



Gunduwa Regional Conservation Association Meeting Minutes

Venue Morawa CRC

Date 4/4/2018

Time 10:30am

Participants	Ashley Bell	Ninghan Station
	Percy Lawson	Shire of Yalgoo
	Richard McLellan	Northern Agricultural Catchments Council
	Melissa Farrelly	Australian Wildlife Conservancy
	Will Hansen	Bush Heritage Australia
	Gordon McNeill	WA Malleefowl Recovery Group
	Jessica Sackmann	Proponent
	Tamisha Hodder	Shire of Yalgoo
	Jude Sutherland	GRCA – Business Manager (Non Committee Member)

Apologies: Ben McLernon, Steve Churchill, Matt Hamilton, Luke Bayley

Distribution Gunduwa Regional Conservation Association

Chair: Richard McLellan

	Section	Action By/ Deadline
1.0	Introductions and Welcome	
	1.1 Everyone welcomed to the meeting. Introductions around the table.	
2.0	Declaration of Interest	
	<p>2.1 Project Application – As per information from the Proponent, the member must disclose the nature and extent of the interest and be made as soon as the member becomes aware of it. The disclosure must be recorded in the minutes of the meeting.</p> <p>When the conflict of interest is considered serious then we will ask that person with conflict of interest to leave the room, but if it is of minor interest then they will be allowed to remain in the room to discuss but not vote on the application.</p> <p>Shire of Perenjori – Will Hansen event held on CDR Shire of Perenjori – Jude Sutherland</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Add in standing Conflict of Interest on Agenda. 2. Richard to send conflict of interest form. 	Jude
3.0	Minutes of Previous Meeting	
	<p>3.1 Minutes were presented to Management Committee: Acceptance of previous Management Committee Minutes 8/12/2018 Moved: Melissa Farrelly Seconded: Will Hansen</p>	

	Section	Action By/ Deadline
4.0	Matters arising from Previous Minutes 4.1 Nil matters arising	
5.0	Correspondence	
	5.1 Out: Letter - WA Malleefowl Recovery Group Letter - Past Projects Data Email – WABSI, request of how data will be recorded Form - Information Statement – Department of Mines, Industry Regulation & Safety 5.2 In: Email - WALGA Conference/Brochure Email - WABSI response to data enquiry Email – EPA, GST Ruling	
6.0	Finance Report 6.1 Financial Report ending 31st March 2018 presented by Melissa Farrelly Moved: Melissa Farrelly Seconded: Gordon McNeill	
7.0	Governance	
	7.1 Promotional Shirts – Opportunity for shirts to be worn at events e.g. WALGA Conference, Gunduwa Forum. 7.2 Advertising Project Round – Advertising throughout April, (MWT, GG & Local Papers). 7.3 WALGA Conference – 1-3 August 2018, discussion on the value for money and the benefit to the Gunduwa region. Seek alternative opportunities to represent Gunduwa. Action: <ol style="list-style-type: none"> 1. Email photo of shirts to committee include the cost of ordering shirts &/or hats, if committee members would like to order and pay for their own this can be arranged. 2. Send Advert out to committee to share with their networks. 3. Generate a list of events in which Gunduwa could participate as presenter or have a display, eg Enviro drinks (Geraldton & Perth), University Science Open Days, Threatened species forum 2019. 4. Approach Luke to see if he is able to speak at this Fridays Enviro Drinks to advertise EOI and Gunduwa for 5mins. 5. Yalgoo races – Percy to invite Luke via email to have a chat with Minister Alannah McTiernan at Yalgoo on the 20 or 21st April. 	Jude
8.0	Gunduwa Forum	
	8.1 Program Discussion Suggestions: AWC, WA Malleefowl Recovery Group, Bush Heritage Australia, Aboriginal representation, NACC, Mount Gibson Mining, Projects – Verbal Report (Past & Present) Action: <ol style="list-style-type: none"> 1. Form a small subcommittee to form agenda. Subcommittee will include Will Hansen, Jess Stingemore, Jude Sutherland. 2. Put out an EOI of interest for an abstract report at the forum. 3. All committee members to send in recommendations. 	Will, Jess & Jude
9.0	Constitution	

