

NSW Wildlife Council, Inc.
General Meeting Number 20

Saturday 28 May 2011 at 9.05am

**The Centre
Frances Street, Randwick, Sydney**

MINUTES

1. Meeting Opening and Welcome

1.1 Present: Audrey Koosmen (Chair) NATF; Shirley Lack (Media Officer and Insurance Officer) NARG, Julia McConnell (Treasurer) IGL, Brian Chetwynd (Secretary) NTWC, Rochelle Ferris ASR, Peter Graham LAOKO (Alt), Georgina Whaley NRWC, Coralie Tarlinton Wildcare Qbn, Shona Lorigan ORRCA, Alison Cooper, ORRCA (Alt.), Andrew Burton Wildlife Aid, Ilona Roberts TVWC, Lorraine Vass (Minute Secretary) FOK, John Meany NANA, Meredith Ryan FAWNA (Alt), Jill Taylor HKPS, and Helen Kennedy, Sydney Wildlife from 9.55am.

1.1 Apologies: Denise Singleton (RRANA); Phil Machin (NARG, Alt.); Caroline Enfield (WIRES, Alt.); Paul McLeod (Koalas in Care); Greg Petterson (Sydney Wildlife, Alt.); James Fitzgerald (LAOKO); Greg Tarlinton Wildcare Qbn (Alt.)

2. Register of Proxies: None

Preliminaries

(i) Updated OEH website (16 March 2011)

Andrew Burton demonstrated the changes to the pages relevant to rehabilitation of injured, sick or orphaned native fauna: <http://www.environment.nsw.gov.au/wildlifelicences/RehabFauna.htm> and especially the map of operational areas which reflects changes brought about by the recent re-structure and local boundary changes.

He also showed the Powerpoint presentation, *Rehabilitating Protected Fauna: policy licences and codes* which has been prepared and distributed to regional offices for training purposes.

(ii) Greg Petterson's resignation

Audrey advised that Greg Petterson had resigned as Sydney Wildlife's alternate representative on the Council. It was agreed that a card be sent to Greg thanking him for his contribution.

3. Confirmation of Minutes of General Meeting no. 19 held 22 February 2011 (circulated by email)

Brian Chetwynd moved and **Coralie Tarlinton** seconded that the draft minutes be accepted as read and confirmed. Carried.

3.1 Business arising: the Chair reviewed the circulated Action List of General Meeting No. 19 and the items still requiring action noted (see also agenda items 5.4, 5.5, 5.7,5.8, 5.9 below)

3.1.1. NCC Presentation

- 3.1.1.1.** NWC to provide information/case studies of population loss of grey headed flying foxes – Groups to send information for the period October 2010-May 2011 relating to losses (gender, age, cause, location, etc.) to Secretary who will collate, together with data he will solicit from WIRES, for forwarding to NCC.
- 3.1.1.2.** Liaise with NCC regarding Ministerial meeting on improved koala protection – Lorraine to advise NCC regarding NWC's planned meeting.
- 3.1.2.** DPII meeting – Suzanne Robinson (Orange) contacted - no further progress (Chair)
- 3.1.3.** MoUs with OEHL and RTA still pending (Executive)
- 3.1.4.** Review of NWC position descriptions; delegations, communicating responsibilities and member group responsibilities – still to be done.
- 3.1.5.** Royal Botanical Gardens GHFF – Letter to Minister Burke expressing Council's disappointment with his decision – Ilona to re-draft her draft.
- 3.1.6.** NSW Kangaroo Management Advisory Panel - Letters to WPSA and RSPCA inviting dialogue still pending
- 3.1.7.** National wildlife rehabilitation body steering committee – Lorraine still to email Greg Gordon
- 3.1.8.** Meeting re OEHL funding for groups/IGLs – Chair still to arrange
- 3.1.9.** NWC Promotional Brochure – Lorraine, Shona and Greg to continue working on text. Rochelle to advise of ASR designer.
- 3.1.10.** Code and Policy print-runs for distribution – Brian to follow up with Ron Haering letter of 21/3.
- 3.1.11.** WPSA Logo – letter drafted but still to be posted
- 3.1.12.** August Meetings - reps to advise Julia of room requirements at The Centre ASAP.

