

# **New South Wales Wildlife Council, Inc**

## **Meeting Number 3**

Held 23 May 2006 at Department of Environment and Conservation  
Level 2, 43 Bridge Street Hurstville, 9.35am

## **Minutes**

### **1. Attendance**

#### **1.1 Present**

Lorraine Vass (FOK), Coralie Tailburton (Wildcare), Joan Hills (Wildlife Carers' Network), Alan Rose (Northern Tablelands Wildlife Carers), Ilona Roberts (Tweed Valley Wildlife Carers), Sonja Elwood Sydney Wildlife), Chris Neville (Wildlife Aid), Gwen Perry-Jones (Wildlife Arc), Steve Amesbury (NANA), Stan Wood (WIRES), Sandra Stewart (Individual Licence Holders), Audrey Koosmen (NATF) (**Chair**), Barbara Witham (Koalas in Care), Helen Kennedy (Minute Secretary), Cheyne Flanagan (Koala Preservation Society of NSW) (**via phone hookup**)

**Guest:** Kelly Waples (Manager, Wildlife Licensing & Management Unit, Department of Environment and Conservation)

#### **1.2 Apologies**

Christeen McCloud (Koalas in Care), Julie Webb (Northern Rivers Wildlife Carers)

### **2. Register of Proxies: None**

### **3. Confirmation of Minutes of Meeting held Thursday 2 February 2006**

**Moved** Alan Rose and **seconded** Stan Wood that the Minutes as circulated be confirmed. **Carried**

#### **3.1. Business Arising**

##### **3.1.1 Meeting with the Minister**

The Executive will be meeting with the Minister at his offices in Macquarie Towers on Wednesday 21 June 2006 at 11am for 45 minutes.

##### **3.1.2 Council's Business Entity**

###### **3.1.2.1. Lodgement of Constitution & Incorporation**

Stan Wood and helpers were thanked for completing the Constitution. It was agreed to apply for charitable fund raising authority with the Department of Racing and Gaming.

**Action: Stan Wood and Lorraine Vass**

###### **3.1.2.4. Preamble to Constitution – already adopted**

###### **3.1.2.4.1 Statement of Values**

**Moved** Stan Wood **seconded** Alan Rose that the *Statement of Values* set out below be adopted. **Carried**.

*In encouraging our members to achieve the stated objectives of the association, the NSW Council values the following:*

- 1. Humane and ethical treatment of all animals.*
- 2. Sharing and co-operation between all individuals and groups in the wildlife rehabilitation community.*
- 3. Continuous learning and improvement in relation to all aspects of wildlife rehabilitation.*
- 4. The principles of conservation, particularly as they pertain to Australian native animals and their habitat.*

#### **3.1.2.4.2 Code of Conduct**

**Moved** Stan Wood and **seconded** Steve Amesbury that the *Code of Conduct* set out below be adopted. **Carried**

*When acting in the course of NWC activities all members will:*

- Behave honestly and with integrity;
- Act with care and diligence;
- Treat each person with courtesy, respect and without harassment;
- Comply with all applicable laws and DEC licence conditions;
- Comply with NWC Policy and Constitution;
- Maintain confidentiality and discretion on all NWC matters appropriate to the circumstances;
- Disclose and take reasonable steps to avoid conflicts of interest (real or apparent) in connection with NWC activities and positions of office;
- Recognise and declare any situation which has the potential for a conflict of interest;
- Use NWC resources in a proper manner;
- Only provide true and unambiguous information in response to requests for information;
- Only make proper use of any position, duties, status, power or authority;
- Only act in the interests of the NWC and avoid gaining, or seeking to gain, benefit or advantage for any individual or for a member's group;
- Uphold the values, the integrity and the good reputation of the NWC;

- Only make public statements on behalf of NWC with the prior approval of the Executive;
- Recognise that majority decisions of the properly constituted NWC meetings properly represent NWC Policy.

### **3.1.2.5 NWC Logo**

Coralie tabled an additional sketch for discussion. In Melinda Fallson's absence it was agreed to hold over any action.

### **3.1.2.6 Website Development**

Agreed that Jeremy Nunn assist the Webmaster by providing back-up when Steve is unavailable.

