



Gundduwa Regional Conservation Association Meeting Minutes

Venue Mt Gibson Sanctuary

Date 26/6/2018

Time 10:30am

Participants	Luke Bayley	Bush Heritage Australia
	Percy Lawson	Shire of Yalgoo
	Jessica Stingemore	Northern Agricultural Catchments Council
	Melissa Farrelly	Australian Wildlife Conservancy
	Will Hansen	Bush Heritage Australia
	Gordon McNeill	WA Malleefowl Recovery Group
	Matthew Hamilton	Mount Gibson Mining
	Lionel O'Brien	Ninghan Billy Aboriginal Corporation
	Dwayne Wooltorton	Visitor - North Midlands Accounting Service
	Jude Sutherland	GRCA – Business Manager (Non Committee Member)

Apologies: Wayne Ennor, Steve Churchill, Jessica Sackmann, Tamisha Hodder, Richard McLellan, Ashley Bell

Distribution Gundduwa Regional Conservation Association


Chair: Luke Bayley

	Section	Action By/ Deadline
1.0	Introductions and Welcome	
	1.1 Everyone welcomed to the meeting. Acknowledge of traditional owners past & present. Wayne Ennor has replaced Ben McLernon at Extension Hill and is keen to come to the meetings.	
2.0	Declaration of Interest	
	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. Action: 1. Annual Conflict of Interest Declaration and Standing Conflict of Interest Forms to be filled out by the end of the meeting and handed to be filed. 2. Conflict of Interest to be minuted throughout the minutes.	Jude
3.0	Minutes of Previous Meeting	
	3.1 Minutes were presented to Management Committee: Acceptance of previous Management Committee Minutes 4/04/2018 Moved: Gordon McNeill Seconded: Will Hansen	
4.0	Matters arising from Previous Minutes	
	4.1 Jude outlined actions from the last minutes. 4.2 Nil matters arising.	

	Section	Action By/ Deadline
5.0	Correspondence	
	<p>5.1 Out: Letter – Shire of Perenjori – Successful application Letter – Avongro – Unsuccessful application Letter – Invitation to Gunduwa Forum Presenters Letter – Invitation to Ashley Bell for Welcome to Country</p> <p>5.2 In: Nil</p>	
6.0	<p>Finance Report 6.1 Financial Report ending 31st May 2018 presented by Jude Sutherland Moved: Melissa Farrelly Seconded: Will Hansen</p> <p>Action: 1. Contact Bendigo to discuss and request a better interest rate</p>	
7.0	Governance	
	<p>7.1 Promotional Shirts, shirts available for order, \$38 each. 7.2 Constitution – Final Draft, send out updated version for feedback before being presented at the Gunduwa RCA AGM. 7.3 State NRM Community Stewardship Grants Information Session – Small Grants \$1,000 - \$25,000 (12months); Large Grants \$25,001 - \$450,000 (36months). On-ground and coordination in the one grant. Opened on Thursday the 23/6/18 and closes on the 6/8/18. Both grants are to include on-ground work & to build organisational capacity. Maximum of 2 grants each, 2 small, 2 large. Break down of the assessment for the projects include Environmental Outcomes (30%), Local Community Involvement (20%), Workplan & Budget (10%), Co-Contribution (10%), Applicant Capacity (10%), Need &/or urgency (10%), Partnership (5%) & Aboriginal Consultation (5%). Looking favourably on partnership and collaboration of organisations. Funds available for the next 4 years. Additional hours will be required to work on the grant applications. 7.4 List of Events in the Region - Ongoing</p> <p>Action: 1. Apply for grant funding. (\$10,000 - \$20,000) Need ideas? 2. Access Grant application once it is released 3. Re-circulate constitution to members for feedback 4. Present constitution to the AGM for special resolution 5. Gunduwa to partner & support Lionel to apply for Community Stewardship Grants. 6. Meeting with Percy & Lionel for meeting in the next 2 weeks. Ninghan Billy Aboriginal Corp, Shire of Yalgoo, Rangelands, Gunduwa RCA Partnership. Golden Grove have been contacted and will support application and may have funds to support the project.</p>	Jude
8.0	Gunduwa Forum	
	<p>8.1 Program Discussion Draft Program has been developed. Will updated committee on progress. Program was distributed to committee. Investigation of another high level speaker for the program in the next couple of weeks.</p> <p>Action: 1. Invite a variety of organisations to present an abstract report at the forum.</p>	Will, Jess & Jude

