

THE WOODTURNERS ASSOCIATION OF WESTERN AUSTRALIA (INC.)
COMMITTEE OF MANAGEMENT

MEETING MINUTES

Date:17th February 2021

Location Wandi Headquarters Club rooms, Wandi Progress Association Complex De Haer Road

Meeting Commenced 12:05

Roll Call: John Atkinson, Jon Braine Jim Cameron (Immediate Past President), Andy Hill, Glenys Hough, Bruce Jackson (Acting Chairperson), Barbara Jennings, Ian Ludford, Alex McLachlan, Andrea McCandlish, David Milton, Kerri Nicholls

Apologies: Nil

Procedural Matters

Special General Meeting motion to be put at WEW of 20th February needs to be formally dealt with (email approval given on in January but minutes to record proposer and seconder)

Motion "That the meeting endorses the motion by WAWA(INC) COM members, that member, Bruce Jackson be duly appointed as President of WAWA(INC) for the remainder of the 2020-21 office term."

Moved Glenys Hough
Seconded Andrea McCandlish
Approved: Unanimously

Confirmation of previous minutes:

Minutes 11th November 2020 COM meeting. (see attached to email of Agenda)

Moved Jon Braine
Seconded Any Hill
Approved: Unanimously

Correspondence In: (for noting, unless listed elsewhere)

- 12th Nov email from Competition coordinator with updated competition item measurements and modified diagram (drilled Vase)
- 12th Nov email from member asking for directions to the Busselton WEW, provided
- 13th Nov email request from Beyond Tools asking for Demonstrations on 4 Saturdays (28th Nov to 19th Dec) from 10 am to 2 pm, Donation of \$150 per session to WAWA. Circulated to COM, agreed to by COM and groups contacted and Beyond Tools advised that we demonstrate. Only response from Melville (1 weekend) and Swan (1 Weekend) WAWA arranged other two weekends.
- 15th Nov email from Registrar with membership update spread sheet.
- 18th Nov cc of emails from Joondalup secretary re issues relating with discussions relating to possible relocation. Noted
- 20th Nov email forwarded from Web inquiry box re member of public request for turning 2.5m long post. Circulated in Bulletin, no interest.
- 23rd Nov email from Melville Group with three Merit Award proposals. Circulated to COM, all in agreeance. Registrar actioned certificates.
- 23rd Nov email query from Melville re the proforma for Certificate of Appreciation. Found in archive digital records and forwarded to Melville.
- 25th Nov email receipt from Cardiac defibrillators re payment for ordered AED replacement pads.
- 26th Nov email from Bunbury Member seeking clarification on new Covid 19 requirements. Clarification provided.
- 30th Nov email query from Swan re online banking using "fobs" and what WAWA guidance. Responded no issues in WAWA Rules, must ensure no conflict of interest in

- payment (3 fobs). Treasurer ccd
- 30th Nov email from Mundaring Shire re the need to implement Covid 19 register; forwarded to Mundaring Convener.
- 2nd Dec email re Registrar purchase of new computer and need for AVG licence.
- 6th Dec email copy of Associations Newsletter Issue 27 See extract in Appendices of some relevant information.
- 8th Dec email from Denis Tapley re missing Merit Certificates and Australia post refunds (\$42.20) transferred to WAWA account.
- 8th Dec email from Registrar concerning having discretion to waive or alter fees in exceptional circumstances. Circulated to COM. Response positive and proposal for putting to COM (See appendix.)
- 9th Dec email from Contact form on Web page asking for Mandurah contact details., forwarded to Mandurah.
- 11th Dec email request from Beyond tools for a flyer to be emailed out. Flyer attached to Bulletin.
- 11th Dec email cc of advice from Armadale Access Alliance re salvaging timber from road clearing being delayed until March 2021. Request for timber to them if we so desire.
- 13th Dec email from Registrar with membership update spread sheet.
- 13th Dec email from Collaboration WA Inc. re passing of Gerald Young. All members emailed.
- 13th Dec email from Collaboration with more details of Gerald Young.
- 21st Dec email request from Busselton secretary for copy of Certificate of Incorporation. Provide by return email.
- 28th Dec email from Andrea with reminder about department of commerce returns being due. Actioned
- 30th Dec email from Swan Secretary with 3 members First aid certificates, forwarded to Registrar.
- 2nd Jan mail PO box trailer registration forwarded to treasurer.
- 4th Jan email from Jim Cameron with minutes of meeting with DBC on Craft and Hobby wood outcomes. (Report Attached as pdf file)
- 5th Jan email query from Andrea re "Life membership" granted to Rino Tuia at Collie. Follow up email to Collie.
- 6th Jan email from Tonkin Gap Contractor re walk through to salvage trees. Advised Hans Zieke and Robert Drinkwater re this.
- 11th Jan email cc of invoice sent to Beyond Tools.
- 13th Jan email advice re repair work on Wandi meeting room/office are. Not available until end of month.
- 13th Jan email from Melville Secretary re proposal to allow proxy voting for Special General Meeting to be held on 20th Feb at WEW. Circulated to COM. Proposal rejected, normal AGM methods to apply (under Covid19 restrictions)
- 13th Jan and several subsequent dates email cc from Training subcommittee re deliberations, meetings, and draft results
- 14th Jan email of December financial reports from Treasurer
- 14th Jan email inquiry via web page from member of public re turning job. Circulated to all members.
- 17th Jan email from Registrar with list of deregistered members.
- 18th Jan email inquiry via web page from member of public asking about horse cart shafts. Responded not able to do this work.
- 22nd Jan email from Joondalup secretary re first aid certificate, forwarded to Registrar and Treasurer.
- 27th Jan email request from member re sale of bandsaw. Circulated in Bulletin 11
- 29th Jan email from Wandi Resource Centre indicating repair work completed and rooms now available.
- 2nd Feb email from Denis Tapley to Jim Cameron, Bruce Jackson and David Milton re declining role as future President.cc of response from Jim acknowledging receipt.4/2
- 3rd Feb email from City of Bunbury advising of new contact for lease holders. Forwarded to Bunbury Secretary
- 5th Feb email from Treasurer to all COM with January 2021 Financial reports.
- 5th Feb email from Chairperson of Training subcommittee with report for inclusion in COM agenda (appended) forwarded to web administrator.
- 5th Feb email from Wandi Progress Association with conditions of facilities reopening, Forwarded to Acting Chairperson, Melville Convener and WEW co-ordinator.

