

**NSW Wildlife Council, Inc.
Meeting Number (13)**

**Thursday 19 February 2009
Department of the Environment & Climate Change
Bridge Street, Hurstville, NSW
9:30 am**

Minutes

- 1.0 Meeting Opened** at 9:35am.
The Chair, Audrey Koosmen NATF noted that there were insufficient members to form a quorum, but it was decided to continue with the meeting considering that most people had travelled very long distances to attend and there is a very full agenda to be covered. It was agreed that any decisions taken will be ratified at the next meeting.
It was also noted that whilst this situation is disappointing it is the first time the Council has failed to achieve a quorum.
Audrey Koosmen NATF welcomed Carmel and Frances Woods who have kindly volunteered to act as our minute takers.
- 1.1 Present:** Audrey Koosmen NATF, Julia McConnell IGLs, Stan Wood WIRES, Shirley Lack NARG, Phil Machin NARG, Gwen Parry-Jones Wildlife ARC, John Donnelly NTWC, Ilona Roberts TVWC, John Gorham FAWNA, Barbara Witham KIC, Carmel & Frances Woods Minutes.
- 1.2 Apologies:** Lorraine Vass FOK, Marny Bonner ASR, Don Gowing Wildlife ARC, Greg Tarlinton Wildcare Q, Coralie Tarlinton Wildcare Q, Paul McLeod KIC, Bruce Mulligan Wildlife Aid, Sonja Elwood SMW, Paige Sinclair PPP, Elena Guarracino LAOKO, Gwen Seznec NRWC, John Meany NANA
- 1.3 Teleconferencing:** None
- 1.4 Guest(s):** Ron Haering DECC, Daniel Van Dyk DECC, Dr Miranda Gott DECC & Brendon Neilly DECC.
- 2.0 Register of Proxies:** No proxies were registered
- 3.0 Guest Speakers:**
- 3.1 Non Releasable Natives:** (Brendon Neilly DECC)
Brendon provided a summary (Attachment 1) of the issues concerning the keeping of permanent care animals. In mid 2008 DECC conducted a survey of the NSW wildlife groups and individual licensees with regard to the numbers and type of permanent care animals held by groups and individuals in addition to those animals held for more than six months.
Brendon noted that of 298 individuals, 87 of these were Grey-headed Flying fox with the next most commonly held species being the Blue Tongue lizard of which only 14 had been declared. Brendon questioned why there are so many Flying foxes and suggested that the Council needs to look at what role these animals are playing. Are they being used for education or companion animals? Brendon said that procedures are needed regarding how these animals are managed and to ensure carer's titre levels are maintained. He felt that this is an opportunity for the NWC to encourage a more cooperative relationship between carers of flying fox.

The NWC agreed that there was a need to justify the retention of permanent care animals whether that be for education purposes or companion animals. It was agreed that animals should not be retained if there is no justification and should either be released or euthanased.

Stan Wood WIRES stated that there are ethical questions in relation to the keeping of companion animals permanently. Is it in the best interests of biodiversity and/or animal welfare?

Ron Haering DECC advised that a national recovery program for Flying Fox will commence shortly and questioned whether animals used for educational purposes are being used for training or for public education. Ron suggested that the Council can play a role in deciding when and how wildlife rehabilitators can use permanent care animals.

3.2 Minimum Standards and Native Fauna Rehabilitation Policy Review (Dr Miranda Gott DECC & Daniel Van Dyk DECC, Ron Haering DECC)

Miranda introduced Daniel who will be undertaking the review to develop minimum standards for native fauna rehabilitation. Daniel gave the NWC an overview of the way ahead and he stated he would be using the 'framework' document as a guide for the Steering Committee. He expects the work to be complete by the end of 2009. Initially he is planning on monthly meetings of the Steering Committee. The NWC has not yet selected its members of the Steering Committee (x5) and NWC has not yet responded to the minimum standards framework document. Miranda said she would develop a Job Description for the Steering Committee members and provide to us by close of business tomorrow (20th February).