3.2 Procedural Motion: Ratification of *Draft Summary of Achievements & Challenges - Future Directions 2008-2010*

Lorraine Vass moved and **Shona Lorigan** seconded ratification of the *Draft Summary of Achievements & Challenges – Future Directions 2008-2010* which had been tabled at the AGM held on 29 August 2010. Carried.

4. Reports

4.1 Treasurer's Report (financials circulated by email)

4.1.1 Statement of Accounts

Jill Taylor moved and **Lorraine Vass** seconded that the Statement of Accounts be received and noted.

4.1.2 Approval for Expenses Reimbursements

John Meany moved and **Coralie Tarlinton** seconded that claims for reimbursements to be lodged by Peter Graham, Georgina Whaley, Coralie Tarlinton, Brian Chetwynd, Australian Seabird Rescue, Ilona Roberts, Julia McConnell, Lorraine Vass, Meredith Ryan and accounts paid to The Centre, Australia Post, Mercure Sydney, Feedback Café & Catering, Wildlife Preservation Society of Australia Ltd

and AON Risk Services Aust. Ltd be approved for payment. **Carried**

4.1.3 Change of address on Reimbursement Form

Georgia Whaley moved and **Shona Lorigan** seconded that the address for reimbursement requests on the Funds Requisition form be changed to the postal address of the Treasurer. Carried.

Matter arising:

Julia requested that reimbursement cheques be cashed before the end of the financial year.

4.2 Insurance Officer's Report

Shirley reported that three incident notifications had been received: two from WIRES and one from NANA. None had required further action.

The 2011-12 premiums will cost \$22,193.50, however the invoice has yet to be forwarded. Public and products liability coverage applies anywhere in Australia and covers food served that results in illness.

Audrey Koosmen moved and **Georgie Whaley** seconded that a letter of thanks acknowledging the assistance provided to the Insurance Officer by contact staff be sent to AON. Carried.

Action: Shirley to provide the Secretary with information sufficient to draft a letter of thanks.

4.3 Membership Officer's Report

Reps were reminded that the onus rests with members to officially notify the Secretary about changes to their representatives or their contact details.

Matter arising: Rochelle advised that ASR had accepted Marny Bonner's resignation as Alternate Representative. Kathy Southwell, ASR's Admin. Officer, will be her replacement. The change will be notified on letterhead in due course.

Audrey Koosmen moved and **Lorraine Vass** seconded that the Secretary write a letter of thanks emphasising Marny's encouragement of ASR to join the Council, and wishing her well in the future. Carried.

4.4 Media Officer's Report (None)

4.5 Nature Conservation Council of NSW (NCC) Report

Lorraine presented a brief report confirming she had forwarded to the discussion line:

- (i) Response from the Department of Local Government to NCC Chair regarding the cat management provisions of the *Companion Animals Act 1998*,
- (ii) Notice of the NCC regional meeting at Bateman's Bay and also the Murray Darling Basin Plan Forum,
- (iii) Nature News Online, and
- (iv) Notification of the 2011 Annual Conference dates: 29 and 30 October 2011 in Sydney.

4.6 Secretary's Report (including significant correspondence)

Brian tabled the list of correspondence in and out for the period February – May 2011 circulated by email on 25 May. The surname of NANA's secretary [Jenny] Packwood and the group's name change to Wildlife Rescue South Coast Inc. were noted.

Two additional items of incoming correspondence were tabled: The invitation to the Public Officer to attend an incorporated associations seminar and also the newsletter of the Queensland Wildlife Rehabilitation Council (QWRC).

John Meany moved and **Coralie Tarlinton** seconded that the correspondence be received and noted.

The suggestion by Brian that he take on compilation of an Action List during the meeting which would be expeditiously circulated to the Executive for action and then forwarded to representatives was agreed to unanimously.

