

## Regional Advisory Panel

<b>Meeting No. 1</b>	<b>Meeting Minutes</b>	<b>UWA CBD Office, WA Trustee Building, Level 2, 133 St Georges Tce, Perth @ 8am</b>
<b>16/03/2016</b>		

### Attendees

<b>Greg Claydon (Inaugural Chair)</b> CRC for Water Sensitive Cities	<b>Anas Ghadouani</b> CRC for Water Sensitive Cities	<b>Antonietta Torre</b> Department of Water	<b>Max Hipkins</b> City of Nedlands
<b>Jennifer Stritzke</b> Department of Parks and Wildlife	<b>Shelley Shepherd</b> New Water Ways	<b>Ben Harvey</b> Department of Planning	<b>Greg Ryan</b> LandCorp
<b>Sergey Volotovskiy</b> Water Corporation	<b>Naomi Rakela</b> EMRC	<b>John Savell</b> Department of Housing	<b>David Horn</b> GHD
<b>Bruce Young</b> UDIA	<b>Jurg Keller</b> CRC for Water Sensitive Cities	<b>Aninditha Dharma</b> CRC for Water Sensitive Cities	<b>Adri Dharma</b> CRC for Water Sensitive Cities

### Apologies

<b>Peter Davies</b> The University of Western Australia	<b>Giles Pickard</b> City of Subiaco	<b>Steve Tierney</b> City of Subiaco	
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Item No.	Agenda Topic
1.	<p><b>Welcome and Apologies</b></p> <p>The Chair opened the meeting at 8:05 am and welcomed everyone in attendance.</p> <p>The Chair acknowledged that Peter Davies, Steve Tierney and Giles Pickard are apologies.</p> <p>The Panel welcomes Adri Dharma who has begun working part-time for the CRCWSC as Western Region Project Manager.</p>
2.	<p><b>Record of Discussion</b></p> <p>The Record of Discussion from the previous Regional Advisory Panel meeting was not discussed.</p>



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3.	<p><b>Matters Arising From Previous Minutes</b></p> <p>Matters from previous minutes were not discussed.</p>
4.	<p><b>Western Region Update and Activities</b></p> <p><b><i>Next Steps for Tranche 2</i></b></p> <p>Jurg Keller joined the meeting to give an update on Tranche 2 research. An Executive Meeting was held on Friday 11<sup>th</sup> March where the next steps of the process were developed. An information package containing research activities, project ideas and project matrix was sent around to all the Regional Advisory Panels on Tuesday 15<sup>th</sup> March. 24 project ideas and 25 research activities were established, which is more than anticipated.</p> <p>The Panel is requested to identify which project ideas are most valuable and to rank these ideas based on its importance. This will inform the project team, comprising members from one or multiple Regional Advisory Panels and multiple Research Clusters to develop Project Proposals Outlines.</p> <p>Tranche 2 will commence approximately in the last quarter of FY15/16 or end of August 2016. There are still on-going projects from Tranche 1 Programs B and C. During the ranking process, it would be worthwhile to identify where and how these existing activities can be linked to some Tranche 2 projects.</p> <p>There is no confirmed funding allocation for each state; it is relatively flexible as some projects may be beneficial nationally rather than to a specific region. The projects that have the most interest and partners who want to invest, will be more likely to be funded.</p> <p>The Chair showed some concern regarding the research activities, as they are still more inclined towards the research stage rather than the adoption stage. There needs to be more focus on the adoption application type of activities to be ready for the transition over the next four years. Jurg advises that the Project Proposal Template will be modified so that it takes this into account.</p> <p><b><i>Project ranking and Research Activity selection</i></b></p> <p>The Panel decided that, aside from the Regional Manager Position, all projects identified in the WA RAP Research and Adoption Plan considered priority to go forward and of equal ranking. If any of the projects are removed, the goal of the CRCWSC would not be achieved.</p> <p>The Regional Manager Position will need to be filled sooner rather than later, and funds will be made available once this decision has been made.</p> <p>The Panel has agreed that there are two elements that are required:</p> <ol style="list-style-type: none"><li>1. The Panel will need to cross-reference the projects identified in the WA RAP</li></ol>

