

# NSW Wildlife Council, Inc.

## Meeting Number 8

Saturday 27 October 2007 at 9.30am

The Centre  
14 Frances Street, Randwick

## Minutes

### 1. Opening of Meeting: Welcome

In opening the Council's eighth meeting, the Chair extended a special welcome to new delegates, John Donnelly, Peter Schulties, Shirley Lack and Bill Waterhouse and to Denise and Wayne Singleton who had travelled from Broken Hill. All delegates were asked to introduce themselves and copies of the Chair's Meeting Rules and the Code of Conduct were circulated for information.

**1.1 Present:** Audrey Koosmen (Chair), NATF; Stan Wood, (Vice Chair) WIRES; Lorraine Vass (Secretary) FOK; Joan Hills (Treasurer) WCN-Central West ; Ilona Roberts, Tweed Valley Wildlife Carers; Julia McConnell, IGLs; Bill Waterhouse, Wildcare Q; Gwen Seznec, Northern Rivers Wildlife Carers; Gwen Parry-Jones, Wildlife ARC; Shirley Lack, Native Animal Rescue Group; Barbara Witham, Koalas in Care; John Donnelly, Northern Tablelands Wildlife Carers; Sonja Elwood, Sydney Wildlife; Denise & Wayne Singleton, Rescue & Rehabilitation of Australian Native Animals; Peter Schulties, Koala Preservation Society of NSW.

**1.2 Apologies:** Paul McLeod (Koalas in Care); Coralie Tarlinton (Wildcare Q); John Gorham (FAWNA); Steve Amesbury (NANA); Cheyne Flannagan (Koala Preservation Society of NSW), ORRCA (Ronny Ling); Alex Javorsek (LAOKO).

### 2. Register of Proxies: Nil

### 3. Re-ordering of business: Ratification of the Native Animal Rescue Group's membership

The Native Animal Rescue Group's admittance to the Council was voted on out of session and declared by email on 10 August 2007.

Julia McConnell **moved** and John Donnelly **seconded** ratification of the Native Animal Rescue Group membership of the NSW Wildlife Council.

**Motion Carried.**

### 4. Report of Executive Meeting held 26 October 2007 at 6.00pm

The Secretary read the draft Minutes (**See attachment 1**)

#### Business arising:

#### 4.1 Item 1: Confirmation of Strategic Planning Workshop Program

Lorraine Vass **moved** and Stan Wood **seconded** that Anne Fowler and Lyn Webber be presented with gifts of appreciation up to the value of \$25 each.

**Motion Carried.**

#### **4.2 Item 2: Insurance Coverage**

Matthew Blackmoore, the Minister's policy advisor was contacted by Lorraine to check on progress on the actions from the meeting between he and members of the Executive held 20 September 2007 which included discussion of the insurance coverage. Follow-up is still in progress.

Joan advised that payments can be covered from the Council's operating funds until end of February. If funding is not secured then member groups will be invoiced on the basis of active membership at 30 June 2007.

NTWC indicated that they were prepared to pay \$5 per member by passing the cost on to membership fees. Joan advised that the per capita cost may now be over \$5 per person due to loan fees and the lack of stamp duty exemption.

Executive members confirmed their understanding that insurance money was separate to and additional to operational funds. Stan said that it appears that what the NWC thought was an ongoing commitment NOW appears not to be an ongoing commitment. Audrey indicated that the issue of DECC funding was pushed during the meeting with Ron Haering.

#### **4.3 Item 3: Post Office**

Deferred to Annual General Meeting.

#### **4.4 Item 4: Passing of Lance Ferris (Australian Seabird Rescue)**

Audrey and Stan attended the service in Ballina. Audrey confirmed the Council's condolences to Lance's family and to ASR. About 300 people attended what was a beautiful service and which included people from all walks of life. Audrey spoke about Lance's work and has life-long concern for the socially disadvantaged of society

**4.5 Item 5: Review of Constitution:** Amendments unable to be finalised in time for meeting so Stan will circulate the draft within 10 working days for comments by 1 December. Following inclusion of further amendments if required, the draft will be included in the business paper for the first Council meeting in 2008.

### **5. Confirmation of Minutes of Meeting Number 7 held Saturday 9 June 2007 including Seminar Sessions held Sunday 10 June 2007 (circulated by email)**

**Ilona Roberts moved** and Stan Wood **seconded** that the draft Minutes circulated be accepted as read and confirmed.

**Motion Carried.**

#### **5.1 Business Arising**

**5.1.1 Ratification of amendments to the Constitution – refer 4.5 above**

**5.1.2 NSW Wildlife Survey – disbursement of koala records payment**

Payments have been finalised. Receipts still to be received from a few groups.