	Section	Action By/ Deadline
	<p>2. Invite Melissa Price – Welcome/Open to Gunduwa Forum (Assistant Minister for environment)</p> <p>3. Contact Lionel - Ninghan Billy Aboriginal Corporation, poster or presenter (10min)</p>	
9.0	GST Registration	
	<p>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>9.1 D Woollorton explained the benefits of registering for GST. Answered questions from the committee. Transaction of GST will be processed annually at the end of the financial year. Keep track of GST paid out to all expenses. All project invoices have GST attached to them and Gunduwa could claim this back if registered for GST.</p> <p>If your income exceeds \$150,000 annually your organisation must be registered for GST. Grants applied for will have a GST component attached to the invoice.</p> <p>Motion Jude to work with North Midlands Accounting Services to register Gunduwa RCA for GST. Moved: Gordon McNeill Seconded: Melissa Farrelly</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Register Gunduwa RCA for GST 	Dwayne
10.0	Assessment of Projects 2018	
	<p>Over the past 4 years Gunduwa RCA has funded \$395,000 projects within the Gunduwa region, good to reflect the support that Gunduwa has given to organisations within the area. Solely utilising the offset payment from the proponents. Projects applications for this round of assessments total \$225,777.00. Committee discussed finances and agreed to commit to support between \$100,000 to \$150,000 for this funding round.</p> <p>10.1 Conservation Council of WA (CCWA) \$34,650.00 Citizen Science project, to build on previous project and extend research and monitoring of Bush Bird communities on refugia and non-refugia sites on Charles Darwin Reserve, the on-ground work is limited but is backed up by high level data collection. Successful Melissa Farrelly & Will Hansen – Conflict of Interest</p> <p>10.2 Northern Agricultural Catchments Council (NACC) \$49,300.00 Research to identify malleefowl habitat, work with landholders and Greening Australia. Blair Parsons (Greening Australia), desktop analysis & research, NACC will work with Landholders and engagement of Aboriginal Culture. Funding provided to be spent within the Gunduwa region. Monitoring and reporting requires an outline of how the money is spent. Successful Jessica Stingemore – Conflict of Interest</p> <p>10.3 Australian Wildlife Conservancy (AWC) \$16,302.00 Educational work next to research station which highlights the importance of rare and interesting plants and ecosystems in the region for visitors, school groups and community. Opportunity to propagate from seed and cuttings and establish them from local flora varieties.</p>	Committee

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	<p>Successful Melissa Farrelly & Jessica Stingemore– Conflict of Interest</p> <p>10.4 Shire of Perenjori & Bush Heritage Australia (BHA) \$35,000.00 Gunduwa Forum and Open Day at CDR. A program to provide an engaging, educative program. Bringing together conservationists, land and resource managers to share information, brainstorm and celebrate biodiversity within the Gunduwa region, this will include Ecology tours and the Gunduwa Forum. Successful Luke Bayley, Jessica Stingemore & Will Hansen – Conflict of Interest</p> <p>10.5 Dream Awakenings \$20,000.00 Promote a different way of land management by working in conjunction with predators. Clarification of TAFE’s role in the workshops. Specifics need to be clarified. Explanation of predator management, numbers attending workshops. More information required and key messages outlined. Investigate the possibility of Badimaya people being involved in the project. Unsuccessful - Not able to fund an unincorporated organisation.</p> <p>10.6 Carbon Neutral Charitable Fund Ltd \$50,000.00 High amount of funding for the workshops offered. No long-term on-ground benefits, hard to see the benefit of bird activity in a young establishment of a sandalwood plantation. Monoculture of species not creating a habitat for native species. Commercial crop which may be harvested for income. The benefit is unclear in the long term. Unsuccessful - Not able to be funded at this time.</p> <p>Moved: That we contact NACC, AWC, CCWA & Shire of PJ/BHA to notify that they have successful applications. Contact Carbon Neutral Charitable Funds Ltd and Dream Awakening to notify that they were not successful and provide feedback. Moved: Gordon McNeill Secoded: Will Hansen</p> <p>Action:</p> <ol style="list-style-type: none"> 1. Application Budget needs to be broken down further. Examples of past projects, capability analysis. 2. Letter to NACC, AWC, CCWA & Shire of PJ – successful applications 3. Carbon Neutral Charitable Fund Ltd – Letter, unsuccessful with feedback 4. Dream Awakenings – Letter, unsuccessful with feedback. More detail, key messages? Reapply for next year, need background information, examples of workshops. 5. Clear outline of the administration component in application (10%) 6. Delete on the application “No GST should be applied to your invoice” 	
14.0	General Business and Late Items	
	<p>14.1 Potential closing of Mount Gibson Mining and Extension Hill. Uncertainty in the length of Offset Payments being paid to Gunduwa RCA. Investigate & clarify the extent to which the payments will continue, contact the EPA and keep the proponents in the loop.</p>	
15.0	Meeting Closed & Next Meeting	
	<p>15.1 Meeting Closed at 1.37pm 15.2 Next Meeting Teleconference 31st July</p>	

	Section	Action By/ Deadline
	AGM & Management Meeting at Yalgoo on the 15 th October Action: 1. Percy and Lionel to give a presentation at AGM and provide lunch	
Signed as a true and correct record of proceedings: Chair: Mr Luke Bayley  _____		