- 5th Feb email from Mandurah Group Secretary re moving of lathe on 6th Feb from ex members house to Club room, noted.
- 6th Feb email from Swan Convener concerning lifting of Covid lockdown and WAWA response. Sent response to all conveners allowing WAWA activities to resume in line with local authorities' requirements.
- 6th Feb email from Registrar with updated members list and changes. Actioned changes
- 7th Feb email query from Swan Secretary re 90- and 80-year-olds insurance coverage and insurer notification. Provided information.
- 11th Feb email from Wandu Convener updating records of meeting times.
- 13th Feb Webmail copy to all members re them accessing web page.
- 13th Feb email via web page re Vendor selling Plantation Sandal wood. Seeking additional information on price and some images to pass onto members.
- 15th Feb email cc of minutes of Segmenters meeting on 14th Feb. For noting.
- 15th Feb email Secretary Joondalup group re public demonstration
- 16th Feb email from Swan Secretary re change to street address for meeting room. Web page changed and Editor of NL advised.
- 17th Feb Letter/email sent to Acting Chairman re Current WAWA Web page tabled at meeting concerning frustration with trying to access and use WAWA website. Discussed by meeting (see web page report)

Correspondence Out (for noting, unless listed elsewhere)

- 12th Nov emailed to Cardiac Defibrillators asking for quote for replacement AED adult pads and child pads. Received quote by return email (\$331.50)
- 16th Nov emailed Treasurer and Registrar with proposed amounts based on capitation after fees paid by members as at 30th October. Amounts rounded up to nearest dollar.
- 11th Dec email to all members with several items in place of a Bulletin.
- 28th Dec lodge annual returns to Department of Commerce, Associations on line, changed contact details to generic secretary email.
- 5th Jan email to COM members with matters relating to Special general meeting notices and procedures. Secondly co opting Denis Tapley to training Sub Committee. Thirdly requesting changes to Rules, Guidelines or Safety Manual be provided.
- 5th Jan email to Beyond Tools re confirmation of Demonstration completed as agreed and requesting \$600 donation be made. Treasurer requested details so invoice could be raised.
- 10th Jan email to Denis Tapley inviting him to join training subcommittee and COM as an observer. Details of next meeting and subcommittee members provide. Acceptance received.
- 25th Jan email to COM members summarising the response to Proxy voting matters raised by Melville, rejecting proposal and making suggestion re carrying out Special General meeting in same manner as the 2020 AGM. Response sent to Melville group.
- 31st Jan email to all Convener re requirement of Covid 19 lockdown by WA Government for groups to cease all meeting and clubroom activities until further advice from either WAWA or the Government.
- 1st Feb email to COM members requesting COM meeting 10th Feb agenda items.
- 2nd Feb email to all Group Secretaries asking for updated contact information, club location and meeting times. Some responses received.
- 15th Feb email to Dean Malcolm about turning of toggles.

Moved Jim Cameron
 Seconded Barbara Jennings
 Approved: Unanimously

Treasurer:

Accounts

- December 2020 (6 monthly) Financial Reports; Transaction, Income and TYD statements circulated by email
- January 2021 Financial Reports; Transaction, Income and TYD statements circulated by email.

Moved Kerri Nichols
 Seconded Jon Braine
 Approved: Unanimously

Treasurer to provide COM with end of November 2020 statements.

Registrar:

- Membership renewal update.
 - 50 total de-registered
 - 40 new members
 - Current 491 members
 - Collie Group Award of "Life membership" to Rino Tuia is Life membership of the Collie Group, not WAWA Life membership.
 - Issue of awards and the process of conferring WAWA awards to be raised at conveners meeting,
 - Barbara to discuss informally with Collie convener,
 - Possible need to write to all conveners re type of awards Action; Secretary to send out on an annual basis (after election of new Committees).
- Short term membership/visitor membership Barbara to consider whether we need another sub class under associate. The case in question did not proceed.
- Competition no issues.

Procedural Matters for noting

- Group Public Displays for noting
 - Melville at "Man Cave Expo" 10th November Blue Lake Community centre 10 am to 1pm.
 - Wandi Group at Baldivis Lions Club monthly markets on the corner of Fifty Road and Baldivis Road in Baldivis on Saturday 5th Nov 2020 from 0800 - 1200.
 - Joondalup/Wanneroo a stall at the Poynter Primary Farmers Market on 28 November 8am to noon
 - Mandurah group is doing a Sausage Sizzle on the 15th of Nov. At Bunnings, Halls Head
 - Avon Group doing a demonstration at the Northam Markets Sat 7th Nov
 - The Busselton Woodturners will be giving public demonstrations at the re-opening celebrations for the Old Butter Factory Museum on 19th December 2020.
 - The Busselton group will be conducting a public demonstration and market at the Christmas Bazaar on December 5th
 - Melville group demonstrating at Beyond Tools on 28th Nov, 5th December and 19th Dec, Swan Group on 12th December between 10 am and 2 pm.
 - The Busselton Woodturners will be conducting public demonstrations at Art in the Park, Friday 22nd and Saturday 23rd January 2021, in Mitchell Park, Busselton.
 - Joondalup/Wanneroo Group will be participating in markets at the Yanchep Bethany retirement village, on 20 March 2021 from 10:00am to 2:00pm.
 - Segmenter SIG are invited to do demonstrations at Timbecon on Saturday 17 April, from 0900

DBC Act & Regulation Negotiations

See 20 Oct 2020 Craft and Hobby Wood Consultation Outcomes in attached file. No further actions expected until after WA state elections. Commercially grown Sandal wood being followed up, but seller must comply with Regulations.

