuation liability payments have been paid by CoM on PHCC’s behalf. Staff entitlement balances have been added to the Balance Sheet to record \$value as at 31 March 2019.

During February, the City of Mandurah commenced Single Touch Payroll as a requirement with the ATO and PHCC’s payroll followed suit. To allow CoM to lodge fortnightly payroll reports to PHCC’s Integrated Client

Account, a Device Digital Certificate (AusKey) was approved to be installed on the CoM Server. End of Year payment summaries will become redundant in due course.

BAS: Quarterly BAS reporting for period 01/01/2019 – 31/03/2019 has been lodged with the ATO and payment of \$38,253 is due 28 April 2019.

Term Deposits: The Westpac Term Deposit matures on 12 June 2019. The F&A Committee recommends that the Investment plus interest to be rolled over with the length of term to be determined by best rates available during the period of negotiation with Westpac.

With a little more certainty of Project fund balances held in the Cash Management Account, the F&A Committee recommends that \$1m of project funds be placed in an ANZ Term Deposit with length of term to be determined by best rates available. A review of other banking options will be carried out to maximise our return on investment.

New Project Funding:

1. Water Towers Project: \$40,000 invoiced to CoM on signing of agreement.
2. Smartfarms Partnership Funding: \$22,500 invoiced and received from DWER.
3. State NRM CSGL18127 Building a new Land4Wildlife community to support regional conservation: \$19,112 invoiced to State NRM.

Project Financial Reporting: March Quarterly financial reporting for the following projects have been submitted.

1. 5000 – REI: Mayfields, Peel Main Drain and Fertilising the Farm.
2. 9500 – Peel Estuaries – 1FTE
3. 9700 – Peel Estuaries – FishRec

Equity as at 31 March 2019:

Balance Sheet as at 31st March 2019	\$
Assets	5,107,607
Liabilities	4,096,398
Equity	1,011,209
Current Earnings	-78,300

The next meeting of the Finance & Audit Steering Committee is scheduled for Monday 22 July 2019.

The F&A Committee recommendations for Board endorsement:

1. That the Westpac Term Deposit maturing on 12 June 2019, plus interest, be rolled over with the length of term to be determined by the Treasurer in regards to the best rates available during the period of negotiation with Westpac.
2. That \$1m of Project Funds be placed in an ANZ Term Deposit with length of term to be determined by the Treasurer in regards to the best rates available during the period of negotiation.
3. That PHCC Delegated Authority be amended to reflect that the City of Mandurah has been provided with a Device Digital Certificate (AusKey) to install on their server to enable them to lodge fortnightly payroll data to the ATO on PHCC's behalf as part of the new Single Touch Payroll system requirement.
4. That the new MYOB file changeover date to be delayed until 1 July 2019.

Marilyn Gray

Treasurer

Moved: Bob Pond

Seconded: Howard Mitchell

1. ***That the Westpac Term Deposit maturing on 12 June 2019, plus interest, be rolled over with the length of term to be determined by the Treasurer in regards to the best rates available during the period of negotiation with Westpac.***
2. ***That \$1m of Project Funds be placed in an ANZ Term Deposit with length of term to be determined by the Treasurer in regards to the best rates available during the period of negotiation.***
3. ***That PHCC Delegated Authority be amended to reflect that the City of Mandurah has been provided with a Device Digital Certificate (AusKey) to install on their server to enable them to lodge fortnightly payroll data to the ATO on PHCC's behalf as part of the new Single Touch Payroll system requirement.***
4. ***That the new MYOB file changeover date to be delayed until 1 July 2019.***

CARRIED

Moved: Marilyn Gray

Seconded: Jan Star

That the March 2019 Financial Reports and the Treasurer's Report be endorsed as presented.

CARRIED

11.2 Finance and Audit Committee Minutes – Endorsement

Moved: Bob Pond

Seconded: Howard Mitchell

That the Finance and Audit Committee Notes of Meeting held on 1 April 2019 be endorsed as presented.