**5.1.3 Questions taken on notice by Ron Haering, Manager, Wildlife Licensing & Management Unit.**

The information provided in the attachment and the delay in producing the map, were noted. There was general acknowledgement that the completed map will confirm areas of overlay of boundaries which will be up to individual groups to negotiate and to resolve difficulties if and where they exist.

#### 5.1.4 Ratification of Code of Ethics

The Code was adopted by the Council at its June meeting and Council members encouraged to adopt or endorse the Code. Minor amendments were agreed to out of session by email, requiring a motion of ratification.

Two matters were discussed:

(a) the relationship between the Code of Ethics and other Council documentation and member groups' constitution, policies etc. and whether member groups must abide by the Council's codes and policies;

(b) the lack of specific mention of companion animals as well as foster-parenting in the last sentence of the eighth point, commencing Non-releasable animals...

John Donnelly MOVED and Gwen Seznec SECONDED ratification of the wording of the Code of Ethics agreed to by email.

Gwen Parry-Jones, Shirley Lack and Bill Waterhouse voted against the motion.

The motion was rescinded and

Bill Waterhouse MOVED and John Donnelly SECONDED that the Code of Ethics be ratified as Council policy which will be binding on member groups and form a condition of membership to the Council.

#### **Motion Carried.**

Stan Wood MOVED an amendment to the motion was accepted by Bill Waterhouse to change the wording of the eighth clause of the Code of Ethics to read:

*A wildlife rehabilitator should strive to provide professional and humane care in all phases of wildlife rehabilitation, respecting the wildness and maintaining the dignity of each animal in life and in death. Releasable animals should be maintained in a wild condition and released as soon as appropriate. Non-releasable animals which are inappropriate for education, foster-parenting, **companionship**, or captive breeding have a right to euthanasia.*

#### **Motion Carried.**

#### 5.1.5 Telstra phone options

Stan reported no replacement or equivalent to the 0500 service. The nearest are 1300 or 1800 numbers which are similar but more costly.

The DECC officer responsible for co-ordinating the Department's white pages regional directory entires has offered all wildlife groups gratis listing in regional directories if received via Stan by the deadline of 9 November.

**Actions:** Reps to provide details for White Pages listing to Stan via the List by 9 November 2007  
Shirley will provide information about a Telstra mobile phone service at \$52 per month.

#### 5.1.6 Primary Lyssavirus Inoculation

The Secretary read the response from the Minister for Health's Office dated 16 October and authored by Tom Forrest, Chief of Staff. NSW Health and not Medicare funds post-exposure treatment (medical issue) but pre-exposure is "an occupational health and safety issue" and refers the Council to DECC. She faxed the letter to Matthew Blackmoore, the Minister's Policy Advisor.

#### **Actions:**

The Chair will ring contact on letter (Dr Andrew Marich, Communicable Diseases Branch, NSW Department of Health – 9391 9234) to discuss the response and also find out costs of pre-and post-exposure. She will also discuss with the Minister for the Environment via Matthew Blackmoore.

The Secretary will write to the Federal Minister for Health including a copy of the NSW Minister's response, and costs of potential savings on the basis of information provided by Dr Marich.

#### 5.1.7 000 Animal Rescue Service –

The Chair reported that her enquiries had not found any such service. No further action.

Matter arising: DECC has issued several licences to rescue and relocate native fauna on a commercial basis. Discussion on apparent lack of policy knowledge by operators and lack of enforcement by the Department.

**Action:**

The Secretary will write to DECC requesting more information about such licences and the basis on which they are being granted and monitored.

Stan will pass on the possum policy electronically on request.

**5.1.8 Take-up of Curious Developments Ltd's database**

Sydney Wildlife is interested in mapping capability and still considering options..

FOK does not support the Council entering into contractual arrangements with Curious Developments Ltd. at this stage.

Julia (IWGL) will look at the NCC's database which is free and available on its website.

Northern Rivers Wildlife Carers advised that the WIRES database does not meet their objectives at this stage.

NARG is negotiating with Peter Richards of Long Grass Nature Refuge.

NATF is happy with their GPS linked system.

Koalas in Care .are also happy with their existing system.

**5.1.9 Minimum Standards Business Case Progress Report**

Stan advised that Steve has prepared a preliminary draft. He is concerned that there may not be a shared understanding of the task or expectation of output.

WIRES has been working on draft standards for facilities, competencies, etc. for seven or eight species categories over the past three years. He believes Council members need to understand the magnitude of the job (and very high potential costs).