Affiliation Membership Sub Committee (Barbara Jennings)

Sub Committee chair reported on progress. Discussions with Showgrounds/Subiaco Mens Shed group resulted in their President visiting Busselton WEW and discussions to date and affected members joining WAWA. Discussions to continue with encouragement to form another group in the area. Lex suggested it might be possible to approach RHS about availability of a separate building from men's shed.

Training Sub Committee (Jim Cameron)

Sub Committee chair report on progress. Tabled plan revised version (see Appendix) Discussion mainly on Turning Techniques section. Further clarification of structure and responsibilities sought of this section. Rest of document accepted as a plan to be developed

over next 12 months. Expenditure requested has previously been approved. Jim Cameron and Bruce Jackson to discuss Turning Techniques with Denis Tapley (co-opted Sub committee member)

Recruitment and Publicity Sub Committee (Barbara, Ian, Lex)

Sub Committee chair reported on progress. Ian indicated he had done some work on Mens shed investigation on how important these activities are to social fabric and inclusion. Ian requested to provide a fuller report next meeting on this relevance to WAWA and how we can use findings and if possible recommendations.

Communications and Publications Sub Committee (David Milton)

- Newsletter (Update/status from Editor). Good feedback. 8 years as editor but needs to chase information. How can we get consistent reporting by groups? Better sharing of information are main issue. Is it possible to use group scribes better? Matter to be discussed at Convenors meeting. Changing over to new software is proving time consuming. Issue of backup editor to be considered at Convenors meeting.
- Bulletin –(Update/status from Secretary), one Bulletin put out in period since last COM meeting. Bulletins are now in Media are on web page but need to be able to improve availability. Bulletin will be used in future to provide rapid information to WAWA membership.
- Website –(Update/status from Administrator). Web Administrator has implemented Mail jet and we are now getting better aggregated statistical information on who and when members access web. Its clear that a significant portion (nearly 30%) now use a tablet or iPhone/android to access our page. Populating the web portal is continuing with all pdf files of Newsletter Editions 1 to 123 and 178 to 214 now in media centre. Galleries to be filled with historical data over next few weeks. There still are issues with the visibility of information and the copyright and permissions. Updating functionality is still an issue. Ian Ludford offered to help and this was accepted by subcommittee. The COM members want the calendar functions to be able to allow all WAWA members to easily see what's on not only at WAWA level but at group and SIG level (see Mandurah, Swan, Melville activities schedules)

Business raised by groups

Melville group advised COM that its members have agreed unanimously to contributing \$30k to proposed building extension, specifically for the provision of wood drying and storage shed. Funding details to be considered once council have approved the facility. Melville have already \$15k set aside for this purpose.

Facilities and Equipment

- Stage and stage trailer with lifting crane and ramps. Joondalup are only Group to express a need for it.
Motion "That the Stage and stage trailer with lifting crane and ramps be offered to all groups at a no cost, on the basis that they take ownership, including Registration and maintenance and remove it from WAWA storage area. If no group takes equipment, then equipment to be disposed of WAWA. Groups to advise WAWA prior to April COM meeting so the matter can be finalized".
Moved; Ian Ludford.
Seconded Jim Cameron
Approved unanimously.
- Trailer options Jon provide overview of a case for tandem trailer cost approx. \$10k. but this based on quote from early 2020. Issue of fitting new speaker box.in the AV trailer. Jon to report back on this along with new quote.
- Trailer Storage shed door modification. Jon to get a quote on the cost of doing this. Approval from Wandi Recreation association will be sought if COM decide to go ahead with modifications.

Other Finance

- Budget consideration update. Based on membership dropping due Covid has not occurred so budget not impacted and will proceed as planned.
- Credit card application Status has not changed due to requirement to have an

appointed President to allow authorisation document with bank to be completed.
Awaiting endorsement of Bruce Jackson as President at next WEW.

Community outreach

.NIL

Other Business from COM members

Motion "That the draft minutes of WAWA (INC.) COM including Financials be uploaded onto the Web page within 1 week after the meeting. Rolling 12 months minutes to be kept on web, older items to archive."

Moved. Glenys Hough

Seconded Ian Ludford

Approved: Unanimously

Motion "That a Conveners meeting with WAWA COM members (elective to attend) within the next 6 to 8 weeks with agenda. Needs to be formal meeting stand alone to discuss ongoing matters and strategies. Preferable 2 members of each group executive."

Moved. Jim Cameron

Seconded Barbara Jennings

Approved: Unanimously

Mandurah is considering a submission to reposition dust collection equipment to outside of building. Funding issues being considered for the \$10k. Mandurah may apply for local funds in its own right (or WAWA can on their behalf if Association level application required) but all funds granted would go entirely to group (none retained by WAWA)

The treasurer requested that we consider (based on informal advice from Association's Auditor) that groups audit every 6 months to assist on annual audits. It was decided that this matter would be put on agenda for the conveners meeting.

Glenys enquired about recording video of WEW demonstrations. COM members indicated this has been done previously. Some issues of some demonstrator not wanting recording made, difficulties in editing especially with two cameras, Glenys to talk to Noel Moyes about issues and his experience. Glenys to report back with recommendation of purpose outlined.

Glenys raised the issue of succession planning and what is happening. The Secretary referred members to the strategic plan which addresses some of this issue. The role of sub committees and co-opting of group members can be an avenue for better depth of involvement of members. Further discussion is needed.

Meeting Closed 3:16 pm.

Date of next meeting: Wednesday 10th March 2021 12:00 pm Carvers Room Wand.