CARRIED

11.3 Peel CCI Business After Hours Update

Bob reported that the event introduced us to a new group of people who were previously unaware of the work we do and our economic impact on the region.

Marilyn showed members the information about PHCC's economic value to the region, which was part of her presentation to the Peel CCI members. She spoke about:

- 64 projects over 10 years = \$22,265,124 = \$77,927,934
- 17 projects over next 5 years = \$17,300,000 = \$60,550,000
- 17.7 FTE – of the 23 staff, 18 live in the Peel region (\$1.4 million salary locally)

She was very pleased with the interest shown by the Peel CCI members at the event and very good feedback was received on the night.

13. Chief Executive Officer's Report

Staff – Movements, Professional Development and more

- **Scott Young** commenced in March on a casual contract to support the REI projects (approximately 2 days/fortnight until May and then hopefully 2 days/week pending other work commitments)
- **Megan LeRoy** finished on 1 March to circumnavigate Australia with her family.
- **Jordon Garbellini** – got married 😊

Projects

Please refer to the Program Manager reports that provide a summary of project status, highlights etc. The team is doing a fabulous job, you can see the scope and extent of work being achieved. Our thanks to the project team, but also the support team enabling the project delivery.

1. National Landcare Program – Core Services

- **Review of NRM Strategy against NLP2 Outcomes** – We plan to commence this process in April (due 19 July, with a further 6 months to update our Strategy)
- Communications, Media and general are all in hand. **E-Newsletter** has commenced and is fabulous (Thanks to Julie for pulling it together; Allison for getting contact list up to date; team for articles)

Noongar Participation – Thelma Crook

- Review of our **Noongar Participation Plan** (due 19 July), progressing well.
- **Ranger program** - Supported local Noongar communities in drafting a Rangers Program funding application to establish 3 year programs to engage Noongar community members in “on country” employment opportunities (submitted and awaiting response) & Coordinated meeting of key stakeholders to support the Rangers application including state and local government agencies.
- **Procurement** - With support from Peel-Development Commission, we have establish a register of Noongar businesses. As new Noongar businesses are identified and/or established, their names will be added to the list. This register is on file but confidential at this point in time.
 - o Noongar businesses have been asked to quote on the delivery of activities through a competitive process.
 - o The names of Noongar businesses on the register have been shared with other organisations and individuals.
 - o An addition to the PHCC Noongar Participation Plan relating to Noongar Procurement is in draft awaiting approval.
- **Raising knowledge and awareness** At the PHCC Strategic meeting, the Department of Premier and Cabinet presented on the new South West Title Settlement to raise awareness of the Settlement and of the responsibilities under the Agreement. Thelma and Jane had a follow up meeting with DPC on 16 April 2019 to better understand the Settlement and the role NRM organisations can play to support long term sustainable NRM employment opportunities for local Noongar communities.
- The PHCC will work with the DPLH over the next twelve to eighteen months to develop a **joint agreement**, as presented at the February Strategic meeting.
- **Due Diligence** - The PHCC has been working with staff and supporting the community to ensure due diligence and correct protocol under the Aboriginal Heritage Act 1972 are followed when undertaking on ground works.

2. Regional Estuaries Initiative

Peel Main Drain

- Treatment swales are complete and fencing has been erected.
- Weir continues to be challenging but working through with a South Australian company engaged to provide design, manufacture and implementation. Draft design anticipated 26th April.
- Water Corporation has committed \$25,964 towards adjustments to the designs of culverts to comply with W/Corp modifications to the design.
- Site management plan preparation has commenced (Scott Young with help from Neil)
- Good synergy projects via Alcoa Foundation funding & Greening Farms (refer Program Manager reports)

Mayfield

- 2 weirs constructed; 2 under way (should be complete by end April); 1 historical weir to be rebuilt
- 1 new site identified and progressing initial feasibility
- Looking for additional sites (up to 2 more depending on costs)

Strategic Issues (refer also to Chair's report)

1. Federal Election Campaign

We are continuing to advocate for election commitments for the Peel-Harvey, as described below.