NWC members were asked to nominate by 9 Mar 09. It was agreed that the NWC Executive would select the NWC Steering Committee members if there were more than five nominees.

Groups have until 5pm, 16 March 09 to have their comments on the framework back to Daniel. Daniel is to provide his email address and one person on the Steering Committee will be nominated to be a point of contact for him.

Ron stated that DECC do not want this to be a DECC document, but an NWC document. If we allow it to be a DECC document it will be our own fault by default. NWC agreed to pay travel costs for Steering Committee members attending these meetings.

It was pointed out that members of the Steering Committee do not necessarily need species knowledge but rather communication skills and the ability to gather information from those with species expertise.

Miranda advised that if the NWC are unable to provide 5 members then they will be happy with that and will reduce the DECC and independent members accordingly.

Miranda and Ron also provided an update on the native fauna rehabilitation review that has yet to start and other policy updates taking place, including improving the outcome of issuing Section 120 & 121 licences to cull animals, the keeping of animals by hobbyists, review the marine fauna program, a seized animal policy review and State response to deceased wildlife.

Ron spoke of the Special Investigation unit under the control of Russell Harrison (Manager, Special Investigations Unit) which will place an investigation unit in each Regional branch of NPWS.

Audrey thanked the DECC staff for their input into the meeting.

Actions:

- Provide a Job Description for the Steering Committee members by COB 20 Feb 09 (Dr Miranda Gott DECC)
- Publish the job description for the Steering Committee members (Audrey Koosmen NATF)
- NWC members to nominate for the Minimum Standards Steering Committee by 9 Mar 09 (Audrey Koosmen NATF and All)
- NWC member groups to comment on the minimum standards framework document by 16 Mar 09 (Audrey Koosmen NATF and All)

4 Previous Meeting No 12 held on Sat 8 Nov 09**4.1 Adoption of Minutes****4.1.1 Amendments to Minutes**

There was some discussion around the content of the previous minutes which due to a lack of quorum could not be adopted.

Motion: That some documented discussion be replaced with dot points (for and against) in Items 3.1 and 4.2.6.

Proposed: Stan Wood WIRES

Seconded: Julia McConnell IGLs

Carried: Unanimously

Action: Stan Wood WIRES to provide alterations
Julia McConnell IGLs to amend minutes and circulate online.

4.1.2 Review Content of Minutes

Elena Guarracino LAOKO was not present.

6.9 Item Brought Forward From General Business**6.9.1 Resignation of Secretary**

Sonya Elwood's resignation was accepted. Audrey thanked Sonya for her contribution over the last few years and hoped she would continue to support the NWC.

6.9.2 Appointment of Secretary

Audrey Koosmen NATF called for nominations from the floor to fill the vacant position of Secretary.

With the help of the minute takers and others, Shirley Lack NARG agreed to act as the (interim) Secretary. Shirley's nomination will be ratified at the next meeting. There were no other nominations.

Action: Ratify Shirley Lack's nomination as the NWC Secretary at the next NWC meeting. Audrey Koosmen NATF

6.10 Brought Forward**6.10.1 Ratify Position of Minute Taker**

Carmel and Frances were ratified as the NWC Minute Takers. A new laptop and memory sticks have been purchased for this purpose. The Secretary to retain the

laptop and one memory stick to be used by the Minute Takers, the other held by a member of the executive.

6.10.2 Welcome to Minute Taker

Audrey expressed the NWC's delight to have Carmel and Frances onboard. It will make the task of the Secretary so much easier.

4.2 Business Arising

4.2.1 Minimum Standards (Marny Bonner ASR)

This topic was covered earlier at Item 3.2. Marny Bonner ASR was not present.

4.2.2 Telstra Sponsorship (Coralie Tarlinton Wildcare Q)

Coralie Tarlinton Wildcare Q was not present. Issue deferred.