Append

Financials

Craft and Hobby Wood Minutes

Training Sub committee table

WAWA Inc. Balance Sheet 31/01/2021

Assets

<u>Current Assets</u>		\$0.00
<u>Cash at Bank</u>	\$43,867.49	
<u>Cash held by Groups</u>	\$88,882.30	
<u>Petty Cash & Floats</u>	\$0.00	
<u>Book Library Float</u>	\$100.00	
<u>DVD Library Float</u>	\$0.00	
<u>Registrar Float</u>	\$100.00	
<u>Shopping Centre Group Float</u>	\$600.00	
<u>Term Deposits</u>	\$0.00	
<u>Bankwest Term Deposit 1</u>	\$83,554.18	
<u>Bankwest Term Deposit 2</u>	\$29,155.94	
<u>Loan to Gosnells Group</u>	\$0.00	
<u>Prepayments</u>	\$909.00	
<u>Non Current Assets</u>		\$0.00
<u>Plant & Equipment</u>	\$267,649.39	
<u>C</u>		\$0.00
<u>Imbalance-AUD</u>		\$0.00
<u>Orphan-AUD</u>		\$0.00
Total Assets		\$514,818.30

Liabilities

<u>Current Liabilities</u>		\$0.00
<u>Non Current Liabilities</u>		\$0.00
Total Liabilities		\$0.00

Equity

<u>Members Funds</u>		\$0.00
<u>Adjustment - Group Assets</u>	\$0.00	
<u>Cash</u>	-\$2,809.70	
<u>Plant & Equipment</u>	\$6,167.27	
<u>Members Funds b/fwd</u>	\$489,534.92	
Retained Earnings		\$21,925.81
Total Equity		\$514,818.30

Total Liabilities & Equity

\$514,818.30

WAWA TRAINING 2021 – OPERATIONAL PLAN

Activity	Description	WAWA Provision	Allocation	Frequency	Activity/Operation
Chain Saw Training	Certificate based training in use of chainsaw conducted by registered training authority	\$100 per participant; maximum of 2 participants per group annually; no limit on numbers	\$1000	As required	Continue arrangements for 2020 – convenors liaise with WAWA Secretary
First Aid Training	Approved training in first aid by registered training authority organised by groups	Maximum of \$150 per group annually on proof of expenditure; no limit on numbers	\$1000	As required	Continue arrangements for 2020 – convenors liaise with WAWA Secretary through TC T C responsibility – ?????
Demonstrator Training	In-house provision of training for potential demonstrators as groups demand	Three group- based training sessions per year maximum; minimum of three trainees; mileage/ accommodation costs of trainers	\$500	As required	Convenors to initiate T C responsibility – Jim Cameron
Judge Training	In-house preparation of competition judges	Regionalised and catered for, with up to 12 participants per course; mileage and accommodation costs of trainers	\$600	As required	Competition coordinator to initiate through convenors. TC liaison -- ????
Turning Techniques	Provision of advanced skills training by expert turners in specified skills areas	Regionalised self funding activity; 8 participants per program required	\$1600 ⁽ <i>(seed money only if required)</i>	Regionalised one-day programs as required	Training committee to determine through consultation with groups. NOTE participant cost up to \$50; trainer reimbursement \$2-400 North - Denis Tapley; Central –Kerri Nichols; South -- Glenys Hough; Overall – Denis Tapley
Group Assistance	In-house provision of specialist support, including demonstrations, groups on demand	Variable, depending on nature of requested assistance; mileage and accommodation costs of facilitators	\$500	As required	Convenors to initiate in consultation with Training Committee T C responsibility – ?????
In-house Training	Annual review/evaluation of group-based training for novice turners	Mileage and meal costs of one trainer/participant per group.	\$500	Annual review meeting	Group trainers/instructors review existing provision (Learning to Turn)with Training Committee T C responsibility – Jim Cameron
Group information exchange	Groups advertise/specify demonstration program in newsletter and web-site to facilitate cross-group access to training opportunities by all members		-----	ongoing	Convenors to initiate with editor/webmaster
COST			\$4100(5700)		



Craft / Hobby Wood Consultation

Tuesday, 20 October 2020

11:00 am – 2:00 pm

Ningaloo Room, DBCA, 17 Dick Perry Ave, Kensington

OUTCOMES SUMMARY

Introduction

A forum for consultation on the craft and hobby wood sector was convened by the Department of Biodiversity, Conservation and Attractions (DBCA) to seek input on possible amendments to the flora processing arrangements for woodworking activities under the *Biodiversity Conservation Act 2016* (BC Act) and Biodiversity Conservation Regulations 2018 (BC Regulations).

By the end of the workshop, participants had:

- Gained a clearer picture of the current regulatory environment;
- Raised issues and concerns for the craft and hobby wood sector;
- Generated a deeper understanding of the sector;
- Discussed possible options for streamlining regulation;
- Prioritised ways to move forward; and
- Agreed on the next steps.

Attendees

The participants were:

- | | | | |
|------------------|-------------|------------------|----------------|
| - Kerry Nicholls | WAWA | - Jaxon Ashley | Men's Sheds WA |
| - Bruce Jackson | WAWA | - Mick Cotter | GSTIG |
| - Jim Cameron | WAWA | - Fran Stanley | DBCA |
| - Ian Kealley | IWCS | - Teresa Gepp | DBCA |
| - Neil Turner | Wood Artist | - Rebecca Carter | DBCA |
| - Rob Jones | Collab WA | - Karen Smith | DBCA |

The workshop was independently facilitated by Bevan Bessen and Kieran Bindahneem of Tuna Blue Facilitation, using a participative and focused format.