- \$20 million for healthy waterways infrastructure
- \$4.6 million to establish a 10 year Aboriginal (Noongar) Rangers Program
- \$500,000 for a pilot scale trial to reduce the salinity of Lake Clifton (for Thrombolites)
- \$1,850,000 for Stage 1 of the Peel Waterways Institute

Caroline, Thelma and Rob Keough (NRM WA Chair of Chairs) met with Tony Burke and Melissa Teede again on 16 April. This was a positive meeting and we raised a number of issues (our asks above, the detailed project asks listed in the Chairs report being Stormwater retrofit funding and Stage 1 of the Peel Waterways Institute), as well as NRM WA asks being :

- \$450 million for the S.W. Biodiversity Hotspot (tourism, jobs & agricultural productivity); and
- \$680 million for drought resilience (productivity & profitability)

Senator Louise Pratt's office is continuing to advocate and work with and for us which is much appreciated.

Andrew Hastie has advised that he has a copy of our Election Asks (the PRLF document) and we are hoping that we will receive some confirmation of election commitments.

2. SAPPB and PHEMC Update – Suspension of SAPPB:

No updates here

3. Point Grey (Refer Chairs report):

Other highlights and project updates

1. **State NRM Grants** are open and we will be holding **workshops to support our community** to apply for funding – Boddington 30 April & Mandurah 1 May. The PHCC will not be applying for funding at this stage as we need to focus on delivering what we are already committed to deliver.
2. We sponsored 2 Indigenous Rangers from the NT to attend the WABSI **Stakeholder Workshop on conserving biodiversity in WA by improving feral cat management outcomes** on 12 & 13 March. Mel Durack and Jane attended (Jane both days and Mel on 2nd day). WABSI will use the outcomes of the workshop to develop feral cat research priorities for WA.
3. We are continuing to work with Department of Communities and DBCA re **Feral Pig management at Keralup**.
4. The Mandurah **Water Towers** project is proving challenging with the City of Mandurah considering reducing funding commitment, based on we can only do 2 towers, not 5.
5. **NRM WA CEO's** meeting was held on 28 March – Jane was unable to attend but there has been much action and collaboration so this is positive.
6. Steve, Neil and Jane met with Landcorp representatives about the **Nambeelup Business Park**, particularly the drainage components.
7. We are progressing an **MOU with the Shire of Murray** to confirm a minimum annual contribution towards PHCC delivered projects within the Shire, commencing with maintenance of the Massacre Site.

8. We are working with DWER and Water Corporation re “**Design Guidelines for Drainage Intervention**” and a “**Drainage Management Plan**”. The guidelines and plan are milestone requirements of DWER under the REI Contract. The first meeting will be with Jane, Anya Lam (DWER) and Jason MacKay (Water Corporation), to review previous workshop outcomes, gaps and way forward.
9. We are aspiring to have the new CEO of Water Corporation resign the **drainage agreement** (with DWER, PHCC and Water Corporation).

10. PHCC Events – not covered in Project Manager Reports (see events webpage)

11. Operational Issues

Occupational Health and Safety - There are no incidences to report.

*We are having to take out a **restraining order** on a community member who has been causing a nuisance to staff for >3 years. He has ignored written requests to not enter the premises and following a recent visit whereby he provided further reason for concern about the safety of the staff and a denial of all previous requests/arrangements, Jane has commenced proceedings for the order. Court date is set for 29 April.*

Please keep following our Facebook and Twitter accounts for project information, events and more. A huge thank you to the team who are doing a great job.

*Jane O’Malley
Chief Executive Officer*

Moved: Bob Pond

Seconded: Marilyn Gray

That the CEO Report be accepted.

