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## **MINUTES**

### **ANNUAL GENERAL MEETING**

**10.30am Australian Eastern Daylight Time  
Friday 16 October 2020**

Held Via Zoom

## In attendance

Annie Browning	Councillor	Glamorgan Spring Bay Council
Sharon Cadwallader	Deputy Mayor	Ballina Shire Council
Bev Colomb	Councillor	Mornington Peninsula Shire Council
Steve Douglas	Councillor	City of Greater Geraldton
Richard Ellis	Councillor	East Gippsland Shire Council
Susan Faulkner	Secretariat	Australian Coastal Councils Association
Peter Flannery	Mayor	Moreton Bay Regional Council
Cathy Griff	Councillor	Bega Valley Shire Council
Zac Grimes	Officer	Mornington Peninsula Shire Council
Nick Hayles	Councillor	City of Victor Harbor
Grant Henley	Mayor	City of Busselton
Alice Howe	Officer	Bega Valley Shire Council
Mark Jones	Councillor	City of Rockingham
Jill Parker	Councillor	Moyne Shire Council
Keith Parkes	Mayor	Alexandrina Council
Alan Stokes	Secretariat	Australian Coastal Councils Association
James Thomson	Councillor	Eurobodalla Shire Council
Sharyn von Bertouch	Alderman	Clarence City Council
Frank Wilkie	Deputy Mayor	Noosa Council

Prior to the commencement of the meeting a count of delegates confirmed that a quorum was present.

## 1. OPENING AND WELCOME

Chair Sharon Cadwallader welcomed those in attendance on behalf of the Association Committee of Management.

## 2. APOLOGIES

Alan Stokes reported the following apologies:

Leanne Barnes – Bega Valley Shire Council (Proxy received)  
Peter Cox – Sunshine Coast Council  
Michael Dufour – City of Greater Geraldton (Proxy received)  
Bill Jamieson – City of Onkaparinga (Proxy received)  
Clare Stewart – Noosa Council

## 3. MINUTES OF PREVIOUS MEETING

MOVED: Dick Ellis/Peter Flannery

**THAT the minutes of the Australian Coastal Councils Association Inc. Annual General Meeting held via teleconference on Friday 22 November 2019 be confirmed as a true and accurate record of proceedings.**

CARRIED

## 4.1 CHAIR'S REPORT

Chair Sharon Cadwallader provided the following report on activities of the organisation in 2019-20:

## **Overview**

Over the course of the year the Association continued to advocate in support of initiatives to help coastal councils deal with a number of major challenges.

Highlights of the 2019-20 year included:

- The organization pursued an on-going advocacy campaign aimed at achieving additional support for coastal councils in their efforts to address widespread coastal hazards;
- As part of this advocacy campaign, the Association engaged with senior Federal and State Government representatives, seeking their support for a more effective national approach to managing coastal hazards;
- The Association planned to replace its annual Australian Coastal Councils Conference with a National Forum on Coastal Hazards, to be held at Fremantle, in Western Australia, in May. Due to restrictions introduced in response to the COVID-19 pandemic, this event had to be postponed;
- As part of its advocacy campaign, the Association developed a national survey to collect data on the extent and impact of coastal hazard issues around Australia and to identify options for addressing these hazards.

## **Advocacy**

Chair Sharon Cadwallader said the Association continued to advocate strongly for additional support for coastal councils in managing coastal erosion and other coastal hazards. This involved advocating directly with the leaders of Federal and State governments and with relevant Federal and State government Ministers, seeking their support for a coordinated national approach to managing coastal hazards.

In July last year the then Chair of the Association, Barry Sammels, accompanied by Treasurer Jill Parker and Alan Stokes from the Secretariat met with the Federal Minister for the Environment, Sussan Ley MP, to discuss the matter.

They indicated that while the Australian coastal zone plays a critical role in the life of the nation, it is under increasing threat from a complex range of issues including more frequent and severe extreme weather events, rising sea levels and widespread coastal erosion and other coastal hazards. The delegation made the point that the coast is not just a local asset for coastal communities. It is a national asset that is enjoyed by all Australians. They advocated in support of a coordinated national approach to managing coastal hazards, involving collaboration between all three levels of government.

Highlighting the importance of this issue, concern over the widespread impact of coastal erosion was subsequently raised by the West Australian Premier at a COAG meeting held in August 2019. Premier Mark McGowan proposed a national cross-government approach to managing coastal erosion. In a letter to the Prime Minister, the Premier said that “valued infrastructure, homes and livelihoods are at risk due to major storm events and the global rise of sea levels.” He added this is not a problem exclusive to Western Australia, it is a national problem that needs a national response. The Prime Minister responded by referring the issue to the next Meeting of Environment Ministers, which was held in November 2019.