Context

Dr Fran Stanley, Executive Director, Conservation and Ecosystem Management, DBCA provided the following context for the forum:

- The sector is dealing with newly introduced legislation. The BC Act and Regulations introduced provisions for licensing the processing of flora, including ‘commercial’ wood working activities;
- Under the old regulation (*Wildlife Conservation Act 1950*), DBCA regulated the take of live (green) wood, not dead wood. The new regulation includes dead wood, plus all elements of the supply chain, making the regulation more comprehensive than it was before;
- The definition of commercial is very broad, even though it does separate commercial and non-commercial. The definition includes ‘sale or any other purpose directed for financial gain or reward’, and does not have an amount specified. An unintended consequence has been that it captures people doing woodworking activities, even for hobby and craft purposes, if the products are sold.
- The intention was designed to capture the commercial scales of flora activities, it was not intended to capture craft and hobby woodworking activities;
- We understand there is a level of frustration, so part of the reason for coming together is to understand what sorts of activities that the sector is doing, and explore possible ways of changing arrangements in the future and balancing the regulation in the system.

EXECUTIVE SUMMARY

As a result of the forum, the following was agreed:

Issues and concerns of the craft wood sector:

- No consultation prior to the start of new regulations;
- Unintended consequences of the Act:
 - large numbers of people negatively affected by the broad definition;
- Regulation with minimal conservation benefit:
 - licence now required for ‘dead wood’, processing and salvaging;
- Stress, monetary cost, and time required to adhere to the new regulations.

Ways Forward:

- **Changes to commercial and non-commercial definitions**
 - 'Commercial' is defined within the Act – amending this is particularly difficult;
 - Suggest an amendment to address 'commercial' in the first review of the Act (likely to be after 2021).

- **Change/amend Regulations**
 - Prescribe groups/people/activities that should require a Processing Licence:
 - may be preferred rather than a 'never ending' list of exemptions;
 - if running a commercial operation, monetary/feasibility thresholds may apply;
 - the non-monetary cost of a licence is difficult (paperwork, records and time required are the biggest cost to non-commercial operations);
 - defining commercial or non-commercial through activities is difficult.

- **Exemption Orders**
 - Allows DBCA to provide for certain activities to be exempted:
 - potentially use a 'class of persons/activity' that are not exempt;
 - no Processing Licence required in specified circumstances;
 - keeping records will be required when acquiring/disposing wood to allow traceability and to ensure wood/transactions are lawful.

- **Acquisition, Processing, Disposal – Record keeping options**
 - Records provided when acquiring wood to ensure it is legal;
 - Processing Licence not required, just a record that the wood has been acquired legally;
 - Disposal record may simply be the record of acquisition or licence to acquire;
 - Acquiring WA native flora wood legally would be:
 - CPL (a record of the wood in returns that shows where it has been sourced);
 - Purchasing should provide a record/receipt to show it has been legally acquired;
 - A written diary note should be an appropriate record for traded/gifted wood;
 - Only applies for native timber.

Next Steps

1. As an interim step, inform stakeholders that these matters are under consideration:
 - Consultation has taken place and the matter is under review;
 - Inform of the current process and that the BC Act and BC Regulations will likely be under review;
2. Recognised that this issue is primarily caused by the definition of 'commercial', as prescribed in the Act:
 - The 5-year review is up in 2021;
 - It is critical that these issues are incorporated to that review, including the definition of commercial;

- From a compliance perspective, DBCA exercises discretion on the current regulations (where appropriate and in the public interest);
3. Regulatory amendments and/or an exemption order:
 - An exemption order that 'specifies a class of persons/activities that are not exempt';
 - It will have to be laid before Parliament, but it is a much easier process than an Act which must be debated;
 4. Focus on the lawful acquisition/disposal of wood (flora):
 - The system has to be straightforward;
 - This still achieves the conservation outcomes.

OUTCOME 1

ISSUES AND CONCERNS FOR THE CRAFT AND HOBBY WOOD SECTOR

The following key themes emerged from participant responses. Participants worked individually using the online tool GroupMap to respond to the following focus questions. A full list of responses can be found at APPENDIX A.

Overall

Issues and concerns

- No consultation prior to the start of the new regulations;
- Unintended consequences of the Act:
 - large numbers of people negatively affected by the broad definition;
- Regulation without conservation benefit:
 - licence now required for 'dead wood' and salvaging;
- Stress, monetary cost, and time required to adhere to the new regulations.

Options to move forward

- Change to regulations;
- 'Non-commercial' definition made broader;
- Interim arrangements if legislative change is required.

Discussion

The following points were also raised:

- It has been 12 months of limbo in terms of whether hobbyists are breaking the law;
- 99% of the wood used is some form of salvage;
- Some of the wood is shrubby weed, with only a single stem taken;
- There may well be over 20,000 people involved across WA, with the vast majority being retirees;
- Working with wood has a very therapeutic function and provides important socialising and community involvement, particularly where Men's Sheds are involved;
- The capacity to enforce the current regulation is questionable if 20,000 licences have to be issued;
- Furthermore, the conservation value of this exercise is very doubtful.

OUTCOME 2

UNDERSTANDING THE CRAFT WOOD SECTOR

Participants worked in small groups to generate a picture of their activities within the sector.

The aim of this exercise was to provide DBCA with a much richer picture of the scale and operations of the craft wood sector.

The following key themes emerged from participant responses. Participants worked individually using the online tool GroupMap to respond to the following focus questions. A full list of responses can be found at APPENDIX B.

What is your involvement in the craft and hobby wood sector?

- Woodturner
- Wood artist
- Sculptor
- Sole operator
- Furniture
- Teacher
- Homeware

What is your interpretation of the definition of 'Craft wood' and 'Commercial'?

- Craft wood:
 - 'Utilitarian' or artistic;
 - None, or minimal monetary benefit;
 - Anything created, defined by use;
 - Not about an ABN.
- Commercial:
 - Making a living;
 - Primary source of income;
 - Scale.

