

## AGENDA

A General Meeting of the PHCC will be held  
 from 9.00am to 11.35am on Thursday 20 June 2019  
 followed by tour and lunch from 11.45am to 1.00pm  
 at the Jarrah Forest Lodge Conference Room (Forest Discovery Centre)  
 1 Acacia Road, Dwellingup (see map attached to this Agenda)



START	FINISH	DURATION	
8.45	9.00	15 mins	Grab your cuppa
9.00	9.10	10 mins	Acknowledgement of Country 1. Apologies 2. Declarations of Interest 3. Confirmation of Minutes of Meeting held on 19 April 2019 4. Business arising from previous Minutes 5. Correspondence (available on PHCC website & tabled)
9.10	10.00	50 mins	6. Agency and Member Updates 6.1 DPIRD (Agriculture and Food) – Rob Summers 6.2 DBCA (Parks and Wildlife) – Marg Cugley 6.3 DWER (Water and Regulation) – Bob Pond 6.4 PDC (Peel Development Commission) – Andrew Ward 6.5 DPLH (Planning - Peel) - Observer – Scott Haine 6.6 Water Corporation - Observer – Suzanne Browne (apologies) 6.7 Community Members 6.8 Local Government Representatives
10.00	10.05	5 mins	7. Endorsement of Policies 7.1 New Policies for Endorsement (listed on Members' Page of PHCC website)
10.05	10.10	5 mins	7.2 Previously Endorsed Policies Reviewed Policy Numbers:
10.10	10.15	5 mins	8. Endorsement of Noongar Participation Plan
10.15	10.20	5 mins	9. 9.1 Endorsement of Communications Plan (Initial) 9.2 Community Participation Plan
10.20	10.40	20 mins	Morning Tea
10.40	10.55	10 mins + 5 mins Q&A	10. Presentation: TBC
10.55	11.05	5 mins + 5 mins Q&A	11. Staff Presentation: Update NLP Banksia Project – Andrew Del Marco, Program Manager Land Conservation PHCC TBC
11.05	11.15	10 mins	12. Treasurer's Report
11.15	11.25	10 mins	13. Chief Executive Officer's Report, including Program Managers' reports
11.25	11.35	10 mins	14. Chairman's Report
11.45	12.15	30 mins	Tour of the Forest Discovery Centre
12.15	1.00	45 mins	Lunch
Next meeting: Thursday 15 August 2019 - Venue to be advised			

### 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]  <b>3. Bank Signatories</b>  <i>That the following recommendations be endorsed:</i>  <b>3.1 Chair of PHCC, Caroline Knight is to be added to the Bank Signatory for all Bank Accounts.</b>  <i>Update:</i> <b>3.1 Not yet complete. Westpac Term Deposit in progress.</b>	Jane O'Malley / Karen Henderson	IN PROGRESS

### Summary of actions from meeting of 18 April 2019

No.	DETAILS	RESP.	COMPLETE
	Item 11.1 Treasurer's Report & Financial Reports [18 April 2019]  <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> <li>That the new MYOB file changeover date to be <b>delayed until 1 July 2019.</b></li> </ol> <b>Update:</b> <ol style="list-style-type: none"> <li>Marilyn will negotiate once Term Deposit is due on 12 June and should be finalised by 19 June. Caroline will be added as signatory when Term Deposit paperwork is signed. In progress.</li> <li>Completed on 17 June 2019.</li> <li>Delegated Authority Register updated. Complete.</li> <li>Delayed until 1 July 2019.</li> </ol>	Jane O'Malley / Karen Henderson	IN PROGRESS

2.	<p>Item 12 Chief Executive Officer's Report [18 April 2019]</p> <p>Point Grey discussion and deputation to Shire of Murray</p> <p><i>Action: Jane to speak to Minister Safiotti about Point Grey State Government conditions.</i></p>	Jane O'Malley	PENDING
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