



WESTERN Regional Advisory Panel		
Meeting No. 9	<b>Meeting Minutes</b>	<b>WA Trustees Building, L2, 133 St Georges Tce Board Room @ 8:00am</b>
15/09/2016		

Attendees		
Greg Claydon – DoW/CRCWSC Board – Interim Chair Ben Harvey - DoP John Savell – Housing Authority/CRCWSC EPRG Sergey Volotovskiy - Water Corporation Christian Urich – CRCWSC Guest for TAP Program Joanne Woodbridge (for Naomi Rakela) – EMRC	Giles Pickard – City of Subiaco Max Hipkins – City of Nedlands Neil Burbridge – City of Armadale Shelley Shepherd – New Water Ways Inc Sonja Davidson - CRCWSC	Antonietta Torree – DoW/CRCWSC EPRG Greg Ryan – LandCorp Mike Mouritz – City of Canning/CRCWSC Board Nicholas Deeks (for David Horn) – GHD Glen McLeod-Thorpe (for Jennifer Stritzke) - DPAW Ursula Kretzer – DoW Guest for IRP2
Apologies		
Naomi Rakela – EMRC David Horn – GHD	Peter Davies – UWA Bruce Young - UDIA	Jennifer Stritzke – DPAW Anas Ghadouani – UWA/CRSWSC Western RED

Item No.	Agenda Topic
1.	<p><b>Welcome &amp; Apologies</b></p> <p>The Chair opened the meeting at 8:05am and welcomed everyone in attendance. The Chair said that he had received information from David Horn (GHD) and Jennifer Stritzke (DPAW) advising that each of them had tendered their resignations from the WRAP due to changes in their work arrangements. The Chair thanked David Horn and Jennifer Stritzke for their very supportive and valuable inputs to the CRCWSC and the WRAP since its beginnings. David Horn had informed the Chair that GHD had nominated Nicholas Deeks to be GHD's representative on the WRAP and the Chair welcomed Nicholas to the meeting. Jennifer Stritzke had informed the Chair that Glen McLeod-Thorpe would be representing DPAW at this meeting and the Chair welcomed Glen to the meeting. Glen advised that DPAW will inform the WRAP of DPAW's longer term replacement for Jennifer in due course. The Chair welcomed the attendance of Joanne Woodbridge for Naomi Rakela to the WRAP meeting. The Chair welcomed Mike Mouritz, newly appointed CRCWSC Board Director to the meeting and proposed that Mike become a member of the WRAP. This was endorsed by the meeting. The Chair advised that an approach had been made to the CRCWSC RED and then to the Chair by consultants KBR, participants in the CRCWSC in a similar way to GHD, for KBR to nominate a representative to be on the WRAP. The meeting endorsed that KBR nominate a representative to be a member of the WRAP. This information will be provided back to KBR. The Chair acknowledged that Anas Ghadouani, Naomi Rakela, Peter Davies and Bruce Young had sent their apologies.</p>