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	<p>Research and Adoption Plan with the one-page Cluster Research Activity proposals to ensure that all the research questions have been answered and identify anything that is missing.</p> <ol style="list-style-type: none"> <li>2. Provide suggestions of any possibilities to combine Research Activities to make it more holistic.</li> </ol> <p>Other Regional Advisory Panels should be approached to discuss where they see the Panels going forward and the Regional Manager Position.</p> <p>The Chair has advised of three activities that will need to be done:</p> <ol style="list-style-type: none"> <li>1. A sub-group to do the cross-referencing work. The sub-group members have been identified as: <ul style="list-style-type: none"> <li>• Shelley Shepherd</li> <li>• Jennifer Stritzke</li> <li>• Giles Pickard</li> <li>• John Savell</li> <li>• Antonietta Torre</li> <li>• Peter Adkins</li> </ul> <p>Shelley to collate and share the information to all Panel members out of session.</p> </li> <li>2. A sub-group to discuss with the Chair about the Regional Advisory Panel Terms of Reference.</li> <li>3. A sub-group to discuss with the Chair about the Regional Manager Position.</li> </ol> <p><b>ACTION:</b> Chair to contact other Regional Advisory Panel Chairs at the Board/EPRG/Exec Meeting on the 17<sup>th</sup> March to organise a meeting to discuss where they see the Panels going forward and the Regional Manager Position.</p> <p><b>ACTION:</b> Anin to create and circulate a Doodle Poll to determine a date for a special meeting to discuss Tranche 2 Project Ideas selection prior to the development of Project Proposal Outlines on the 16<sup>th</sup> April.</p> <p><b><i>Western Region Schedule for 2016</i></b></p> <p>2016 Western Region Activities Schedule was not discussed.</p>
5.	<p><b>Review of the Regional Advisory Panel Terms of Reference</b></p> <p>The Regional Advisory Panel Terms of Reference will be discussed at a separate meeting with a sub-group of the Panel.</p> <p>The sub-group members are:</p> <ul style="list-style-type: none"> <li>• John Savell</li> </ul>



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	<ul style="list-style-type: none"><li>• Shelley Shepherd</li><li>• Sergey Volotovskiy</li><li>• Ben Harvey</li><li>• Jennifer Stritzke</li><li>• Antonietta Torre</li></ul> <p><b>ACTION:</b> Chair to contact sub-group members to organise meeting time.</p>
6.	<p><b>CRCWSC Regional Manager Position</b></p> <p>The CRCWSC Regional Manager Position will be discussed at a separate meeting with a sub-group of the Panel.</p> <p>The sub-group members are:</p> <ul style="list-style-type: none"><li>• John Savell</li><li>• Shelley Shepherd</li><li>• Sergey Volotovskiy</li><li>• Ben Harvey</li><li>• Jennifer Stritzke</li><li>• Antonietta Torre</li></ul> <p><b>ACTION:</b> Chair to contact sub-group members to organise meeting time.</p>
7.	<p><b>CRCWSC Board Update</b></p> <p>The Board Update was not discussed.</p>
8.	<p><b>Other Business</b></p> <p>There was no other business to discuss.</p>
	<p><b>Meeting Close</b></p> <p>The meeting closed at 9:33 am.</p> <p>The Chair thanked the Regional Advisory Panel members for their attendance.</p> <p><b>Date of next Regional Advisory Panel meeting:</b> TBC (Special meeting to be scheduled as informed by the Doodle Poll).</p>

Actions	Description
1.	Chair to contact other Regional Advisory Panel Chairs at the Board/EPRG/Exec Meeting on the 17 <sup>th</sup> March to organise a meeting to discuss where they see the Panels going forward and the Regional Manager Position.
2.	Anin to create and circulate a Doodle Poll to determine a date for a special meeting to discuss Tranche 2 Project Ideas selection prior to the development of Project Proposal Outlines on the 16 <sup>th</sup> April.
3.	Chair to contact sub-group members to organise meeting time to discuss Regional Advisory Panel Terms of Reference.
4.	Chair to contact sub-group members to organise meeting time Regional Manager Position.