4.2.3 Memorandum of Understanding NWC/DECC/RTA Update (Audrey Koosmen NATF)

With both DECC and the RTA reluctant to enter into a Memorandum of Understanding with the NWC, it was agreed to write to them and outline the NWC position. This would provide a vehicle for discussion in the future.

Julia McConnell IGLs pointed out that whilst DECC have stated they are unable to enter into an MOU with any group or individual that they licence, the Council itself is not licenced and therefore does not fall into this category. She further stated that it is not clear what the relationship between DECC and the Council is, nor what is expected of either party, therefore an MOU would be helpful in clarifying the position of both parties.

Action: Write a letter to the DECC and RTA with regard to the NWC's understanding of our relationships (Shirley Lack NARG and Phil Machin NARG)

4.2.4 Public Gift Fund (Julia McConnell IGLs)

Whilst at the previous meeting the pursuit of the Council to achieve membership of the Environmental Register of the Department of Environment and Water was effectively canned, Julia pointed out that this decision was made because the Council need to be actively seeking funds which it has not. However since that decision was made Elena Guarracino was elected to the position of Revenue Officer and is now tasked with the fundraising role. Julia stressed the importance of funding and that it is important that we continue to pursue this issue.

Action: Julia McConnell IGLs to continue the pursuit of our Public Gift Fund status.

4.2.5 Native Animal Keepers Consultative Committee (Stan Wood WIRES)

Stan Wood WIRES advised that there had been no further updates from this committee relevant to the issue of sale of Reptiles in pet shops. The last meeting had been held in January. The NAKCC meeting had, as a guest, Russell Harrison, head of DECC's Special Investigation unit and Stan suggested that he be invited to a future NWC meeting as his advice on this unit is relevant to wildlife rehabilitators.

4.2.6 RBG/DECC Flying Fox Camp Management Policy (Ilona Roberts TVWC)

Ilona Roberts TVWC updated the NWC on the developments taking place with the proposed relocation of flying foxes from the Sydney Royal Botanic Gardens. DECC has issued a Section 95(2) Certificate to the Botanic Gardens Trust (BGT), including a large number of conditions that must be met before any translocation attempts can be made. The NWC felt the conditions would be difficult for the BGT to meet. However the issuance of a Certificate brings the likelihood of a translocation attempt closer.

DECC has included the NWC in the Certificate conditions to the effect that BGT must negotiate the rescue and rehabilitation of any injured animals with the Council. Whilst there is merit in having the BGT negotiate with the NWC on this matter, Phil Machin NARG felt that DECC should have contacted the NWC and not assumed agreement without consultation. The BGT has not formally approached the NWC on this issue.

Stan Wood WIRES reported that he had been unable to issue the press release. He also advised that at this stage the Federal licence has not been issued, although DEWHA have declared the relocation a "controlled Action" which implies rigorous conditions from the Federal Government which, combined with the DECC conditions imposed will make it difficult for BGT to comply. The NWC's role is to ensure that BGT do comply and don't ignore the conditions.

Action: Draft a letter to BGT expressing the NWC's opposition to the proposed relocation. (Ilona Roberts TVWC).

Action: Draft a letter from the NWC to DECC concerning the need to consult in the future. (Phil Machin NARG)

Action: Draft a letter to Peter Garrett, Minister for the Environment, Water, Heritage and the Arts, thanking him for making this a controlled action. (Shirley Lack NARG)

4.2.7 Refit to Coal Trains (Bruce Mulligan Wildlife Aid)

Bruce Mulligan Wildlife Aid was not present. Matter deferred.

4.2.8 National Wildlife Council (Lorraine Vass FOK)

Lorraine Vass FOK was not present. Matter deferred.

4.2.9 Euthanasia of Small Animals (Bruce Mulligan Wildlife Aid)

Bruce Mulligan Wildlife Aid was not present. Matter deferred.