CARRIED

Point Grey: Paddi and Jane will give a deputation to the Shire of Murray on Wednesday 24 April and Steve Fisher will also attend. Jane advised that the Point Grey developers had not yet met their State Government conditions and the preference is that they do a deemed refusal and bring back in 12 months time when all conditions have been met.

Action: Jane to speak to Minister Safiotti about Point Grey State Government conditions.

Paddi Creevey left the meeting at 11.50am

Suzanne Brown left the meeting at 12.05pm

14. Chairman’s Report

Well I’m not sure where the last two months have gone, activity at PHCC has been frantic to say the least with fantastic outcomes. As always the team at PHCC have given 110% as they strive to our shared vision for the Catchment.

Meetings and Events

*Since our last board gathering which was our fabulous **Strategic Planning day** in February I’ve attended a number of meetings. Before we move onto the meetings I just wanted to thank everyone for their time on the day and also give a big shout out to all the staff for bring together such a range of speakers. The generosity of time given by Director Generals and other significant speakers is invaluable as we move forward collaboratively with all stakeholders across our patch. We hit the Mandurah Mail social pages with some great photos of the day, if you want to check the media folder.*

On the 18th of March Jane O'Malley, Steve Fisher, Andrew Del Marco, George Walley and I met with Andrew Hall and Fred Chaney. Andrew Hall is the State Manager for Tian An Australia the development company that own **Point Grey**.

The discussion was around our concern that Federal and State conditions for the Point Grey commencement proposal had yet to be met. These issues are significant given that the Shire of Murray is currently considering a Development Application proposal from the proponent.

Over the years there has been considerable community interest/concern with this development and its potential impact on the Peel Harvey. We are meeting with the Shire of Murray on 17 April and Paddi, Jane and Steve will be making a deputation to the Council on 24 April.

The 21st of March was our **SHARE in the Shed** event '**Managing Our Forests- For What?**'

To a packed audience a number of guest speakers presented on topics including logging in the South West, Biosecurity Threats, Economic Irrationality of WA Native Forestry and how much forest do we have left to manage and what is its health. It was a truly thought provoking session on the International Day of the Forest and it certainly left me questioning as to whether we as a society are anywhere near doing right thing for our unique forests in this Biodiversity hot spot. Unfortunately, the following week the State renewed the Regional Forest Agreement. Next SHARE will be on our Banksia Woodlands.

On the 26th of March Jane O'Malley, Paddi Creevey and myself met with the Hon Dr Sally Talbot MLC and Senator Louise Pratt to discuss our **election wish list** which included:

- Urban Rivers [Stormwater retrofits & Infrastructure] - \$20 mil
- Indigenous Ranger Program [\$4.6 mil]
- Australian Centre for Water Science, which comprises of two components, Waterways Data Array and the Waterways Research Network. [\$3 mil]
- Protecting the Thrombolites [\$500,000]

On the 27th PHCC supported the **Perth Symphony Orchestra's** event the **Performance of the Planet** – a musical journey that celebrates the beauty of Western Australian landscape as well as achievements in protecting the environment. The highlight of the evening was approximately 10 minutes of drone footage from PHCC's 'Wetlands and Above' feature film. It was a fabulous evening and really showcased the amazing Peel-Yalgorup System. Special thanks to Sharon Meredith.

On the 28th of March PHCC hosted the Peel Chamber of Commerce & Industry (**CCI**) **Business After Hours** event. Marilyn Gray did an amazing job with her overview of the business of the PHCC and our considerable economic input into the region. It was an event that showcased PHCC to many people who previously were unaware of us and there was very good feedback on the night.

On the 4th of March Jane O'Malley and I met with Caitlyn Rintoul and Kaylee Meerton from the Mandurah Mail to explore ways to increase our **media exposure**. The outcome was positive and we have undertaken to catch up on a regular basis.