Matter arising

Reference was made to an article on page 26 of the QWRC newsletter regarding the statement by the recently appointed Wildlife Rescue and Rehabilitation Co-ordinator for RSPCA Queensland that the [RSPCA] 1300 ANIMAL rescue service which is currently operating in Queensland “will eventually go national”. The recent consultation of wildlife rehabilitators by Queensland’s Department of Environment and Resource Management (DERM) about their exploration with RSPCA Qld on various aspects of the management and regulation of wildlife rescue, care and rehabilitation in that state, was also noted.

Action: Brian to circulate the link to the newsletter in order to facilitate any further discussion on state-wide rescue phone numbers.

At this point the Chair reported that the Executive had met on Thursday evening, providing a summary of topics discussed, most of which appear on the agenda.

5. **General Business**

5.1 Resignation of Stan Wood, WIRES Rep. and Vice President

Stan’s resignation as the WIRES delegate from the Council on 17 May was received with universal regret. Audrey and several others around the table who had worked with Stan over several years spoke highly of his commitment to establishing the NWC, his considered contribution, humour, encouragement, tolerance, personal kindness and warmth in making new reps welcome .

Audrey Koosmen moved and **Lorraine Vass** seconded that the Secretary prepare a letter to Stan, thanking him for the enduring contribution he made over the life of the Council and also for his support of and kindness to his Executive colleagues. Carried.

Action: Brian to prepare the letter in consultation with Audrey.

5.2. Filling of Casual Vacancy – Vice President

The Secretary referred to his email of 20 May announcing the casual vacancy created on the Executive by Stan Wood’s resignation and calling for expressions of interest in filling the position by 5pm Tuesday 24 May 2011. The only interest expressed in the position was by Lorraine Vass.

Georgia Whaley moved and **Ilona Roberts** seconded nomination of Lorraine Vass to the position of Vice President, thus filling the casual vacancy until the annual election of office-bearers at the AGM to be held in August 2011. Carried.

5.3 Strategic Planning De-brief

General support was expressed for the structure, content and participation in the strategic planning workshop facilitated by Lynn Webber on the previous day.

The next step is for Lynn to massage the strategic actions identified and prioritized into a consultation draft for discussion. As Lynn will be on leave during some part of June, the proposed estimated date for receipt of the draft is early July.

5.4 Governance Issues

Brian advised that the new *Associations Incorporations Act 2009* and *Associations Incorporation Regulation 2010* commenced on 1 July 2010 and that he had drawn to the Executive's attention a responsibility to examine certain issues of governance, namely declarations of interest, governance structure, expenditure protocols, executive communications and decisions-making etc. over time and report back to the Council on any changes required to the present operational procedures.

The Executive is especially mindful of the requirement to disclose any potential conflict of interest which has been added to the statutory obligations of committee members as well as of office-bearers. At its meeting the Executive resolved to introduce a simple protocol at the AGM to address this obligation.

Brian Chetwynd moved and **Peter Graham** seconded that the Executive draw up an action plan for identifying and prioritizing any issues of governance to which consideration needs to be given, seeking external advice as required and reporting recommended action back to the Council on completion of examination of each matter. Carried.

Actions: Secretary to prepare a register of interests.

Secretary to prepare a report on governance issues, taking into account the Public Officer's feedback from the Incorporated Associations Seminar, for the Executive's consideration and reporting back to the Council.

5.5 NWC Minutes

At the Chair's behest, the Executive, had discussed the accessibility of the Council's minutes over the six years of its existence.

Audrey Koosmen moved and **Peter Graham** seconded that the Secretary bring together hard copies of the minutes of the Council's general, special and annual meetings for signing by the Chair before the August meetings. Carried.

Action: Secretary to assemble minutes; Chair to sign.

5.6 Paid Assistance Options

Julia spoke to the report she had circulated on Paid Assistance Options. In the ensuing discussion a number of issues were raised including continuity, capacity building, minute-taking options, whether or not the Council wants to become an employer and the possibility of finding applicants with industry knowledge from within member groups.