4.2.10 Kangaroo Management Plan (Stan Wood WIRES)

Stan WIRES advised the NWC that WIRES had written to DECC on this matter with a view to improving the control of the issue of S120 & 121 licences to cull animals. It was felt that the NWC should write to DECC also and Stan would forward a copy of his letter to the NWC for reference.

Action: Stan Wood WIRES to provide dot points to Shirley Lack NARG for inclusion in a letter to the Director General, Michael Wright, DECC. (Stan Wood WIRES)

Action: NWC to write to DECC on this issue, copy to Dr Miranda Gott (Shirley Lack NARG)

4.2.11 National Koala Action (Lorraine Vass FOK)

Lorraine Vass FOK was not present. Matter deferred.

4.2.12 National Koala Symposium (Lorraine Vass FOK)

Lorraine Vass FOK was not present. Matter deferred.

4.2.13 Wildlife Rehabilitation Membership (Stan Wood WIRES, Audrey Koosmen NATF)

Stan Wood WIRES reported that he had not contacted the Department of Fair Trading in relation to proxy voting and types of meetings.

Audrey reported that she had advised DECC about the outcome of the results of Item 4.2.6 of the previous meeting No 12 (NARG's motion)

4.2.14 Removal of Wildlife Signage (Stan Wood WIRES, Elena Guarracino LAOKO, Greg Tarlinton Wildcare Q)

Stan understood that the signage that had been removed in Wildcare's area had been put back in place. Discuss at the next meeting when Wildcare Q and LAOKO reps are available.

Action: Contact Steve Smith RTA and Greg Tarlinton Wildcare Q about this matter. (Audrey Koosmen NATF)

4.2.14 NWC Logo (Caroline Enfield WIRES)

Audrey Koosmen NATF reported that Caroline had sent something to herself and Sonja Elwood SMW. Audrey felt that whilst a logo was needed it did not have a high priority at this time, but offered to follow this up

Action: Pursue this matter - contact Caroline Enfield WIRES (Audrey Koosmen NATF)

4.2.16 Meeting with the new NSW Minister for Environment and Climate Change & the Shadow Minister (Audrey Koosmen NATF)

Audrey Koosmen NATF reported that she has made contact with the Minister's Office and is trying to arrange a meeting between us sometime in March. Audrey also advised that she has not made contact with the Shadow Minister as yet.

Action: Pursue this matter with both the Minister and Shadow Minister. (Audrey Koosmen NATF)

4.2.17 NWC Impact Statement (Phil Machin NARG)

Phil Machin NARG briefed the NWC on the status of the Impact Statement development. Only eight members out of 24 and 1 out of 35 individual licensees had responded so far. The Council felt that the work was worthwhile and Phil will continue to encourage members to contribute.

Action: Develop a brief summary that we can use to take to the Minister. (Phil Machin NARG)

4.2.18 Submission to DECC re Climate Change Action Plan (Sonja Elwood SMW)

Sonja Elwood SMW was not present. Matter deferred.

5**Reports:****5.1 Treasurer's Report:** Julia McConnell IGLs

5.1.1 The Statement of Accounts was tabled.

5.1.2 Julia advised that our authorised signatories need to be updated, deleting Lorraine Vass and Sonja Elwood and adding Marny Bonner. To do this the bank needs a copy of our AGM minutes. It was decided to proceed with this now and add the new Secretary when that position has been ratified by the Council at the next meeting.

5.1.3 Reimbursement of expenses for Ilona Roberts TVWC, John Donnelly NTWC, John Gorham FAWNA, Julia McConnell IGLs, Barbara Withers KIC and Shirley Lack NARG were approved.

5.1.4 Julia advised that we can receive electronic bank statements if we sign up to phone banking which can be done over the phone. The Council decided to proceed with this.

Motion: Accept the Statement of Accounts as tabled.