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2.	<p><b>Record of Discussion</b> The Record of Discussion from the last Regional Advisory Panel meeting held 20 July, 2016 were noted and approved by Panel members.</p> <p><b>Matters Arising From Previous Minutes</b> WRAP members noted that all actions from the previous meeting were either completed or covered by the agenda for this meeting. There were no other matters arising from previous minutes.</p>
3.	<p><b>WSC Tools &amp; Products</b> <b>TAP1 WSC Index</b> The Tranche 1 project 6.2 output (the WSC index tool) will be completed in 2 weeks. The index tool will be rolled over to IRP1. Jurg Keller and Christian Urich will continue to work on the usability of the index tool to prepare for rollout to industry. Later today (15 September), Christian is training WA industry and local govt representatives on how to use the index tool to undertake management action planning.</p> <p><b>TAP 2 WSC Integrated Modelling Tool Kit &amp; TAP3 DanCE4Water modelling toolkit</b> are sitting in the research space and have not been tested in WA. In order to make ready for industry they will need to be tested in a broader case study, in multiple regions. Christian advised that parameters need to be tweaked for WA and other regions. Christian to provide further details of the parameters required.</p> <p>The WRAP provided the following feedback on the tools and products:</p> <ul style="list-style-type: none"> <li>• The CRCWSC needs to clearly communicate where/how tools are applicable and contexts where they do not apply, e.g. the eco-hydrology and climate modules of the toolkit will not be applicable to WA.</li> <li>• The modules should be standalone so that we can use a component of the toolkit, e.g. the microclimate or economics modules, even if we can't use the toolkit in its entirety.</li> <li>• The CRCWSC tools and products should aim to link with other tools being commonly used in industry, e.g. UNDO.</li> </ul> <p>Christian confirmed that stand alone modules of the toolkits will be available, e.g. microclimate module. Nick Deeks, advised that GHD would be pleased to trial and review tools and provide general feedback.</p> <p>TAP 2 &amp; 3 main contacts are Christian and Jurg.</p> <p><b>ACTION 1:</b> WRAP contacts for the TAP projects will be Nick Deeks and Giles Pickard. Sonja to send Nick and Giles' contact details to Christian and Jurg.</p> <p><b>ACTION 2:</b> Nick and Giles to work with the TAPs team to progress a WA case study (possibly as part of a Research Synthesis project) to test and contextualise the CRCWSC tools and products for WA.</p>
4.	<p><b>CRCWSC Advisory Committee</b> John Savell attended the meeting in Melbourne as Greg Claydon's proxy. Paul Greenfield was elected as the Chairperson. TOR have been approved by the Board. The Board and the Advisory Committee are to meet annually. The RAP chairperson is the rep on the Advisory Committee. The Advisory Committee is to be a strategic committee to advise the CRCWSC executive. It will contribute to developing the Strategic 10 year plan that sets goals beyond the 2021 CRCWSC completion time. The Board, Executive, Advisory Committee and EPRG annual meeting will be held on 2 Feb 2017 and will include discussion of the new Strategic plan.</p>



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5.	<p><b>CRCWSC Board Update</b></p> <p>WRAP members noted the very useful discussions had with the Board on 25 August, 2016. The Board recognised the enthusiasm of WRAP.</p> <p>Greg Claydon and Mike Mouritz provided some comments on the Board meeting as follows: ToR for RAPs – Generic ToR with regional variations was accepted by the Board. Increased managerial tasks set out in the ToR were discussed by the Board. The WRAP felt tension with the level of managerial work required from a volunteer panel. The WRAP noted that there was an overlap of managerial work in the generic ToR with the Regional Manager role which has program management responsibilities.</p> <p>The Board clarified the process for a RAP to nominate its Chair</p> <ul style="list-style-type: none"> <li>• Chair to be nominated by RAP members</li> <li>• Nomination to be approved/ratified by the CRC WSC Executive.</li> </ul> <p>The WRAP queried the necessity of the Executive to approve/ratify the Chair given that the Chair will also sit on the CRCWSC Advisory Committee, a strategic committee that advises the Executive.</p> <p>The Board approved the IRP1 (WSC Transitions) project, noting that comments to previous drafts had been considered. The WRAP’s feedback on the draft IRP1 included that outputs from the WSC Index and other Tranche 1 outputs should feed into the Transition Strategy. The WRAP still held concerns about the work contribution for the Project Leader being shown as only 0.2 FTE. The Board indicated scoping workshops for IRPs 3, 4 &amp; 5 will be held in February, 2017.</p> <p><b>Action 3:</b> WRAP to prepare for IRPs 3, 4 &amp; 5 workshops to be held in Feb 17.</p>
6.	<p><b>Regional Executive Director Update</b></p> <p>Regional Manager job advertisement is live on UWA website and SEEK.com. Applications close 10 Oct. Further information will be on the CRCWSC website. WRAP members were encouraged to spread the word through their networks.</p> <p>There was some discussion about reporting arrangements for the Regional Manager within the UWA, noting that the UWA is employing the position on behalf of the CRCWSC, while the position acts under the strategic guidance of the WRAP and is accountable in a program sense to the CRCWSC Research Adoption Executive (currently Barry Ball located at UQ). In the absence of the WRED, Anas, from the meeting, and noting that the UWA is restructuring, the arrangements within UWA were not completely clear and further advice will be sought.</p> <p>WRAP members endorsed that a Selection Panel be created, with suggested members as follows:-</p> <ul style="list-style-type: none"> <li>• Barry Ball CRCWSC RAE</li> <li>• Anas Ghadounani CRCWSC WRED</li> <li>• Greg Claydon or John Savell WRAP</li> <li>• Shelley Shepherd WRAP</li> </ul> <p>Sonja advised that UWA HR would also be involved in the selection process.</p>
7.	<p><b>Researchers Workshop 6-7 Sept</b></p> <p><b>IRP1</b> WSC Transition Strategy and Implementation Plans (Project Leader Briony Rogers, WA Western Regional representatives Don Crawford and Cara Bourne).</p> <p>Kelly Fielding has offered to run a session with the stakeholder group “Perth WSC Transition Network” on developing community mandate.</p> <p>Water Corporation – Waterwise Councils – significant interest in running a workshop, “Engaging communities in the transition to water sensitive cities,” at the annual forum in October. Also interest in the WSC index tool. The Waterwise Council criteria will be reviewed to examine how to expand beyond water efficiency and conservation objectives and more broadly encompass the objectives of a water sensitive city. Naomi Rakela and Giles Pickard are interested in this review.</p> <p><b>Action 4:</b> Sonja to liaise with Water Corporation and research team member IRP1 Angela Dean regarding engagement opportunities.</p>