Discussion focussed on eventual intention. If it is national accreditation then the requirements of the national framework of teaching and learning must be well understood. The standards developed by the National Wildlife Rehabilitation Association (US) are more aspirations. The Western Australian standards have yet to be signed off by the Minister.

A way forward is to work on statements of principle and intent to develop detailed work in conjunction with responsible agencies including VTAB/ANTAR, the Australian Veterinarians Association, DECC etc.

John Donnelly **MOVED** and Wayne Singleton **SECONDED** that the Council pursue wildlife rehabilitation accreditation through to VETAB (State) level with the appropriate agencies following the development of an appropriate and agreed plan of action.

**Motion Carried.**

**6. Reports**

**6.1 Treasurer**

The Treasurer tabled her report comprising receipts and payment journals for the period 10 June 2007 to 24 October 2007 and an accounts reconciliation. The cash book balance of \$14,902.38 was noted. Authorization for reimbursements was deferred to Sunday 28 October.

Joan Hills **moved** and Stan Wood **seconded** that the Treasurer's report be received and noted.

**Motion Carried**

**6.2 Insurance Officer**

Julia reported that she had notified AON of the Native Animal Rescue Group's inclusion on 24 August (acknowledged on 14 September 2007) and had also advised that Wildlife Carers of Glen Innes was dissolved in December 2006 (partly absorbed in other groups)

The Certificate of Currency dated 17 October still does not reflect these amendments and Campbelltown City Council has been added as “interested third-party”. Julia will follow this up and get it deleted. AON will be directed to take instructions only from the Council’s Insurance Officer.

Insurance documentation needs to be accessible to member groups. Julia will distribute the four documents (Certificate of Currency, Public Disclosure Statement, Client coverage summary, Broadform Public / Product Liability Policy) electronically to member representatives for forwarding to relevant officer-bearers.

Discussion followed on the basis for premium revision which is the number of groups and their active membership. It was agreed that the Insurance Officer would seek revised numbers in March 2008. John Donnelly MOVED and Stan Wood SECONDED that AON be advised in writing that all instruction to do with the details of the insurance coverage be authorized by the Insurance Officer and that all contact by the insurer be directed to the Insurance Officer.

**Motion Carried.**

**Action:** The Secretary to write to AON Risk Services advising that all correspondence be addressed to the Council’s Insurance Contact Officer, Ms Julie McConnell, 70 Boronia Road, BULLABURRA, NSW, 2784. The letter will also direct that the Insurance Contact Officer’s authorization is required for any instruction related to the NSW Wildlife Council’s insurance policies.

Julia outlined the procedure to be followed when lodging a claim. She advised that an insurance claim lodged by Friends of the Koala is being dealt with according to the procedure (which had been previously circulated) and arrangements appear to be working well. The procedure read out was agreed to by the meeting.

**Action:** Julia to re-circulate the procedure.

The Chair thanked Julia for taking on and developing the role of Insurance Officer.

**6.3 Meeting with Mick O’Flynn, Director, Conservation Operations Section and Ron Haering, Wildlife Licensing & Management Unit, 13 September 2007**

The Chair thanked Sonja for her notes of the meeting which have been signed off by both DECC Officers. She reiterated the Council’s position that it would not become the Department’s *de facto* dispute resolution unit. Procedures: guidelines only, can use if want – not compulsory. Bill W. reiterated the issue of clarifying responsibilities of and relationship between the Council, individual groups, representatives. Stan advised that he forward his ideas for consideration in the Strategic Planning Workshop.

**6.4 Meeting with Matthew Blackmoore, Senior Policy Advisor to the Minister for Climate Change, Environment and Water, 20 September 2007**

As already reported the formal response to the issues addressed during the meeting is still awaited. Matthew will be the Council’s key contact in the Minister’s office.

**6.5 Nature Conservation Council of NSW Annual Report, 20 October 2007**

Lorraine spoke briefly to her circulated report and its recommendations.

Lorraine Vass MOVED and Stan Wood SECONDED that:

- (a) That the report be received.
- (b) That the NSW Wildlife Council call on the Nature Conservation Council of NSW (NCC) for support on issues of mutual interest.
- (c) That a couple of members of the NSW Wildlife Council examine the NCC’s policies through 2008 to ascertain where gaps exist in wildlife issues or where a policy may be outdated with a view to moving a motion at the NCC 2008 Annual Conference to the effect that the NCC draft a wildlife policy for presentation at the 2009 Annual Conference and offering members of the NSW Wildlife Council as the expert reference group to assist in the drafting process.