Monday the 8th of April saw Jane O'Malley and I attend the **NRM WA meeting** and Strategic Workshop day held in Kings Park.

The workshopping was useful in fleshing out issues that constrain the group and while I think another session will be needed I feel progress was made.

On Friday the 12th Jane O'Malley and I attended the **Peel Regional Leaders Forum** workshop to collectively find a new name for the group and I look forward to seeing the outcome of that workshop. It was followed with a presentation on the draft Peel Regional Trails Strategy. It has been developed to guide future strategic investment in trails for recreation, tourism and event development across the Peel Region.

News

The beginning of April saw the first edition of PHCC’s **E-newsletter Wattle and Quoll** and what a fantastic publication it is! Congratulations to Julie MacMile and the team for a truly great job. The newsletter for those of you who haven’t had a chance to read it provides comprehensive great snapshot of some of the things PHCC is doing right now. So keep yourself informed and also share it with others or contact Julie for details on how to share with people in your networks.

To date we have 274 subscribers from Australia, USA, New Zealand, the Netherlands and Romania. We **welcome Mike Griffiths** to the team, Mike is our new Wetland Restoration Officer and also **Scott Young** who is helping with the REI project.

The City of Mandurah has confirmed funding towards the **Water Tower project** so we can anticipate seeing some amazing artwork on a large scale promoting our Ramsar Wetlands in the not too distant future. Thank you to all those involved in getting this project off the ground.

Caroline Knight
Chairman

Moved: Andy Gulliver Seconded: Marilyn Gray

That the Chairman’s Report be accepted.

CARRIED

The meeting closed at 12.10pm

Chairman:

Date:

Summary of actions from previous meetings:

No.	DETAILS	RESP.	COMPLETE
1.	Item 6.10 General Business [13 December 2018] <i>MOTION: That the PHCC write to the Minister for Water; Fisheries; Forestry; Innovation and ICT; Science requesting that the Water Conservation Act be reinforced in relation to landing seaplanes on the estuary; with a copy to the Premier and the local member.</i>	Jane O'Malley	IN PROGRESS
3.	Item 10 Treasurer's Report [13 December 2018] <i>3. Bank Signatories</i> <i>That the following recommendations be endorsed:</i> <i>3.1 Chair of PHCC, Caroline Knight is to be added to the Bank Signatory for all Bank Accounts.</i> <i>3.2 The 4 existing signatories to remain, being Jan Star, Deputy Chair; Marilyn Gray, Treasurer; Michael Schultz, Community Member and Andrew Gulliver, Community Member.</i> <i>Update: ANZ completed. Westpac to be updated when Term Deposit becomes due 1 June – the only time we liaise with them.</i>	Jane O'Malley / Karen Henderson	PENDING

Summary of actions from meeting of 18 April 2019

No.	DETAILS	RESP.	COMPLETE
1.	Item 11.1 Treasurer's Report & Financial Reports [18 April 2019] <i>1. That the Westpac Term Deposit maturing on 12 June 2019, plus interest, be rolled over with the length of term to be determined by the Treasurer in regards to the best rates available during the period of negotiation with Westpac.</i> <i>2. That \$1m of Project Funds be placed in an ANZ Term Deposit with length of term to be determined by the Treasurer in regards to the best rates available during the period of negotiation.</i> <i>3. That PHCC Delegated Authority be amended to reflect that the City of Mandurah has been provided with a Device Digital Certificate (AusKey) to install on their server to enable them to lodge fortnightly payroll data to the ATO on PHCC's behalf as part of the new Single Touch Payroll system requirement.</i> <i>4. That the new MYOB file changeover date to be delayed until 1 July 2019.</i>	Jane O'Malley / Karen Henderson	
2.	Item 12 Chief Executive Officer's Report [18 April 2019] Point Grey discussion and deputation to Shire of Murray <i>Action: Jane to speak to Minister Safiotti about Point Grey State Government conditions.</i>	Jane O'Malley	