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	<p><b>IRP2 Comprehensive Economic Evaluation Framework</b>            Following on from Program A, the CRCWSC is currently developing the IRP2 project proposal to present to the Board for approval at their 24<sup>th</sup> November 2016 meeting.            Project Leader is Sayed Iftekhar, with James Fogarty and David Pannell also part of the research team based at UWA. Project to develop easy to use tools based on sound economics to assist with calculation cost and benefits of a project. Proposal to have strong industry consultation.            A Workshop for IRP2 was held in Melbourne on 8 September 2016. Ursula Kretzer attended and updated the WRAP.            Economic Evaluation Case studies are required.            2 or 3 WA representatives are invited to join the Project Steering Committee. Nominees to be end users that will have pragmatic approach and work towards great results.  <b>Action 5:</b> Inform Sayed Iftekhar that the WRAP has nominated 1.Ursula Kretzer, 2.Naomi Rakela and 3.Shelley Shepherd to join the IRP2 Advisory Committee. -  <b>Action 6:</b> Ursula to suggest Case Studies to Sayed e.g. WESROC Groundwater Restoration and Reuse Project.</p> <p><b>Integrated Research</b>            All Integrated Research Projects will have an Advisory Committee and each RAP will have a member on the committee.  <b>D5.1 Urban intensification and green infrastructure: towards a water sensitive city</b>            Project Leader Diego Romirez-Lovering (Monash University), WA component led by Geoffrey London (UWA) -            A case study infill development in the City of Belmont is currently being scoped.  <b>Action 7:</b> Sonja to inform Geoffrey London that the WRAP nominated Greg Ryan to join the Project D5.1 'Urban intensification and green infrastructure: towards a water sensitive city' D5.1 Advisory Committee. Sonja to send Greg Ryan's contact details to Geoffrey.  <b>Action 8:</b> Greg Ryan to invite Geoffrey London to 17<sup>th</sup> Nov '16 WRAP meeting to update the WRAP about Project D5.1 'Urban intensification and green infrastructure: towards a water sensitive city'. Sonja to send Geoffrey the calendar booking for 17<sup>th</sup> Nov.</p>
8.	<p><b>WA case studies, demonstration projects and Research Synthesis projects</b></p> <p><b>D1.4 'Learning through Integration and Demonstration'</b> (Project Leader Celeste Morgan, WRAP contact Antonietta Torre)  <b>Action 9:</b> Antonietta to confirm Case Studies, Synthesis Activities and Demonstration Projects with Celeste Morgan and Jamie Ewert by 16 September 2016 based on discussions held at the WRAP meeting:</p> <p><b>Case Studies</b>            Foothills Water Proofing Project – Kalamunda Managed Aquifer Recharge Project            White Gum Valley Waterwise Development Exemplar</p> <p><b>Synthesis Activities</b>            Wanju District Structure plan (DoP)            Hester Park Revitalisation Project (City of Gosnells)            Pinjar urban and industrial development (HA, LandCorp) or Nambeelup Industrial area (Landcorp)</p> <p><b>Demonstration Projects</b>            White Gum Valley            Russell Street Compensating Basin – part of the central park vision for the Morley City Centre Master Plan            Bentley living wall trial            Canning City Centre Living Stream project</p>
9.	<p><b>Knowledge Transition Tools &amp; Services</b>  <b>Capacity Building Collaboration</b> (Project Leader Barry Ball, WRAP contact Shelley Shepherd)            New WAtER Ways proposal has been tweaked by the WRAP subgroup and sent to Barry Ball.            Exemption from Procurement Processes has been sent to Barry Ball.</p>