### **3.1.3 Ratification of out of session decisions**

**Moved** Steve Amesbury and **seconded** Joan Hills that the Constitution be adopted. **Carried**

**Moved** Lorraine Vass and **seconded** Alan Rose that Sandra Stewart be confirmed as Treasurer. **Carried**

**Moved** Stan Wood and **seconded** Joan Hills that Lorraine Vass be confirmed as Public Officer. **Carried**

Changes in primary representation by NANA and Wildlife Aid were also discussed. It was agreed to accept the notification by email in both cases and noted that in future such changes should comply with Clause 3 (Nomination of representatives) of the NWC Constitution.

**Action: Steve Amesbury to update positions on Website**

### **3.1.4 NWC Patron/s**

**Moved** Sandra Stewart and **seconded** Chris Neville that resolution of this item be held over until the next meeting. **Carried**

**Action: Alan Rose to lead discussion on the group List prior to the August meeting.**

### **3.1.5. NWC Research Partnerships**

**Moved** Steve Amesbury and **seconded** Alan Rose that Recommendations 1 to 4 of the discussion paper *Research and Wildlife Rehabilitation* be adopted and that the Research Sub-Committee comprise Steve Amesbury, Gwen Parry-Jones, Audrey Koosmen, Stan Wood and Lorraine Vass. **Carried** –

**Action: Steve Amesbury to convene the Research Sub-Committee**

## **4. Reports**

### **4.1 Treasurers Report**

**Moved** by Joan Hills and **seconded** by Alan Rose that the Treasurer's Report be received and accounts as tabled be authorized for payment. **Carried**

**Matters arising:**

Receipt book to be notated pre and post incorporation. All correspondence is to be recorded on a central register from the PO Box. Secretary to forward finance related correspondence to Treasurer.

**Moved** Lorraine Vass and **seconded** Stan Wood to thank Sandra for picking up the financial role so enthusiastically. **Carried.**

**4.2 Statewide Insurance**

Stan reported on a quote from AON Risk Services Australia Ltd for personal accident/public liability insurance at about \$2.60 a head.

**Action: Stan to continue his investigations including obtaining additional quotes.**

**4.3 Grey Headed Flying Fox Working Party**

Alan advised that Working Party members would be meeting with Kelly Waples immediately after the Council meeting. Priority will be given to developing a media strategy.

Stan reported on a meeting between Sonja Elwood, Steve Amesbury and Stan with the Executive Officer, Royal Sydney Botanical Gardens. Heat stress mitigation measures have been agreed to in principle and it is hoped this will provide leverage with local government authorities which have urban colonies.

Sonja added that concerns had been expressed about water consumption. She suggests seeking authority from the relevant body to water use during these emergencies.

**4.4 Education Officer****Animal Care and Management Training Package**

A review of the package is in progress. Agreed that the Council needs to work with DEC in view of the Department's regulatory accountability.

**Action: The Executive to follow up with Kelly Waples**

In regard to the request for information about the Council, emphasis will be given to DEC's regulatory role.

**Action: Sandra and Lorraine to respond. The Department's *Rehabilitation of Protected Fauna Policy* will be included in the material. The response will be posted on the Council's Website.**

**RSPCA Education Programme**

The arrangement is that the Council will provide lesson plans and the RSPCA will write the training materials. NWC logo (when available) and contact details will be included on all training materials.

The RSPCA has requested photos for training purposes which may raise copyright issues.

**Actions:- Sandra to continue pursuing the Council's involvement in the RSPCA Education Programme.**

**Stan to post WIRES' copyright agreement to discussion List.**

**Finalized material to be put up on the Website.**

**Local Government Working With Schools and Programme Proposal**

Sandra's primary interest is in preparing material on the Council's Website for links with this and other programmes.

There was in principal agreement to her road kill campaign proposal (the tabled brochure being just one aspect of a wider campaign).

