



Gundduwa Regional Conservation Association Meeting Minutes

Venue Paynes Find

Date 19/06/2015

Time 10:00am

Participants	Luke Bayley	Chair GRCA/Bush Heritage Australia
	Ashley Bell	Proponent
	Ben McLernon	Proponent
	Gordon McNeill	North Central Malleefowl Preservation Group
	Richard McLellan	Northern Agricultural Catchments Council
	Leah Bell	Ninghan Station
	Peter Waterhouse	Shire of Perenjori
	Raul Valenzuela	Shire of Yalgoo
	Jude Cusworth	GRCA – Business Manager

Apologies: Steve Churchill; Jess Sackmann

Distribution Gundduwa Regional Conservation Association

Chair: Luke Bayley

Item	Section	Action By
1.0	Introductions and Gundduwa Business	Luke
	<ul style="list-style-type: none"> Everyone welcomed to the meeting. Round the table introductions. Outline of Agenda for the day. 	
2.0	Minutes of Previous Meeting	Luke
	Minutes outlined	
3.0	Business Arising from Previous Minutes	
	<p>Request for titles of Projects to be put into minutes. Conflict of Interest –NCMPG/BHA/AWC/Ninghan Station. Discussions ongoing with CWDSG. What constitutes conflict of interest. If a project is on your property, or the person has a personal gain. They can still be involved in the discussion. Declare interest, proximity, personal interest. Action: Develop register of conflict of interest at each meeting. Previous minutes accepted: Moved: Gordon McNeill Seconded: Richard McLellan</p>	

Item	Section	Action By
4.0	<p>Correspondence</p> <p>Out: Project Letters – Approval & Pending In: Minister for Water; Sport & Recreation; Forestry Minister for Environment; Heritage Minister for Education; Aboriginal Affairs; Electoral Affairs; Leader of the Government in the Legislative Council. Moved: Raul Valenzuela Secoded: Leah Bell</p>	
5.0	<p>Finance Report</p> <ul style="list-style-type: none"> • Balance Sheet presented • Bank Statement as at 30th April 2015 presented • 2015/16 Budget • Banking Authorisation • Presented by Treasurer • Treasurer is putting a budget together for the 2015-16 Year. • Chart of cost breakdown of money spent over the past 12 months. Future costs. • Overheads running ahead at just over 30%. Decisions regarding project payments, Business Manager, marketing and general overheads. Discussion for next meeting. • Monies still kept at Shire of Dalwallinu, discussion on moving account into an interest bearing account. • Banking Arrangement – Options of banking requirements. To be presented at the next meeting. • Letter – Shire of Dalwallinu thanking them and letting them know that we are looking into banking options. • Letter – Bank asking for options available. • Action: Treasurer to develop draft 2015/16 budget for Management Committee to review and approve Action: Approach banks to identify what products they might have for community group banking. • Motion: Approval of invoices requires 2 signatories. \$0 - \$1000 Approval by emails; \$1000 and above – 2 signatories on invoice. • Signatories: If either of the 2 members are not available then a 3rd member will become a signatory. • Moved: Richard McLellan Secoded: Raul Valenzuela 	
6.0	<p>Governance Discussion</p> <p>Committee feeling comfortable and bringing up discussion topics. Chatom House Rules adopted for all management committee meetings. Send out Statement of Ministerial Statement 753 to Committee Members. Draft a letter to the EPA to seek clarity around the Ministerial Statement 753 regarding what happens to funding payments if there is a gap between the completion of the hematite mining and commencement of the Magnetite Project by proponents. Opportunity to seek additional funding for GRCA. Leveraging funding for the region. Grant Funding – Yalgoo Shire will forward contact for Grant assistance. Approach other Mining Companies, Government, Corporations across the region. EPA Website. When to approach the mining companies – Halfway through the offset process.</p> <p>Action: Develop a register of organisations in the region who could become future investors. Action: EPA Letter</p>	Luke
7.0	<p>Project Discussion & Approval</p>	Luke

Item	Section	Action By
	<p>Update of Projects: Correspondence between Central Wheatbelt Declared Species Group, Shire of Perenjori & Morawa; School of Veterinary Life Sciences, Murdoch University, Conservation Council WA.</p> <p>Approval Letters sent out to Shire of Perenjori & Morawa; Yarra Yarra Catchment Management Group; North Central Malleefowl Preservation Group; North Central Malleefowl Preservation Group/Bush Heritage/Australian Wildlife Conservancy/Ninghan Station.</p> <p>School of Veterinary Sciences, Murdoch University – Invitation for Murdoch University to take advantage of accommodation facilities within the region. Charles Darwin Reserve and proponent have offered to assist with accommodation.</p> <p>Late: Ninghan Indigenous Protected Area and Badimia Project – To be postponed until a later date.</p> <p>Discussion at next meeting: On future project rounds and when applications can be submitted. Budget template for next application of project funding.</p> <p>Motion: Move that all projects pending (School of Veterinary and Life Sciences; Conservation Council WA; Yarra Yarra Catchment Management Group Inc) that have submitted amendments have been approved by the Committee.</p> <p>Moved: Gordon McNeill Seconded: Peter Waterhouse</p> <p>Central Wheatbelt Declared Species Group (CWDSG): Discussion around funding the project Management Committee agreed to assist CWDSG in funding dogger activities.</p> <p>GRCA will work on a more regional plan and work with the group. Declared species group within the boundary of GRCA. Mechanics of the reporting and funding of the group. Fund CWDSG as a trial.</p> <p>Motion: Communicate with group to resubmit application to fund a dogger to specifically achieve production and conservation outcomes.</p> <p>Moved: Richard McLellan Seconded: Ben McLernon</p>	
8.0	Business Manager Position	Jude
	Presentation of JDF for the next 12 months. Funding approved for up to 1 day per week. Contract details to be clarified.	
9.0	Strategic Planning	Luke
	<p>Plan for a more regional level. Update Business Plan, how do we realise the full potential of GRCA.</p> <p>We need a long term approach, to make strategic decisions and how that will happen on a landscape scale.</p> <p>Suggestion included running a conference gathering every year, involving organisation from all sectors in the region. Hosting an event in different locations around the region. Updating business plan and placing on the website rather than in hard copy.</p> <p>Next Meeting: Focus on development of a strategic plan for GRCA.</p> <p>Action: Update Business Plan over email in the coming months and confirm changes at next meeting. Agree on document structure.</p>	

Item	Section	Action By
10.0	General Business and Late Items	Jude
	<p>Clarity on going public with projects. Formal notification of project contacts then send out communication plan for project publication.</p> <p>Action: Communication procedure developed for GRCA.</p> <p>Action: Items for noting; decision and actions required. Add into the minutes/agenda for next meeting.</p>	
11.0	<p>Meeting Closed 12.30pm Next Meeting – To be held @ Perenjori 4th September 2015 9.30am – 12.30pm Management Committee 1 – 3pm Lunch</p>	