	Section	Action By/ Deadline
	<p>9.1 Updated constitution, once amendments have been updated send out to the committee for revision.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Send out draft constitution for feedback. 2 week deadline for feedback. 	Jude
10.0	State NRM Capability Grant	
	<p>10.1 Help fund the Gunduwa Forum including the management role. Any ideas of future funding please send through. Advertising, promotion, presenters. Engagement of community. The State NRM Capability Grant will open soon.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Ideas for grant funding. (\$10,000 - \$20,000) 2. Access Grant application once it is released 	Committee & Jude
11.0	GST Registration	
	<p>11.1 EPA Ruling Ruling for the Environmental Offset Agreement, Ministerial Statement 753 – GST Exempt on the monies paid to Gunduwa RCA by the proponents.</p> <p>11.2 Benefits of GST Registration Discussion on the benefits of being registered for GST Register under Gunduwa Regional Conservation Assoc. GST paid can be claimed, through the annual return which will be processed once a year. Outside funding will have a GST proponent if Gunduwa was to access other funding. Defer decision until we have heard from Professional Consultant.</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Invite D Wooltorton to come along to next meeting to discuss GST registration 	Jude
12.0	Assessment of Projects 2018	
	<p>12.1 Shire of Perenjori Discussion over the involvement of the youth in conservation participation activities and awareness. What is the \$10,000 specifically being allocated to and can that stand alone if other funding is not realised. How do these activities translate, engage and build capacity in the youth in achieving conservation awareness in relation to Gunduwa objectives.</p> <p>Recommendation from committee: Outline the conservation benefit of these activities and how building capacity and youth activities are achieving the objectives of Gunduwa. Clarify specifically what the \$10,000 will be allocated to and state whether these activities can stand along if the other funding is not realised.</p> <p>Committee agree in principle on condition that these recommendations are clarified.</p> <p>12.2 Avongro Incorporated Specify partner projects, has contact been made with existing Aboriginal organisations. Require information how they have contacted aboriginal owners and how they have or will engage them in the project. This could be a gap project to map out sites which are available for tourism tours and site visits. The funding could help develop Aboriginal interpretation of sites. Tenure and accessibility issues sometimes prevent sites to be available to the public.</p>	Jude

	Section	Action By/ Deadline
	<p>Recommendation from committee: A Geotrail is established using 5 -10 sites from original project using local Aboriginal people to assist in the project and involved in selecting accessible sites to be available to the public. Contact Ashley Bell from Ninghan Station to consult with and gain access to Aboriginal groups in the region. Ashley Bell is willing to assist in identifying sites. Ensure partners and Aboriginal consultants are on board and they have been contacted. Include how potential partners have been contacted and how they will be involved in the project. Cultural and tenure of trails. Investigate tenure of geotrails, contact owners of sites to gain whether they want to be involved in the trail. Investigate the addition of interpretative signage, brochures and self- drive tours. Investigate a similar trail that has been completed at Thundelarra Station by DPird. Remove Bush Heritage and AWC from application.</p> <p>Committee agree in principle on condition that these recommendations are clarified.</p> <p>Action: 1. Contact coordinator of projects and outline recommendations from the committee.</p>	
13.0	Strategic Planning & Leveraging Funds	
	<p>13.1 Defer till next meeting</p> <p>Action: 1. Reminder to Luke to lead discussion at next meeting</p>	
14.0	General Business and Late Items	
	14.1 No General Business	
15.0	Meeting Closed & Next Meeting	
	<p>15.1 Meeting Closed at 2.03pm 15.2 Next Meeting 11th or 12th June 2018 at Mount Gibson Sanctuary, open meeting in the afternoon.</p> <p>Action: 1. Liaise with Melissa on invitation to members for open meeting and afternoon program. 2. Put out a tentative calendar for the remainder of the meetings for 2018.</p>	Richard
<p>Signed as a true and correct record of proceedings: Chair: Mr Luke Bayley _____ Secretary/Treasurer: _____</p>		