

AGENDA

A General Meeting of the PHCC will be held
from 9.00am to 10.45am on Thursday 17 October 2019
at the Shed, PHCC, 58 Sutton Street, Mandurah



PHCC | Working Together
Peel-Harvey Catchment Council

START	FINISH	DURATION	
8.45	9.00	15 mins	Grab your cuppa
9.00	9.10	10 mins	<ol style="list-style-type: none"> 1. Acknowledgement of Country 2. Apologies 3. Declarations of Interest 4. Confirmation of Minutes of Meeting held on 15 August 2019 5. Business arising from previous Minutes 6. Correspondence (available on PHCC website & tabled)
9.10	10.10	60 mins	<ol style="list-style-type: none"> 7. Agency and Member Updates <ol style="list-style-type: none"> 7.1 DPIRD (Agriculture and Food) – Rob Summers 7.2 DBCA (Parks and Wildlife) – Mark Cugley 7.3 DWER (Water and Regulation) – Bob Pond 7.4 PDC (Peel Development Commission) – Andrew Ward 7.5 DPLH (Planning - Peel) - Observer – Scott Haine 7.6 Water Corporation - Observer – Suzanne Browne 7.7 Community Members 7.8 Local Government Representatives
10.10	10.20	10 mins	8. Treasurer’s Report
10.20	10.30	10 mins	9. Chief Executive Officer’s Report, including Program Managers’ reports
10.30	10.40	10 mins	10. Chairman’s Report
Next meeting: Thursday 12 December 2019 NOTE: The December meeting will be followed by the End of Year function			
10.40	11.00	20 mins	Morning Tea

Summary of actions from previous meetings:

No.	DETAILS	RESP.	COMPLETE
1.	<p>Item 11.1 Treasurer's Report & Financial Reports [18 April 2019]</p> <ol style="list-style-type: none"> 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. <p>UPDATE:</p> <ol style="list-style-type: none"> 1. 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. 2. Completed on 17 June 2019. 3. Delegated Authority Register updated. Complete. 4. Delayed until 1 July 2019. <p>UPDATE: Item 4 – Transition to MYOB still in progress.</p>	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>ACTION: Jane to speak to Minister Safiotti about Point Grey State Government conditions.</p> <p>UPDATE: Refer Chairman's report.</p>	Jane O'Malley	COMPLETE
3.	<p>Item 6.1 Rob Summers Report [20 June 2019]</p> <p>ACTION: Jane, Paddi, Rob and Andrew Ward to meet to discuss the benefits of soil amendment and the possibility of discussing further with the appropriate Ministers.</p> <p>UPDATE: Meeting arranged for Tuesday 26 August and Alan Cransberg (Deputy Chair, PDC) will be in attendance.</p> <p>UPDATE: Meeting held. Andrew Ward and / or Jane to report.</p>	Jane O'Malley	COMPLETE
4.	<p>Item 6.4 Andrew Ward, PDC Report [20 June 2019]</p>	Jane O'Malley	PENDING

	<i>ACTION: Andrew Ward be invited to provide an update on East Keralup at an appropriate time.</i>		
5.	<p>Item 14.2 Bank Signatories [20 June 2019]</p> <p><i>MOTION: That the PHCC endorse the addition of the following bank signatories to PHCC bank accounts:</i></p> <p><i>1. Caroline Knight (as a back-up/reserve)</i></p> <p><i>2. Amanda Willmott</i></p> <p><i>3. Sue Fyfe</i></p> <p><i>UPDATE: Sue and Amanda completed 100 points identity check on 6 August. Paperwork to be signed by Caroline, Jan, Marilyn and Andy at board meeting.</i></p> <p><i>ACTION [15 August 2019]: Karen Henderson to arrange an induction for Amanda Willmott and Sue Fyfe on the responsibilities of bank signatories.</i></p> <p><i>UPDATE: Training has been arranged for October.</i></p>	Karen Henderson	IN PROGRESS

Summary of Actions from meeting held on 15 August 2019:

No.	DETAILS	RESP.	COMPLETE
1.	<p>Item 5 Correspondence [15 August 2019]</p> <p><i>ACTION: Jane to follow up Letter No 52.0 from Michael Coote, DBCA regarding recommending the City of Mandurah and Shires of Murray, Harvey and Waroona, nominating for Wetland City Accreditation.</i></p> <p><i>UPDATE: Kim Wilson has reviewed and PHCC will work with local governments to encourage them to consider accreditation.</i></p> <p>Letter No 31.0 from Mark Worthington, Lead Corporate Affairs Worsley: Public consultation period for the Worsley Mine Expansion. Sue queried the progress of this letter</p> <p><i>ACTION: Jane to advise the Board on the progress of the submission to the EPA, in relation to the proposed Worsley expansion.</i></p> <p><i>UPDATE: The EPA decision was to assess the proposal. Of 122 submissions, 113 requested a (P.E.R.) public environmental review. Several preliminary key environmental factors are complex, and the proposal involves several elements. Detailed assessment is required to determine the extent of the proposal's direct and indirect impacts, and how the environmental issues could be managed.</i></p>	Jane O'Malley	ALL ACTIONS COMPLETE

	<p><i>ACTION: Pat to put on the website: PHCC's input into the 3rd Surveillance Audit of the Marine Stewardship Council certification of the Peel-Harvey Estuarine Fishery.</i></p> <p><i>UPDATE: Submission is now available on the PHCC website.</i></p>		
2.	<p>Item 6.1 [15 August 2019] – Rob Summers' Report</p> <p><i>ACTION: Andrew Del Marco to invite all board members to the February Farmers' Workshop.</i></p> <p><i>UPDATE: Workshop is set by DPIRD and co-convened by PHCC. Date and title of workshop not yet confirmed. Members will be invited to the event when more details available.</i></p>	Andrew Del Marco	COMPLETE
3.	<p>Item 6.4 [15 August 2019] – Darralyn Ebsary's Report</p> <p><i>ACTION: Mel to follow up grants information about water storage infrastructure for farmers and provide this to Darralyn, and share with upper catchment networks (possibly advertising in the next Hotham Williams newsletter).</i></p> <p><i>UPDATE: The information has been sent to Darralyn, advertised in the Wattle & Quoll, published on the PHCC website, shared on Twitter and a Facebook post is to be issued on Monday 14 October.</i></p>	Mel Durack	COMPLETE
4.	<p>Item 6.5 [15 August 2019] – Marilyn Gray's Report</p> <p><i>ACTION: Mark Cugley to provide information to the Board on the status of quokkas in the Darling Range, to enable PHCC to better inform the community if they notice them in the forest. Further discussion required.</i></p>	Mark Cugley	PENDING
5.	<p>Item 6.6 [15 August 2019] Jan Star's Report</p> <p><i>ACTION: Jane to make a submission on greenhouse gas assessment guidelines to the EPA.</i></p> <p><i>UPDATE: A submission will be made on the Climate Change Issues Paper to the State Government to inform the development of WA's new State Climate Change Policy, due for release in 2020. Submissions due on 29 November.</i></p>	Jane O'Malley	COMPLETE
6.	<p>Item 7 [15 August 2019] Presentation: Mark Humble, DBCA</p> <p><i>ACTION: Jan indicated she was happy to collate any further questions members had about forest management and meet with Mark Humble for further discussion and report back.</i></p>	Jan Star	PENDING
7.	<p>Item 9.1 [15 August 2019] Adoption of 2019-20 Budget</p> <p><i>ACTION: From the Board – thank you to Karen for all your work on the 2019-20 Budget.</i></p>	Jane O'Malley	COMPLETE