Of particular interest was an offer by Rochelle Ferris of Australian Seabird Rescue (ASR), which is already an employer and where project-based employment is the norm, to put in writing by Friday 3 June a proposal for the Committee's consideration based on casual secretarial assistance at approx. \$40 to \$45 per hour over a six-month period including an outline of achievements to be expected in that time and invoiced by ASR.

Helen Kennedy moved and **Jill Taylor** seconded that NWC accepts Australian Seabird Rescue's offer to forward a project proposal for consideration by 3 June. Carried

It was also agreed that Julia McConnell follow up on her acquaintance.

Actions: Australian Seabird Rescue to forward a proposal along the lines outlined by Rochelle.

The Executive will draw up a position description and duties for a possible part-time position.

5.7 Meeting with The Hon Robyn Parker MP, Minister for the Environment

Audrey had advised that a request for an appointment with Minister Parker has been registered. It was unanimously agreed that the Secretary should now follow that up by formal letter, congratulating the Minister on her portfolio, introducing the NWC and requesting a meeting as soon as practicable to discuss wildlife matters of mutual interest including improved koala protection measures (as per Coalition policy) and reptile issues.

Action: Secretary to write to Minister Parker, congratulating her on her portfolio, introducing the NWC and requesting a meeting as soon as practicable to discuss wildlife matters of mutual interest including improved koala protection measures (as per Coalition policy) and reptile issues.

5.8 State Disaster Donations

The Working Group's investigations have identified tax deductibility status an essential component of any fund model to receive public donations prompted by a state disaster. Enquiries made of the Department of Sustainability, Environment, Water, Population and Communities in regard to the Council making application for inclusion on the Register of Environmental Organisations (REO) has identified the first step being establishment of a public fund according to the 2003 guidelines which entails formation of a separate management committee.

Jill Taylor moved and **Ilona Roberts** seconded that the name of the proposed fund be the NSW Wildlife Council, Inc. Public Fund and that the management committee comprise five members, one of whom is the NWC Treasurer. Carried

Various names were put forward as potential management committee members. There was also discussion about availability, and the likelihood of virtual meetings. It was agreed that the Executive would receive nominations up to COB 3 June 2011 after which four of those nominated would be invited to become members of the proposed public fund management committee.

Action: Reps to forward suggestions of persons suitable for membership of the public fund management committee to the Secretary by 3 June 2011.

5.9 Shared Database

Brian reported on a telephone conversation he had had with Daniel van Dyk in which Daniel welcomed NWC involvement in the investigations. At that stage Daniel was unable to discuss the WIRES database as he did not have access authority. That situation has since changed. Brian advised he was unable to continue co-ordinating the Working Group. Andrew Burton is now co-ordinating NWC interests.

Members were asked to briefly report on the spreadsheets or databases they currently employ and also to give some idea of the improvements they are looking for. Tweed Valley Wildlife Carers' trial of the Longgrass database was noted with interest.

Actions: Each member to send their spreadsheet and/or database fields, together with the name and contact details of their database administrator, to Andrew.

Andrew to contact Peter Richards, Principal of Toowoomba-based Longgrass Systems to discuss needs and to seek evaluation access and also Patrick Connors, Principal of Curious Developments Ltd.

Andrew and Rochelle to follow up common threads with Daniel and also refer him to Peter Richards.

5.10 NWC Website

Brian spoke to the comprehensive report and recommendations he had circulated prior to the meeting, identifying

the priority issue to be dealt with, namely the Domain Name.

Brian Chetwynd moved and **Rochelle Ferris** seconded adoption of recommendations a) to d) on p. 1 of the *Report and Information to the Committee on the NWC Website*. Carried.

Brian suggested that prior to further examination of the Website Hosting issue he and website administrator, Greg Tarlinton liaise with a view to providing the Council with a full range of future options.

The longer-term visionary summary of how NWC might like to develop its web presence which comprises sections 4 and 5 of the report has been provided for information so that needs and options are considered in the knowledge that economical and manageable solutions are now widely available.