Source of Flora

- What do you do with the final products?
 - Keep for personal use
 - Donations and gifts
 - Raffles
 - Private sale
 - Use in competition

- Where do you or your organisation source flora for wood working purposes?
 - Commercial licence
 - Salvage
 - Networks
 - Donated
 - Deceased estates
 - Farm clearing
 - Garden pruning
 - Swaps
 - FPC auction
 - Old stockpiles
 - Arborists

- If you do take flora, how do you source it?
 - Collect timber from the forest floor
 - Own properties
 - Accredited suppliers

- Do you supply people, deal or trade flora with people?
 - Donations and giveaways
 - Sell finished work through galleries
 - Supply competition 'blanks'
 - GSTIG sales
 - Trades

- What species/form of flora do you acquire?
 - Sheoak
 - Jarrah
 - Marri
 - Eucalyptus
 - 'All if possible'
 - Mallee roots
 - Small stems
 - Logs
 - Branches
 - Burls

- What products do you (or your organisation) make for wood working purposes?
 - Sample boards
 - Furniture
 - Artistic and gallery pieces
 - Homewares
 - Sawn boards
 - Turned items
 - Carved work
 - Donations

Discussion

The following points were also raised:

Fran Stanley:

- It is clear that it could be a very broad definition for craft and hobby wood;
- A distinction is needed between commercial and other aspects;
- ATO or hobby profit limits may be useful to define;

- It is very broad in what people are getting from this sector.

Ian Kealley:

- International wood collectors make and trade sample boards, and a lot go to research institutions and collectors;
- Some people are selling many (a particular man has sold about 50,000 to researchers in China);
- There a strong culture of swapping, exchanging, using timber; not many make it a business through buying timber;
- The exception may be the FPC auctions, but those are more for commercial businesses creating furniture;
- You can't buy a \$2,500 slab of jarrah and turn it into something that would recoup the cost of that;
- Salvage element may be from somebody's backyard; FPC salvage - Not so much. Main Roads – yes;
- Farmers where trees are knocked down on the property are another form of salvaging;
- If it is a native plant, and it's donated, it still falls under this regulation;
- Commercial harvesting licences, there are probably only a handful of commercial licences to harvest;
- Wood turners often have a piece of wood handed down four of five times, they won't be able to tell you where their wood has come from;
- It is really a large network of exchanging wood.

OUTCOME 3

THE WAY FORWARD

The following key themes emerged from a whole-group discussion.

- **Changes to commercial and non-commercial definitions**
 - 'Commercial is defined within the Act – **amending this is particularly difficult**;
 - Suggest an amendment to address 'commercial' in the first review of the Act (likely to be 2021).
- **Change to Regulations**
 - Prescribe groups/people who should require a Processing Licence:
 - preferred rather than a 'never ending' list of exemptions;
 - if running a commercial operation, a monetary/feasibility threshold may apply;
 - the non-monetary cost of a licence is difficult (paperwork, records and time required are the biggest cost to non-commercial operations);
 - defining commercial or non-commercial through activities is difficult.

Discussion

In more detail, the points were:

- It would be easier to prescribe production licences rather than exemptions; prescribe the people who should require a processing licence;
- 'These activities require a processing licence', otherwise by default you are exempt – focus the activities that you prescribe;
- Most woodcarvers carve, shape, turn, refine; a sharper focus on activities that we are chasing rather than exempting;
- Defining with a monetary threshold seems to be the most sensible way;
- It's not the cost of the licence, it's the impost of paperwork and records, that is a huge impost on a non-commercial user compared to the financial cost;
- If you have to have a licence, why attach all the reporting/returns to it? If it has to be done, make it as simple as possible;
- Something that gets away from the bureaucracy of it; most people aren't capable of that process nor will they want to do it;
- Every club is always at a big effort to entice new members into their club; if they have to go through a system of filling out paperwork, it won't happen or they will resign.

➤ Exemption Orders

- Allows DBCA to provide for certain activities to be exempted:
 - potentially use a 'class of persons/activity' that are not exempt;
 - no Processing Licence required;
 - keeping records will be required.

Discussion

In more detail, the points were:

- An exemption order can be made; it allows the Department to somewhat un-regulate the craft wood sector with parameters;
- Under the exemption order, it's a condition that you have to keep records; similar to a letter of authority or an endorsement;
- You can define those who are not exempt as well
 - It's not about commercial or not-commercial, it's about processing.

➤ Acquisition, Processing, Disposal – Record keeping options

- Records provided when acquiring wood to ensure it is legal;
- Processing Licence not required, just a record that the wood has been acquired legally;
- Disposal record may simply be the record of acquisition or licence to acquire:
 - e.g. show a CPL to inspector;
- Acquiring WA native flora wood legally could be:

- CPL (a record of the wood in returns that shows where it has been sourced);
- Purchasing should provide a record/receipt to show it has been legally acquired;
- A written diary note should be an appropriate record for traded/gifted wood;
- Only applies for native timber.

Discussion

In more detail, the points were:

Can we focus on acquisition, and leave the other parts out of the regulatory framework?

- If you want to monitor, acquisition and disposal should give you a comprehensive coverage?
 - If you start selling, you get caught up in a different form of licencing;
 - To acquire the product requires a licence anyway; that should be the end of story;
 - Once the wood is processed, you don't need a licence to participate in 'dealing', to sell it.

Acquisition, Processing, Disposal

- The 'gate' is at the 'acquire legally' point;
- The Processing Licence isn't required, just a record of how it has been acquired;
- The disposal record may simply be that you've got a licence to acquire it, or a record of where you acquired it:
 - Able to show your licence to the inspector.

Summary

- Prescribe a class of persons/activity who are not exempt. Other than those, you are fine within the regulations:
 - This would still give DBCA sight on the source of the wood;
 - Ensure the wood is acquired legally first;
 - Processing afterwards.
- Acquiring WA native flora wood legally would be:
 - Subject to a licence (there is a record of the wood in our returns of where it has been sourced);
 - Purchasing say, a hunk of Jarrah, should provide the buyer with a piece of paper that says it was legally required; the buyer shouldn't have to keep detailed records for that piece of timber;
 - For a piece of wood given from farmer Brown that it has come from his paddock, a written diary note should be an appropriate record for that;
 - This is only for native timber.