Chair Sharon Cadwallader said immediately following the COAG meeting, the Association initiated an advocacy campaign aimed at state premiers and environment ministers, calling on them to support the position advocated by the West Australian Premier. The Association made the point that coastal hazards are a major issue of concern to coastal councils in all states and require a collaborative approach, with the commitment and participation of all three levels of government.

The other point highlighted in these approaches was that coastal councils are at the forefront of dealing with these hazards but lack the resources to respond effectively.

At the Meeting of Environment Ministers, in November, it was decided to form a Coastal Hazards Working Group, comprising Federal and State officials, to “collate existing information on coastal erosion and inundation hazard risk management, and to propose a collaborative approach to coastal erosion for consideration by the ministers.”

Chair Sharon Cadwallader said the importance of the Association’s advocacy in relation to this issue was recently acknowledged by the President of the Australian Local Government Association, David O’Loughlin, who wrote in *ALGA News* on 24 July that:

*“the Australian Coastal Councils Association has done an outstanding job of advocating for greater investment in mitigation as well as commissioning research to better understand the risks going forward.”*

The National Forum on Coastal Hazards, which was planned to be held at Fremantle in May this year, was designed to feed into the process being undertaken by the Coastal Hazards Working Group and as a platform to strongly advocate for more support for coastal councils attempting to respond effectively to the impact of coastal hazards. However, with the outbreak of coronavirus it was decided to postpone the Forum until the event could be rescheduled at a later date with certainty.

#### **National Survey on Coastal Hazards**

Chair Sharon Cadwallader said another initiative developed by the Association during the year in support of our advocacy campaign, was a National Survey of Coastal Hazards. This was designed to collect data on the extent and impact of coastal hazard issues around Australia and to identify options for addressing these hazards.

The questionnaire for the survey was developed with extensive input from officials working with the Coastal Hazards Working Group. The final questionnaire for the survey was a comprehensive one consisting of 42 questions. Once the questionnaire was finalized it was distributed to all Australian coastal councils, with an invitation to submit data relating to the impact of coastal hazards on their local area. We are pleased to report that to date we have received 96 completed survey questionnaires from councils in all Australian states and from the Northern Territory, which are currently being analysed. The interim findings of the survey are expected to be made available within the next month.

#### **Future Earth Australia Expert Working Group**

One other matter I would like to report on is the development of a 10 Year Oceans and Coasts National Strategy by Future Earth Australia. Towards the end of the year in review, the Association received an invitation from Future Earth Australia, which is hosted by the Australian Academy of Science, to appoint Alan Stokes of the secretariat as a representative to the organisation’s national strategy Expert Working Group. The role of the Working Group is to oversee development of a 10 Year strategy which will outline the steps necessary to develop a blueprint for the sustainability of the nation’s oceans and coasts.

#### **The Year Ahead**

Chair Sharon Cadwallader said the members of the Association’s Committee of Management look forward to the remainder of the 2020-21 year with confidence. This is something we can take pride

in, given the challenges that the COVID-19 pandemic has presented to the organization over the second half of the year.

We can look forward in the months ahead to rescheduling the National Forum on Coastal Hazards, when the current restrictions are eased. The event will provide an opportunity to review the latest scientific advice in relation to managing coastal hazards and will present case studies from around Australia on the range of approaches being adopted by councils to deal with the risks. We also plan to use the Forum as an opportunity to develop a policy position in relation to coastal hazards. Planning for the program for the event is well advanced, and we look forward to announcing further details when available.

The Association will also continue to advocate for increased levels of funding for climate science research programs conducted by CSIRO and other relevant research organisations. This is essential to ensure Australia's coastal populations and assets are adequately prepared to address the adverse effects of climate change impacts, including the impact of rising sea levels and more severe extreme weather events.

At this point, I would like to acknowledge the tremendous effort and support of the members of the Association's Committee over the past year, in particular the contributions of Deputy Chair Sharyn von Bertouch and our Treasurer Jill Parker. I would also like to acknowledge the contribution and support of the other state representatives on the Committee:

James Thomson (NSW)  
Peter Flannery (QLD)  
Keith Parkes and Nick Hayles (SA)  
Annie Browning (TAS)  
Dick Ellis (VIC)  
Steve Douglas and Mark Jones (WA)

I would also like to acknowledge the contribution of former Queensland representative, Julia Leu, who missed out on being re-elected to Douglas Shire Council earlier in the year. We look forward to welcoming a new Queensland representative on the Committee – Cr Peter Cox of Sunshine Coast Council, who was elected this week to fill the casual vacancy.