Action: Brian to contact Greg to ascertain his suggestions regarding website content and hosting and the degree of assistance and follow-through he is able to provide.

5.11 Register of Meetings & Events

Julia offered to compile and maintain a register of meetings, conferences, events, etc. in which the Council participates to assist with annual and other reporting.

Action: Julia to design, compile and circulate register to commence 1 July 2010.

5.12 NSW's Commercial & Non Commercial Kangaroo Harvesting Zones

Peter provided some background to the disturbing emails posted by James Fitzgerald on 1 and 4 May. A contributing factor has been the extension of commercial harvesting zones. 85% of NSW (excluding National Parks and other reserved lands managed by OEHL) is now subject to commercial harvesting of kangaroos.

The Chair's discussions and correspondence with Nicole Payne, Manager of the Kangaroo Management Program, 4 May provided additional information including the advice that the present Kangaroo Management Plan expires at the end of 2011. A new draft Plan will be on public exhibition around late June/July.

There was general agreement that commercial kangaroo harvesting is here to stay and that the Council's task is to focus on reform of existing policies and processes. Peter read out six points he had given thought to and undertook to provide a draft document on the points he had mentioned for the purpose of seeking advice from the Environmental Defender's Office (EDO).

Peter Graham moved and **Brian Chetwynd** seconded that the NWC prepares a submission with the assistance of the EDO and other relevant organisations on the draft Kangaroo Management Plan 2012-2017 during its public exhibition. Carried.

Actions: Peter to provide to the Secretary by 3 June a written outline of the issues he raised during the meeting for circulation to the Executive and then the full list.

Contact the EDO to ascertain their interest in this area of policy reform and the assistance they can provide.

5.13 Flying Fox 'standards' meeting

Audrey reported that nine groups participated in the consultation meeting held on 23 February 2011 and that a draft document would be in circulation by 30 June.

5.14 Single Species Licences and Conferences

Audrey mentioned for information only that she is aware that some wombat and flying fox carers are interested in forming single species groups along similar lines to those already established by koala carers.

5.15 Koala Conservation Update (The saga of Federal protection for the Koala)

Lorraine spoke briefly to the report she had circulated on progress of the Federal nomination and of the Senate Inquiry.

Lorraine Vass moved and **Jill Taylor** seconded that the report on listing koala under *the Environmental Protection and Biodiversity Conservation Act 1999* is received and noted. Carried.

5.16 WIRES Rescue Phone Service

NANA has written to the CEO WIRES outlining problems their members are experiencing as a result of the WIRES rescue phone services not being manned. The letter has been copied to the Council as well as OEH.

The NARG and FAWNA reps reported similar difficulties in their respective areas.

Action: The Secretary will forward the copy together with a covering letter outlining the discussion which took place to the Secretary of the WIRES Board and copied to CEO Ms Leanne Taylor.

5.17 Wildlife and Animal Law

Lorraine spoke briefly to the report *Wildlife in Australia's Emerging Animal Law and Justice Movement*, which she had circulated

Lorraine Vass moved and **Rochelle Ferris** seconded that the information presented is received and noted and that the Council and its member groups seek out appropriate opportunities for involvement in animal law and public policy reform which will promote the well-being of native fauna. Carried.

5.18 WPSA & UTS Gala Fundraising Event

It was noted that Chair, Audrey Koosmen and Media Officer, Shirley Lack would represent NWC at the event.

5.19 NSW Fair Trading Invitation to Association Seminars

This item had already dealt with in items 4.6 and 5.4.

6. Any Other Business

6.1 Report on Hop Stop (aerosol used for the lethal control of cane toads)

The report prepared for Northern Rivers Wildlife Carers was tabled for information. It draws attention to the product's questionable standing as a humane control and to the potential damage its toxicity can inflict on native wildlife .

7. Future Meeting Dates

General Meeting No 21 & 6th AGM: 27/28 August 2011 - The Centre, Randwick

8. Close of Meeting: 4.10pm