Next Steps

1. As an interim step, inform stakeholders these matters are under consideration:
 - Consultation has taken place and the matter is under review;
 - Inform of the current process and that the Act and Regulations will likely be under review;
2. Recognised that this issue is primarily caused by the definition of 'commercial', as prescribed in the Act:
 - The 5-year review is up in 2021;
 - It is critical that these issues are incorporated to that review, including the definition of commercial;
 - DBCA exercises discretion on the current regulations, where possible and appropriate (i.e. in the public interest);
3. Changes to regulation via exemption order or a change to definitions of processes:
 - An exemption order that 'specifies a class of persons/activity that are not exempt';
 - It will have to be laid before Parliament, but it is a much easier process than an Act which must be debated;
4. Focus on the lawful acquisition/disposal of wood 'acquired legally':
 - The system has to be straightforward;
 - This still achieves the conservation outcomes.

Discussion

In more detail, the points were:

- 'If there is something happening, we can live with it; if people are sitting around on their hands, we can't live with it.'
 - If there is ongoing intent to fix it up within a reasonable timeframe, it is less likely to become political;
 - People are very upset about this;
- Statement, replies, letters that can keep people informed:
 - Issue a statement in the near future saying you have these matters under consideration, you have had this meeting, and the matter is under review;
 - Let people know what is going on and that the Act and Regulation will be under review;
 - Wording of that needs to cover the concerns and indicate what actions will happen;
- DBCA will certainly be reporting back to the Ministers, saying these concerns were raised;

- Is it worth holding a meeting in the next 3 or 6 months?
 - Via this group, or a broader contact group, DBCA can certainly send out an update;
 - If it is appropriate on where we have got to, we can certainly meet again.

WORD OR PHRASE OF THE DAY

In reflection, participants offered the following:

- Happy with the process thus far
- Constructive input
- Awareness of what's needed
- Public interest
- Happy consultation
- A way forward
- Satisfied
- Satisfied. Don't lock us up
- Future looks good
- Future looks good
- Welcome your involvement
- Good learning opportunity

Issues and concerns

- Amount of people affected:
 - Men's Shed is 7000+ members, a lot of new people to turning wood that aren't affiliated resulting in unknown numbers,
 - potentially 20,000+.
- Broadness of definition raises concerns for school woodworking and other groups and toys for disadvantaged kids - wrong to regulate;
- Capacity to enforce isn't there:
 - capacity to issue the licences as well.
- Change the regulation;
- Confusion with legal requirements for collecting mallee roots etc;
- Cost:
 - cost of the licence, administration for applicants and Department.
- Definition of commercial;
- Don't understand the scope of the use;
- Frustration with length of time to consult:
 - 12 months since the issue was raised with the Department.
- How to deal with stockpiles;
- Lack of conservation benefit (dead wood):
 - conservation benefits other than habitat,
 - often 'salvaging',
 - sometimes harvesting a 'weed'.
- Lawful wood acquired under the CPL which has been held for 17 years;
- Mental health;
- No consultation prior to start of the regulations;
- Our activities have minimal impact on the environment;
- Paperwork involved;
- Retired;

-
- Stress related;
 - Unintended consequences of processing and suppliers licence; catch-all phrase has unintended consequences:
 - catch-all approach.
 - What is the aim of this legislation?

Options to move forward

- Amend the regulation;
 - Change the regulation;
 - Exact definition for commercial;
 - Exemption for licence to process if hobbyist but allowed to sell-on items;
 - Interim arrangements while things are solved;
 - Need exemptions for non-commercial use;
 - Need interim arrangements while sorting things out;
 - Non-commercial definition needs widening;
 - Page 5 of the Fact Sheet outlines what needs to be withdrawn and replaced by a section that takes into account all of the problems raised;
 - Regulation amendments - sections of regulations causing angst need to be reconsidered.
-

Response	Group no.
Q1. What is your involvement in the craft and hobby wood sector?	
<ul style="list-style-type: none"> • Woodturner • Woodturners Association community group: <ul style="list-style-type: none"> - Mental health. - Activities. 	Group 1
<ul style="list-style-type: none"> - Woodturning - Furniture making - Wood collection and samples - Men’s shed making items - Research 	Group 2
<ul style="list-style-type: none"> - Training of skills (woodturning) - Carving - Artwork - Scroll saving - Arbortech carving and bowls 	
<ul style="list-style-type: none"> • Woodworker: <ul style="list-style-type: none"> - Carving, turning, manufacturing. - Involved in private use (e.g. family) through to artistic manufacture (art shows). - Sell small amounts at markets. - Provide items for DBCA for commercial operations at Yanchep NP. 	Group 3
<ul style="list-style-type: none"> - Collect own wood on CPL. From North Wheatbelt – Wiluna – GF – Nullarbor (3-4,000 km’s on collection trip ~2 times a year). - Woodturner - Turning timber - Self-financing hobby - Employee of an involved association 	Group 4
<ul style="list-style-type: none"> - Woodturner - Wood artist - Sculpture 	Group 5

Q2. What is your interpretation of the definition of:

2.1 Craft wood

2.2 Commercial

2.1 Craft wood

- All wood to be turned into art form via:
 - o Woodturning
 - o Carving
 - o Scrolling
- Non-commercial hobby
- Involvement in competitions – making items that can be on-sold and whatever other items made during the year. 150 pieces per person can be made for a competition, not made for profit or as a business.