Proposed: Julia McConnell IGLs

Seconded: Stan Wood WIRES

Approved: Unanimously

Action: Change authorised signatures to delete Lorraine Vass FOK and Sonja Elwood SMW and to include Marny Bonner ASR. (Julia McConnell IGLs)

Action: Reimburse members listed above as per claims received. (Julia McConnell IGLs)

Action: Sign up for phone banking and apply to receive electronic statements. (Julia McConnell IGLs)

5.2 Insurance Officer's Report: Shirley Lack NARG

Shirley advised she is now completing our application for next year's insurance and needs the Stamp Duty Exemption Certificate.

There has been one recent insurance claim involving the cost of an ambulance for a snake bite victim.

Action: Fax a copy of the Stamp Duty Exemption Certificate to Shirley Lack NARG. (Julia McConnell IGLs)

5.3 Media Officer's Report: Marny Bonner ASR

Marny Bonner ASR was not present and no report was tabled.

5.4 Revenue Officer's Report: Elena Guarracino LAOKO

Elena Guarracino LAOKO was not present and no report was tabled.

5.5 NCC Representative Report: Lorraine Vass FOK

Lorraine Vass FOK was not present and no report was tabled. Stan Wood WIRES offered to action this for the next meeting.

Action: Report to the next meeting. (Stan Wood WIRES)

5.6 Secretary's Report: (no Secretary)

Due to the resignation of our Secretary there was no report to be tabled.

6.0 General Business:

6.1 Strategic Plan: Audrey Koosmen NATF

Audrey Koosmen NATF spoke to the meeting about the Strategic Plan, advising that we have heard nothing from Helen Kennedy SMW and that she been unable to make contact despite leaving numerous phone messages and emails.

Motion: That in the future we only use independent facilitators.
Moved: Stan Wood WIRES
Seconded: Barbara Witham KIC
Approved: Unanimously
Action: That we contact the Chair of Sydney Metropolitan Wildlife requesting the return of our property relating to the Strategic Plan. (Audrey Koosmen NATF)

6.2 The Constitution: Stan Wood WIRES, Phil Machin NARG, John Gorham FAWNA

6.2.1 Stan Wood WIRES felt it wasn't a productive use of NWC's limited resources to go over the Constitution again.

6.2.2 Phil Machin NARG spoke to the meeting saying that at the last NWC meeting an anomaly had been found with the NWC Rules. It was felt by some that the definition of the ordinary/general NWC meetings was not covered and there seemed to be some confusion as to how proxy votes should be presented.

6.2.3 John Gorham FAWNA expressed his disappointment on behalf of his committee that FAWNA's proxy vote had been disallowed and felt that this was unacceptable. He was further concerned that this has not been fully discussed. Audrey Koosmen NATF apologised to John for the way the matter was handled explaining that at the time there was much confusion and agreement could not be found and further that in hindsight she should not have accepted his emailed proxy. The meeting was advised that in the future all proxy votes must be received on the form provided in the Constitution.

Whilst some Council members felt that the Rules were good enough, Phil Machin NARG felt that the Rules still need to be updated at some stage to reflect the routine meetings.

Julia McConnell IGLs felt that the Constitution could be amended in several areas to clarify various aspects of the Rules.

Motion: At the next update of the Constitution include the following words immediately after the Part 4 title "General Meetings: "As well as the Annual General Meeting and Special General Meetings, the Council will hold a routine General meeting at least three times per year. The rules below are applicable to these meetings."

Proposed: Phil Machin NARG

Seconded: Ilona Roberts TVWC

Carried: Unanimously

Action: Update the NWC Constitution in due course. (Shirley Lack NARG)

6.3 Upkeep of Contact List: Julia McConnell IGLs

As Lorraine Vass FOK is no longer keeping the NWC Contact List up to date we need to delegate this task to someone else.