## **Motion Carried.**

### **7. General Business**

#### **7.1 Resignation of Individual General Licence Holder Representative, Sandra Stewart and IGL representation**

The Secretary read Sandra's letter of resignation as IGL Representative and Media Officer dated 31 August 2007.

Whilst Julia is prepared to take on the role of representative she does not have anything in writing, as there are no meetings as such.

Representing the IGLs involves issues of communication, especially as about 50% do not access electronic communications, and cost (e.g. postage)..

John Donnelly MOVED and Sonja Elwood SECONDED that the Council reimburse the IGL Representative for stationery and postage involved with carrying out her position.

#### **Motion Carried.**

Julia was advised that her constituents may be circulated with anything other than draft minutes which are subject to change and should only be circulated when finalised and ratified. Draft documents for discussion should be clearly marked as such. Constituents should also be reminded about confidentiality.

**Matters arising:** Bill Waterhouse raised the issue of email protocols to reduce postings (for example thank individually instead of entire group), and be more wary of vocabulary. Some Phone conferencing participation in meetings was also mentioned (see below).

#### **DECC policy on flying fox colony sites and heat stress**

Gwen Parry Jones is a member of Gosford City Council's Environmental Committee. During 2006 she recommended to the Council solutions to reduce fatalities in heat-stressed flying foxes. The Council agreed to pursue her recommendations through DECC. DECC advised that heat stress in flying foxes is a natural phenomena. Gwen's view is that the Department's contrary advice have influenced Gosford City Council

**Action:** Secretary to continue following up with the Department a copy of the draft *Procedures for the Mitigation of Heat Stress in Flying Foxes*.

#### **7.3 Sale of exotic reptiles via the Internet**

An Australian website: [www.petlink.com.au](http://www.petlink.com.au) offers sale of reptiles apparently in ignorance of international import and export laws and regulations.

Stan Wood represents WIRES on the Native Animal Keepers Consultative Committee which is co-ordinated by DECC and the Pet Industry Joint Advisory Committee which is a major lobbying force for the pet industry.

**Action:** Stan to extend his representations opposing trade in native fauna to include the Council.

#### **7.4 Formation of Victorian State Wildlife Council**

Audrey was invited by IFAW to participate in the hand-over meeting from the Steering Committee to the Council.

The Council is modelled on regional representation (2 reps per region and 1 alternate) and external stakeholders, e.g. the RSPCA which has offered to provide in-kind support. They are presently working on their constitution. There are issues with lack of support from the state government agency.

#### **7.5 Meeting frequency and venue**

During 2006, the first year of the Council's operation four meetings were held, three one-day, weekday meetings at NPWS Hurstville and a two-day weekend meeting combined which included the AGM.

In 2007 it was decided to trial cutting back to three meetings annually, the first for the year, in February a one day, weekday meeting and then two weekend meetings which were intended to include a 'working' day to progress working group projects.

Consensus was that the change had not been particularly successful – one day meetings were generally preferred.

Peter Schulties MOVED and John Donnelly SECONDED that during 2008 the meeting cycle revert to three one-day meetings held at Hurstville and a planning weekend held at The Centre which would be the first meeting for the year, following the Annual General Meeting.

**Motion Carried.**

### **7.6 NPWS Regional Advisory Committee Applications**

Gwen Parry –Jones advised that from her 10-15 years experience serving on her local Regional Advisory Committee that the committees have no real power. Nevertheless they are a vehicle for getting issues heard.

Members are chosen from a cross-section of the community and the process is quite competitive. Lorraine advised that her 2004 rejection letter stated that there had been over 700 applicants state-wide. Audrey said she had applied three times unsuccessfully.

The mandatory membership of at least two Aboriginal people, and a person jointly nominated by the Nature Conservation Council of NSW and the National Parks Association of NSW were noted.

### **7.7. Bathurst 1000 Roo Incident**

Lorraine's draft letter was circulated by email on Thursday 25 November. Stan reported that the track environs is home to a resident population of eastern greys and would require a 15-20km fence which may not be feasible.

Organisers consult with the local WIRES branch and do a sweep-through before the event (which may even be contributing to the problem). Nevertheless he supports the letter.

**Action:** Secretary to forward the letter to the event organizers, copied to Bathurst Regional Council and RSPCA NSW.

## **8. Correspondence**

### **8.1 Incoming correspondence tabled for receipt and discussion**

Gwen Seznec asked about follow-up to the enquiry about becoming a wildlife carer.

Secretary reported that the enquiry had come from the Lower Hunter so had been referred to Audrey as President of NATF for a response.