Group 1

2.1 Craft wood

- Any wood used for purposes listed in Q.1. All woods, all species, anything created = craft wood
- Aesthetic appeal
- Specialty woods/rare/unique
- Sold for sawing/woodwork
- Artistic pieces
- Not defined by size. More use and purpose
- Whatever individuals see as useful

Group 2

2.2 Commercial

- Not about quantity
- Commercial is about
 - o Making a living
 - o A business
 - o Not a hobby
 - o Not a charity
- ATO hobby \$ and limits
- Not about ABN's with low returns

2.1 Craft wood

- Any species with beautiful grain and colour that I can turn into an artistic item
- None of the activities are profitable
- No monetary benefit (cost of time and travel)
- Hard to define and quantify

Group 3

2.2 Commercial

- Primary source of income. Done as a business
-

2.1 Craft wood

- Any timber can be crafted

2.2 Commercial

- Creating your sole income
 - Not counting NFP's
 - Are you employing others?
-

Group 4

2.1 Craft wood

- More utilitarian objects
- More personal enjoyment

2.2 Commercial

- Professional?
- Trying to make a living

Group 5

Q3. Source of Flora

- 3.1 Where do you or your organisation source flora for wood working purposes?
 - 3.2 If you do take flora, how do you source it?
 - 3.3 Do you supply people, deal or trade flora with people?
 - 3.4 What species/form of flora do you acquire?
 - 3.5 What products do you (or your organisation) make for wood working purposes?
-

3.1 Where do you or your organisation source flora for wood working purposes?

- Firewood collection areas
- Forest Products
 - o Harvey
 - o Nannup
- Internal supply blanks
 - o Competition pieces

3.2 If you do take flora, how do you source it?

- Chainsaw
- Cross-sections
- Firewood – forest floor

Group 1

3.3 Do you supply people, deal or trade flora with people?

- Supply competition pieces (blanks)

3.4 What species/form of flora do you acquire?

- All if possible
 - o Each has its turnup merit

3.5 What products do you (or your organisation) make for wood working purposes?

(No answer provided)

3.1 Where do you or your organisation source flora for wood working purposes?

- | | |
|---|---------------------------|
| - Commercial licence – small amounts. A few licence holders | - Garden pruning |
| - Salvage | - Swaps |
| - Networks | - Bunnings |
| - Donated | - FPC auction |
| - Deceased estates | - Old stockpiles |
| - Farm clearing | - Arborists |
| - Mostly salvage | - MRD salvage and donated |

Group 2

3.2 If you do take flora, how do you source it?

- Chainsaws
 - o Some cut before
 - o Some cut ourselves
 - Salvage – all methods
- Donated
 - CPL (a few) chainsaws
 - Some manually with hand saws

3.3 Do you supply people, deal or trade flora with people?

- Sometimes supply
 - Swap mostly
 - Some sales - GSTIG
- Donated
 - Giveaway
 - Mostly non-commercial

3.4 What species/form of flora do you acquire?

- Same as “craft wood” definition
- Anything that looks good
- Stems, logs, branches, mallee roots, burls

3.5 What products do you (or your organisation) make for wood working purposes?

- Anything that can be turned on a lathe or carved
 - Sample boards (6”, 3”, 11”)
 - Furniture
 - Artwork
 - Artistic pieces
- Donated
 - Sawn boards – all sizes
 - Gallery pieces
 - Carving

3.1 Where do you or your organisation source flora for wood working purposes?

- Source from semi-arid areas from Kal to Wiluna and beyond. Goldfields-Leonora - Nullarbor - Northern UCL in Wheatbelt.
- All for own use (acquire for myself)

Group 3

3.2 If you do take flora, how do you source it?

- Chainsaw
- Few small vegetations (e.g. hakea, grevillea, euc's, acacias)

3.3 Do you supply people, deal or trade flora with people?

- Sell/supply to DBCA (Yanchep NP)
- Don't supply, trade or deal timber

3.4 What species/form of flora do you acquire?

- Mostly as above (3.2).
- Whole stems (licence application/returns doesn't define what a "stem" is)

3.5 What products do you (or your organisation) make for wood working purposes?

- Range of carved bowls, vases, jewellery boxes, mushrooms (for Yanchep), full range.
 - Small coffee tables
-

3.1 Where do you or your organisation source flora for wood working purposes?

- Buy from retired turner
- Buy from suppliers
- Donations

3.2 If you do take flora, how do you source it?

- Collect timber from forest floor using chainsaw
- Own properties
- From accredited suppliers

Group 4

3.3 Do you supply people, deal or trade flora with people?

- I sell finished work through galleries

3.4 What species/form of flora do you acquire?

- Sheoak
 - Jarrah
 - Marri
-

3.5 What products do you (or your organisation) make for wood working purposes?

- Turned bowls
 - Platters
 - Carved work
-

3.1 Where do you or your organisation source flora for wood working purposes?

- Auctions
- Wood suppliers
- Fellow wood turners and wood workers
- My farm

3.2 If you do take flora, how do you source it?

- Cut from my farm with chainsaw

3.3 Do you supply people, deal or trade flora with people?

- May trade occasionally

Group 5

3.4 What species/form of flora do you acquire?

- Eucalyptus and native timbers

3.5 What products do you (or your organisation) make for wood working purposes?

- Make turned items
- Homewares
- Turned, carved, embellished
- Furniture
- Sculptures

Q4. What do you do with the final products?

<ul style="list-style-type: none"> - Donations - Raffles - Competition pieces 	<ul style="list-style-type: none"> - Gifts - Selling to public 	Group 1
<ul style="list-style-type: none"> - Some raffle/annual giveaway - Sell some - Donate – e.g. sample boards to wood collectors and men’s sheds - Keep 	<ul style="list-style-type: none"> - Sales via WAWA and shopping centre sales/stalls - Most private sales and gifts - Christmas gifts/toys – donated - Charity donations 	Group 2
<ul style="list-style-type: none"> - Sell - Gifts 	<ul style="list-style-type: none"> - Donate - Raffle 	Group 3
<ul style="list-style-type: none"> - Sell - Donate 	<ul style="list-style-type: none"> - Gifts - Shops and markets 	Group 4
<ul style="list-style-type: none"> - Sell to local and overseas - Gift 		Group 5