Action: Contact Coralie Tarlinton Wildcare Q and ask her if she would be willing to take on the task of keeping our Member List up to date and available to the Googlegroup. (Julia McConnell IGLs)

6.4 Wildlife Watch: Julia McConnell IGLs

Julia McConnell IGLs led a discussion about the production of Wildlife Watch and asked if it could be possible to find a volunteer from the The Centre for Volunteering to take up this role. Stan Wood WIRES felt it would be too difficult for someone without a background on the Council. John Donnelly NTWC felt that he may be able to persuade one of his members who edits their newsletter to take it on.

Action: Approach the editor for NTWC to see if this could be possible. (John Donnelly NTWC)

6.5 Computer & Associated Equipment: Audrey Koosmen NATF

Audrey Koosmen NATF discussed the purchase of the laptop and memory sticks advising that the Executive had made a decision to purchase these items with the intention that the laptop be available to the Minute Takers and would then be retained by the Secretary and that the Minute Takers would take one memory stick home and the other would be held by another member of the Executive. This plan hopefully will ensure we never lose our minutes again.

6.6 With Compliments Slips: Julia McConnell IGLs

Julia McConnell IGLs stated that on many occasions she has needed 'with compliments' slips and had discussed this with Sonya Elwood SMW who was following up.

Action: Arrange for some 'with compliments' slips to be produced for the Council's use. (Stan Wood WIRES)

6.7 New Position Descriptions: Julia McConnell IGLs

It was agreed that new position descriptions were needed for Newsletter Editor, Minute Taker and Revenue Officer.

Action: Draft the job description for Newsletter Editor. (Lorraine Vass FOK)

Action: Draft the job description for Minute Taker. (Shirley Lack, NARG)

Action: Draft the job description for Revenue Officer (Elena Guarracino LAOKO)

6.8 Invitation to Scott Cardamatis: Elena Guarracino LAOKO

Elena Guarracino LAOKO was not present but had expressed an interest in having Scott Cardamatis attend a Council meeting to advise us on funding.

Action: Talk with Scott Cardamatis and Elena Guarracino. (Audrey Koosmen NATF)

6.9 DECC Policy Change – Reptiles (Julia McConnell IGLs)

This item was dealt with prior to the meeting.

6.10 Resignation & Appointment of Secretary

Brought forward and dealt with at Item 4

6.11 Adoption of Position of Minute Taker

Brought forward and dealt with at Item 4

7**Other Business:****7.1 NSW Wildlife State Emergency – NWC Capability**

In view of the outcome of the Victorian fires the Council discussed how well the NWC is prepared for such an event. NSW and Victoria differ in their wildlife rehabilitation structure, but the fundamental need to enter fires zones and rescue animals remains. A wide-ranging discussion ensued, which included the need for Group Leaders to be trained, resources needed to be considered, along with a structure to coordinate our efforts. It was noted that individuals are required to undertake specialist graining prior to entering a disaster site. It was suggested we approach DPI for financial resources to support a disaster recovery plan for the Council.

Action: Invite the Director General of the DPI to our next meeting to advise on how we can interact with them in a disaster situation. (Audrey Koosmen NATF)

Action: Write to DPI with a view to requesting funding to support the Council's disaster recovery plan. (Elena Guarracino LAOKO)

Action: Contact all groups regarding the appointment of Disaster Officers as the first point of contact in the event of a catastrophic event. (John Gorham FAWNA)

7.2 Attendance of meetings was discussed.

Action: Write to groups re non attendance and also non receipt of apologies, considering membership of Council, Insurance benefits and possible constitutional ramifications. (Audrey Koosmen NATF)

8 Future Meeting Dates/Venues

It was agreed that the meeting dates for the remainder of the year are –
Thursday 28 May 2009 at the DECC office in Hurstville.

Thursday 27 August 2009 at the DECC office in Hurstville.

Saturday and Sunday 28 and 29 November 2009. The Centre at Randwick has already been booked for this meeting.

Action: Arrange with DECC to host our meetings in May and August. (Audrey Koosmen NATF)

9 Close of Meeting

Meeting closed 3.45 pm.