And I would like to place on the record the Association's sincere appreciation for the tremendous contribution by Treasurer Jill Parker, who has had responsibility for managing the Association's finances for the past six years. Jill has decided not to stand for re-election to Moyne Shire Council at the forthcoming local government elections in Victoria. On behalf of the entire Committee I would like to commend Jill for the major contribution she has made to the work of the Association since being elected to the Committee in 2011, and particularly for her role as Treasurer, which she has performed since August 2014. Not only has she played a key role in the work of the Association over that time, she has also been closely involved as an advocate for the coast in her role as a member of the former Victorian Coastal Council and the Western Coastal Board in Victoria. Her wise counsel will be missed.

Chair Sharon Cadwallader said it is a privilege to work with such a group of people who are passionately committed to protecting the coastal environment and advocating in support of a better deal for coastal communities. And in closing this report, on behalf of the Committee, I would like to acknowledge the considerable efforts on behalf of the Association that have been made by Susan Faulkner and Alan Stokes of the Secretariat over the course of the year. That concludes my report.

Treasurer Jill Parker queried whether the Chair's report could be distributed to member councils because it provided a very good idea of the current position of the Association. Alan Stokes said the

minutes of the meeting, including all reports in full, would be distributed to the entire Association distribution list in the following week.

MOVED: Dick Ellis/Mark Jones

**THAT the Chair's Report be received.**

CARRIED

#### **4.2 Financial Report**

Treasurer Jill Parker presented the Financial Statements of the Australian Coastal Councils Association Inc. for the Financial Year ending 30 June 2020 and reported on the following key aspects contained in these Financial Statements:

- The total net assets of the Association as at 30 June 2020 were \$25,464.22.
- In addition, there were receivables of \$4,645.48 for a Related Third Party Loan
- Total income for the year was \$136,381.55.
- Total expenses were \$143,890.33
- The Financial Statements indicate total liabilities of \$10,301.26 for \$305.67 GST payable to the ATO and \$9,985.59 for advance payments of 2020-21 membership.
- The result for the financial year ending 30 June 2020 was an operating loss of \$7,508.78.
- The main source of income for the Association continues to be membership fees. Income during the year has been affected because the Forum could not be held as planned.

Treasurer Jill Parker said she had monitored the use of the monies received and spent by the Association to achieve maximum return that we are able to get for member councils. At each monthly meeting the Committee of Management receives reports on the year to date operating results compared to budget estimates for the financial year and Cash Flows are also prepared for Committee meetings on a regular basis. A final matter to be considered by the Annual General Meeting is the appointment of accountants for this financial year and I would recommend that we continue with Rothsay Chartered Accountants.

MOVED: Jill Parker/Cathy Griff

**THAT the financial statements be accepted and that Rothsay Chartered Accountants be appointed for the current financial year.**

CARRIED

#### **4.3 Membership Report**

Alan Stokes reported that membership of the Association had remained steady over the year. At the end of the 2019-20 year the Association had 42 financial member councils with a total population of 2,979,318. He said the Association is in the process of introducing the organization to potential member councils, many of which have completed the National Survey on Coastal Hazards and expressed interest in attending the National Forum on Coastal Hazards at Fremantle when it can proceed. He said the Forum will be a good opportunity to promote membership to non-member coastal councils.

MOVED: Grant Henley/Cathy Griff

**THAT the Membership Report be received**

CARRIED

## 5. GENERAL BUSINESS

Chair Sharon Cadwallader asked whether anyone wished to raise any item of General Business. Peter Flannery said he wished to move a motion of thanks to Jill Parker for her contribution to the work of the organisation in her role as Treasurer. He said she had done an amazing job for the Association.

MOVED: Peter Flannery/James Thomson

**THAT members of the Australian Coastal Councils Association place on the record their sincere appreciation to Jill Parker for her significant contribution to the Association in her role as Treasurer and as a member of the Committee of Management.**

CARRIED

Jill thanked the members present for their thoughts and said it had been a surprise to realise how long she had been Treasurer.

Chair Sharon Cadwallader thanked all those present for their attendance at the meeting.

There being no further business the meeting concluded at 10.55am Australian Eastern Daylight Time.