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	<p>Milestones are currently being determined and will be sent to Barry. Shelley has commenced the project and is compiling a summary of the T1 outcomes in order to identify the applicable outputs for WA.</p> <p><b>Action 10:</b> Shelley to send T1 outputs review table to WRAP for comment.</p> <p><b>Action 11:</b> Commence scoping a plan and budget for WA capacity building for 2017/18 and beyond (item for Nov WRAP meeting).</p>
10	<p><b>General Business</b></p> <p><b>10.1 Water Sensitive Transition Network</b> The last Network meeting was held on 22 July and there were presentations on White Gum Valley and the Decision Process for Stormwater Management in WA. The Network is progressing their charter and a sub-group has been formed to work on community engagement.</p> <p><b>Action 12:</b> Antonietta to forward Water Sensitive Transition Network contact details to Sonja. Sonja will update CRM to ensure all receive CRCWSC newsletter.</p> <p><b>10.2 B1.2 Catchment Scale Landscape Planning for Water Sensitive Cities in an Age of Climate Change (Project Leader Darryl Low Chow, WRAP contact Ben Harvey)</b> 2<sup>nd</sup> Perth Scenario Planning workshop on 1 September 2016 was well attended by industry. Workshop participants requested the principles on what the policies needed to do in order to achieve WSC goals. WA also requires an analysis of the policy gaps and guidance.</p> <p><b>Action 13:</b> B1.2 Review and Analysis - Offline discussion to take place among WRAP members on how to influence B1.2 to achieve better outcomes (Ben Harvey, Greg Ryan, Mike Mouritz).</p> <p><b>10.3 Water Sensitive Index Training</b> see item 3</p> <p><b>10.4 Smart Cities Fund</b> Perth roundtable will be held on 16 Sept 2016 to introduce the Smart Cities and Suburbs Program <a href="https://cities.dpmc.gov.au/smart-cities-program">https://cities.dpmc.gov.au/smart-cities-program</a> Joanne Woodbridge will be attending and will provide update to the WRAP</p> <p><b>Action 14:</b> Joanne Woodbridge to provide update to WRAP on Smart Cities Fund</p> <p><b>10.5 B2.4 Hydrology and Nutrient Transport Processes in Groundwater/Surface Water Systems (Project Leader Carolyn Oldham, WRAP contact Antonietta Torre)</b> Two reports nearing completion and will be published soon.</p> <p><b>Action 15:</b> Shelley to liaise with Carolyn on presentation of latest B2.4 results.</p> <p><b>10.6 WRAP Deputy Chair Position</b> <b>Action 16:</b> Greg Claydon proposed that John Savell be formally recognised as Deputy Chair. All Agreed.</p> <p><b>10.7 Water Corporation workshop</b> See item 7</p> <p><b>10.8 Water Sensitive Transition Contacts</b> See Item 10.1</p> <p><b>10.9 Calendar of Events</b> Members noted a proposal for Water Sensitive Cities Conference in WA July 2017. Antonietta will provide more details when they are to hand.</p> <p><b>Action 17:</b> All WRAP members to forward to Sonja details of events that would be of interest to Western Region WSC and Sonja will keep a calendar updated for members.</p>
	<p><b>Close:</b> the meeting closed at 9:40am and the Chair thanked everyone for their attendance.</p> <p><b>Date of next meeting:</b> Thursday 17 November, 2016</p>