Attachments

1. Summary of Issues through permanent care register – Brendon Neilly DECC
2. To Do List *either Shirley or Phil can produce a To Do List once the basic draft is agreed.*

Summary of issues identified through the permanent care register
Brendon Neilly 19022009

Summary of issues through permanent care register.

1. General

- The response from licensees was very good with only 7 of the 57 licensees not responding
- Of the 50 responses 27 indicated that they were not holding any permanent care animals
- 298 individuals, representing 57 species are being held in permanent care by the care groups/individuals who responded
- While the groups/individuals holding the animals may have more comprehensive records the level of detail provided to DECC was generally low, with some exceptions. This may have been in part due to the format of the request

2. Species

- Grey-headed Flying fox was the most abundant species with 87 animals declared in permanent care followed by Blue Tongue lizard with 14 individuals.
- Some of the species identified as companion/education animals are of concern as it would appear unlikely that these animals are used for the nominated purpose.
- There needs to be greater emphasis placed on justifying the retention of these animals. One example, a wedge tailed eagle being held as a companion to others in rehab. I can find no evidence of other being cared for by that person, or even any evidence that shows that this is beneficial.

3. Grey-headed Flying-foxes

- The NWC is encouraged to foster a more cooperative approach between groups for the care of GHFF in NSW.
- This is a species that is long lived and will be subject to future disputes as groups and management change
- The development of standard procedures/practices for the use of this species (and indeed all Chiropterans) in education and training must be developed to ensure that their use does not impact on human health
- While there are benefits derived from the housing of injured adults with other bats this practice has to be reconsidered in light of the ABL and Hendra viruses.
- Any contact between wild bats and captive bats must presume exposure to these diseases and thus subsequent contact with wild bats places the captive group squarely in the VECTOR category.
- The NWC is encouraged to carefully consider the human health implications of these practices

4. General issues

- The holding of animals in permanent care must be justified.
- It may be necessary for the NWC and DECC to objectively review the criteria for considering an animal an “education” animal.
- DPI use 24 displays per Year 1 after issue of Approval and/or Permit as a guide for the first year a licensee conducts exhibits.
- Organisations intending to hold animals for education purposes must make every effort to “use” the animals. This may mean sharing them between branches/groups and using them in a variety of settings.
- Permanent care animals are permitted to be held by the licensed groups/individuals. Each group will then nominate the person/carer who provides primary care for that animal. Please note, the animals do not belong to that carer and must remain in the group regardless of the carers status.
- I would strongly support these animals being rotated between different carers in groups or even between groups.
- As the animals are in captivity permanently what criteria are being used to assess minimum housing and care requirements?
- It may be beneficial for groups to identify education needs prior to acquiring education animals.
- There are a number of “companion” animals in care belonging to species which are solitary in the wild.