### **8.2 Outgoing correspondence tabled for endorsement**

Bill Waterhouse drew attention to the nominating process in relation to NARG's admittance to the Council.

Executive members acknowledged the confusion of the generic nature of the nomination form which had been lifted from the NSW Office of Fair Trading's Model Rules for incorporated associations under the *Associations Incorporation Act, 1984*. The form will be amended in the review of changes to the constitution currently in progress.

Stan Wood further advised that under those model rules new members must be approved. Incorporated associations are allowed to choose to accept or refuse members although it is more than unlikely that licensed applicants would be refused membership of the Council. Shirley Lack asked why would automatic membership not be automatic if licensed by the Department. There was further discussion of this point and the relationship of member groups to the Council. While unresolved there was general agreement that a wildlife rehabilitation licence does not automatically confer membership of the Council.

John Donnelly MOVED and Gwen Seznec SECONDED that the incoming correspondence be received and endorsement of the outgoing correspondence.

**Motion Carried**

## **9. Other Business**

### **9.1 Wildlife Animal Rescue & Care Society's Correspondence dated 21 October 2007**

Gwen Parry-Jones spoke to the letter and its four motions of criticism of the Council's performance.

Lorraine Vass MOVED and Ilona Roberts SECONDED that the Secretary responds seeking clarification from Wildlife ARC of where the Council, or its executive has:

- (a) acted, or suggested it will act outside the aims and objects of the Council;
- (b) adopted, or suggested it will adopt, DECC responsibilities;
- (c) sought to obtain, or suggested it wishes to obtain, any authority over member groups.

**Motion Carried**

## **10. Votes of thanks**

## **11. Adjournment of Meeting**

The meeting adjourned at 4pm in order to deal with the authorization for reimbursements (See item 6.1. above).

## **12. Re-opening of Meeting: Sunday 28 October, 3.30pm (approx)**

### **a. Authorization for reimbursements**

Joan Hills MOVED and Ilona Roberts SECONDED that received accounts and requisitions in the amount of \$3,226.15 to be paid and that requisitions from Julia McConnell and Wayne Singleton be paid on receipt.

**Motion Carried**

### **b. Bank Signatories**

John Donnelly MOVED and Steve Amesbury SECONDED that the signatories to the Council's cheque account held at the ANZ bank be amended to reflect the change in office-bearers, namely Audrey Koosmen (Chair); Stan Wood (Vice Chair); Sonja Elwood (Secretary); Joan Hills (Treasurer); Lorraine Vass (Media Officer), elected at the Annual General Meeting held on Saturday 27 October, 2007.

**Motion Carried**

### **c. February Meeting**

Due to financial considerations and the planning workshop it was agreed that a one-day meeting should be held at NPWS, Hurstville on Tuesday 26 February 2008, subject to the availability of the conference room.

## **13. Meeting closed at 3.45pm Sunday 28 October 2007.**



## NSW Wildlife Council, Inc.

Meeting of the Executive  
Friday 26 October 2007 at 6.00pm

### Minutes

**Present:** Audrey Koosmen (Chair), NATF; Stan Wood, (Vice Chair) WIRES; Lorraine Vass (Secretary) FOK; Joan Hills (Treasurer) WCN-Central West.

#### 1. Confirmation of Strategic Planning Workshop Program

Lorraine reported that arrangements are on track. She and Facilitator Lyn will meet during lunch on Saturday to run through the issues clustering. Lyn will also review the venue suitability for group discussions etc.

**Recommendation:** That Anne Fowler and Lyn Webber be presented with gifts of appreciation up to the value of \$25 each.

#### 2. Insurance Coverage

Joan advised that the Council's financial position would support the payment of the loan until the end of February 2008.

**Recommendation:** If funding from the Department of the Environment and Climate Change has not been secured by the end of February 2008, invoices will be issued to member groups on the basis of active membership at 30 June 2007.

#### 3. Post Office Box

The pros and cons of changing the Council's postal address were discussed in the context of the responsibilities of the Public Officer.

It was decided to refer the matter to the Council without recommendation.

#### 4. Vale Lance Ferris

Audrey and Stan, who both attended the service at Ballina held on Friday 19 October, 2007 to celebrate Lance's life, will report briefly to the Council.

#### 5. Review of Constitution

It was agreed that due to the failure to circulate the latest iteration with the agenda, consideration of the amendments must be deferred.

**Recommendation:** Stan to circulate the draft within ten working days of the October meetings for all members to comment by 1 December 2007. Following inclusion of further amendments if required, the draft will be forwarded to the Secretary in time for inclusion in the business paper for the first meeting for 2008

#### 6. Meeting closed at 7.00pm.