Actions	Description	Who	When
1.	WRAP contacts for the TAP projects will be Nick Deeks and Giles Pickard. Sonja to send Nick and Giles' contact details to Christian and Jurg.	Sonja	20/9/16
2.	Nick and Giles to work with the TAPs team to progress a WA case study (possibly as part of a Research Synthesis project) to test and contextualise the CRCWSC tools and products for WA.	Nick Giles	Ongoing
3.	WRAP to prepare for IRPs 3, 4 & 5 workshops to be held in Feb 17	All	10/11/16 18/1/17
4.	Sonja to liaise with Water Corporation and research team member IRP1 Angela Dean regarding engagement opportunities	Sonja	23/9/16
5.	Inform Sayed Iftexhar that the WRAP has nominated 1.Ursula Kretzer, 2.Naomi Rakela and 3.Shelley Shepherd to join the IRP2 Steering Committee.	Greg Claydon	20/9/16
6.	Ursula to suggest Case Studies to Sayed e.g. WESROC Groundwater Restoration and Reuse Project.	Ursula	
7.	Sonja to inform Geoffrey London that the WRAP nominated Greg Ryan to join the Project D5.1 'Urban intensification and green infrastructure: towards a water sensitive city' Project Advisory Group. Sonja to send Greg Ryan's contact details to Geoffrey.	Sonja	20/9/16
8.	Greg Claydon to invite Geoffrey London to 17 <sup>th</sup> Nov '16 WRAP meeting to update the WRAP about Project D5.1 'Urban intensification and green infrastructure: towards a water sensitive city'. Sonja to send Geoffrey the calendar booking for 17 <sup>th</sup> Nov.	Greg Claydon	Oct 16
9.	Antonietta to confirm Case Studies, Synthesis Activities and Demonstration Projects with Celeste Morgan and Jamie Ewert by 16 September 2016 based on discussions held at the WRAP meeting.	Antonietta	16/9/16
10.	Shelley to send T1 projects review table to WRAP for comment	Shelley	19/9/16
11.	Commence scoping a plan and budget for WA capacity building for 2017/18 and beyond (item for Nov WRAP meeting).	All	10/11/16
12.	Antonietta to forward Water Sensitive Transition Network contact details to Sonja. Sonja will update CRM to ensure all receive CRCWSC newsletter.	Antonietta	23/09/16



Actions	Description	Who	When
13.	B1.2 Review and Analysis - Offline discussion to take place among WRAP members on how to influence B1.2 to achieve better outcomes (Ben Harvey, Greg Ryan, Mike Mouritz).	Ben, Greg, Mike	
14.	Joanne Woodbridge to provide update to WRAP on Smart Cities Fund	Joanne	17/11/16
15.	B2.4 Shelley to liaise with Carolyn on presentation of latest results	Shelley	
16.	Greg Claydon proposed that John Savell be formally recognised as Deputy Chair, All Agreed	Greg Claydon	completed
<b>Standing Item</b>	All WRAP members to forward to Sonja details of events that would be of interest to Western Region WSC and Sonja will keep a calendar updated for members	All	ongoing
<b>Standing Item</b>	The Panel to share experiences from meetings and engagements with others in the industry.	All	ongoing