**Action:- Campaign structure to be discussed further on List.**

**Guest: Kelly Waples, Manager, Wildlife Licensing and Management Unit, Department of Environment and Conservation spoke on the general theme of the Department and the Council working together**

- Agreement that the *Rehabilitation of Protected Fauna Policy* is in need of review. The process will be initiated by DEC and a draft or presentation will be made to the Council to enable discussion of relevant items of concern. No set timeframe  
**Action: Kelly to advise commencement of the review process.**
- Agreement that Species guidelines need development and that existing guidelines, e.g. Koalas, require updating:  
**Action: Council to recommend priority listing and to indicate the level of assistance that can be provided to the Department.**
- Noted that DEC is currently conducting a review of its wildlife management functions and activities with a view to making changes where necessary. This may include some structural/position changes. Restructuring proposals have yet to be finalized and would not come into place for at least 18 months.
- Noted that Council members are frustrated with Department's reporting regimes and the lack of interest in statistical data collected and rehabilitators' knowledge. \$230,000 being spent on current survey cited as case in point.  
**Action: Discuss information for which DEC has a use and the format of information that groups and individual licence holders can provide at the August meeting.**
- Noted that the 7 day holding period is causing considerable problems. The Executive is meeting with the Minister on 21 June 2006 to discuss this and other issues.
- Noted that DEC does not have any formal relationship with Vets or Vet peak bodies.
- Noted that the Council's role should extend to mediation between individuals and groups as it is closer to the issues.

- Agreed that Departmental communication of Wildlife issues will be through the Council for groups but Individual Licence Holders will be contacted directly.
- Noted that funding administered by DEC Head Office will be directed through the Council., Regional offices may still provide discretionary funding to their local groups.
- Ministerial discretionary funding for emergency situations can be accessed by petitioning the Minister. Typically amounts in the vicinity of up to \$5,000 are available.
- Noted that the Council and the Department should develop a joint approach with issues associated with TAFE courses.
- Agreement that a Department representative is welcome to sit in on Council meetings.  
**Action: Secretary to forward Minutes and agendas to the Unit Manager to assist in scheduling items of interest for mutual convenience.**
- Noted that the Department's expectation of the Council is broadly as a consultative body, to facilitate communication exchange and provide a forum for working together to achieve state-wide consistency and agreement on issues and policies.

Audrey thanked Kelly for attending and being part of the meeting, reiterating the opportunity for developing a closer and more effective relationship with the Department over time. Thanks was also extended for the delicious lunch provided by the Department and for the phone link-up.

## 5. General Business

### 5.1 Fundraising Options

Agreed to investigate raffling the donated sapphire ring and scanner, aiming to draw on St Valentine's Day 2007.

**Action: Members to consult groups on their preparedness to sell tickets (@ \$2.00 each) in order to establish number and size of raffle books required.**

### 5.2 NWC Newsletter

Agreed that the Council will issue a quarterly Newsletter to be prepared by a Sub-Committee comprising Sandra Stewart and Steve Amesbury. Sandra will take the lead role.

**Action: quarterly publication of the Newsletter on the Website (PDF format), to be timed between Council meetings from approximately the end of June**

### 5.3 Relationship with RSPCA

Agreed to invite Andrew Wozniak, the NSW President to address the August meeting

**Action: Secretary to write letter of invitation.**

**5.4 Position on National Wildlife Rehabilitation Body**

Agreed that those participating in the National Body discussion list continue to monitor and share any information of interest via the List.

**5.5 4<sup>th</sup> National Wildlife Rehabilitation Conference**

Papers are being called for the Conference which will be held on August 25 to September 1 in Darwin. See website: NWRC.com.au

**Action: Discuss on List the presence Council wants at the Conference - presentation, stall, etc.**

**5.6 Annual General Meeting**

Agreed to hold the first Annual General Meeting early November 2006

**6. Correspondence**

**Moved** Lorraine Vass and **seconded** Alan Rose that the outgoing correspondence as listed in the agenda be endorsed and listed incoming correspondence received. **Carried**

**7.0 Other Business**

**7.1 Writing up Species Standards**

Sandra suggested identifying species specialists to work on writing up guidelines and standards. WIRES is presently developing standards on reptiles and raptors.

**Action: Stan to recommend to WIRES' State Management Committee that drafts be circulated to Council when further advanced.**

**7.2 Wildlife Awareness Week**

2<sup>nd</sup> week of July

**7.3 State-wide Wildlife Rehabilitation Map**

Chris asked about the existence of a map depicting the area each group covers to help with referring members of the public to the most appropriate wildlife organisation. The Department has no such map.

**8. Future Meetings**

Next meeting will be held on Tuesday August 8, 9:30am start at DEC, Bridge Street, Hurstville.

**Action: Chair to book Level 3 Conference Room**

**9. Close of Meeting: 4:25pm**