NWC TO DO LIST

Meeting Ref	Action	Lead	Remarks
13/3.2	Provide a Job Description for the Steering Committee members by COB 20 Feb 09	Dr Miranda Gott DECC	Done
13/3.2	Publish the job description for the Steering Committee members	Audrey Koosmen NATF	Done
13/3.2	NWC members to nominate for the Minimum Standards Steering Committee by 9 Mar 09	Audrey Koosmen NATF/All	By 9 Mar 09
13/3.2	NWC member groups to comment on the minimum standards framework document by 16 Mar 09	Audrey Koosmen NATF/All	By 16 Mar 09
13/4.1.1	Stan Wood WIRES to provide alterations (to parts of the Nov 08 Minutes of meeting). And Julia McConnell IGLs to amend minutes and circulate online.	Stan Woods WIRES Julia McConnell IGLs	
13/6.9.2	Ratify Shirley Lack's nomination as the NWC Secretary at the next NWC meeting	Audrey Koosmen NATF	
13/4.2.3	Write a letter to the DECC and RTA with regard to the NWC's understanding of our relationships	Shirley Lack & Phil Machin NARG	
13/4.2.4	Julia McConnell IGLs to continue the pursuit of our Public Gift Fund status.	Julia McConnell IGLs	
13/4.2.6	Draft a letter to BGT expressing the NWC's opposition to the proposed relocation (GHFF).	Ilona Roberts TVWC	
13/4.2.6	Draft a letter from the NWC to DECC concerning the need to consult in the future	Phil Machin NARG	
13/4.2.6	Draft a letter to Peter Garrett, Minister for the Environment, Water, Heritage & the Arts, thanking him for making this a controlled action	Shirley Lack NARG	
13/4.2.10	Stan Wood WIRES to provide dot points to Shirley Lack NARG for inclusion in a letter to the Director General, Michael Wright, DECC	Stan Woods WIRES	
13/4.2.10	NWC to write to DECC on this issue (kangaroo management), copy to Dr Miranda Gott	Shirley Lack NARG	
13/4.2.14	Contact Steve Smith RTA and Greg Tarlinton Wildcare Q about this matter (wildlife signage)	Audrey Koosmen NATF	
13/4.2.14	Pursue this matter (NWC logo) - contact Caroline Enfield WIRES	Audrey Koosmen NATF	
13/4.2.16	Pursue this matter (arrange a meeting) with both the Minister and Shadow Minister	Audrey Koosmen NATF	
13/4.2.17	Develop a brief summary that we can use to take to the Minister (Impact Statement)	Phil Machin NARG	
13/5.1.4	Change authorised signatures to delete Lorraine Vass FOK and Sonja Elwood SMW and to include Marny Bonner ASR	Julia McConnell IGLs	
13/5.1.4	Reimburse members listed above (see Minutes) as per claims received	Julia McConnell IGLs	
13/5.1.4	Sign up for phone banking and apply to receive electronic statements	Julia McConnell IGLs	
13/5.2	Fax a copy of the Stamp Duty Exemption Certificate to Shirley Lack NARG	Julia McConnell IGLs	
13/5.5	(Provide an NCC) report to the next meeting	Stan Woods WIRES	

13/6.1	Contact the Chair of Sydney Metropolitan Wildlife requesting the return of our property relating to the Strategic Plan	Audrey Koosmen NATF	
13/6.2	Update the NWC Constitution (re reference to General meetings) in due course	Shirley Lack NARG	Ongoing
13/6.3	Contact Coralie Tarlinton Wildcare Q and ask her if she would be willing to take on the task of keeping our Member List up to date and available to the Googlegroup	Julia McConnell IGLs	
13/6.4	Approach the editor for NTWC to see if this could be possible (produce <i>Wildlife Watch</i>)	John Donnelly NTWC	
13/6.6	Arrange for some 'with compliments' slips to be produced for the Council's use	Stan Woods WIRES	
13/6.7	Draft the job description for Newsletter Editor	Lorraine Vass FOK	
13/6.7	Draft the job description for Minute Taker	Shirley Lack NARG	
13/6.7	Draft the job description for Revenue Officer	Elena Guarracino LAOKO	
13/6.8	Talk with Scott Cardamatis and Elena Guarracino (to set up a presentation for the NWC on funding)	Audrey Koosmen NATF	
13/7.1	Invite the Director General of the DPI to our next meeting to advise on how we can interact with them in a disaster situation	Audrey Koosmen NATF	
13/7.1	Write to DPI with a view to requesting funding to support the Council's disaster recovery plan.	Elena Guarracino LAOKO	
13/7.1	Contact all groups regarding the appointment of Disaster Officers as the first point of contact in the event of a catastrophic event.	John Gorham FAWNA	
13/7.2	Write to groups re non attendance and also non receipt of apologies, considering membership of Council, Insurance benefits and possible constitutional ramifications.	Audrey Koosmen NATF	
13/8	Arrange with DECC to host our meetings in May and August	Audrey Koosmen NATF	