



**Government
of South Australia**

PASTORAL BOARD

2019-20 Annual Report

PASTORAL BOARD

Level 16, 25 Grenfell Street, Adelaide SA 5000

GPO Box 1671, Adelaide SA 5001

https://pir.sa.gov.au/primary_industry/pastoral_leases_in_sa/pastoral_board

Contact phone number: 8429 0333

Contact email: Pastoral.Board@sa.gov.au

ISSN: 1832-147X

Date presented to Minister: 17 September 2020

To:

The Hon David Basham MP

Minister for Primary Industries and Regional Development

This annual report will be presented to Parliament to meet the statutory reporting requirements of the *Public Sector Act 2009*, the *Public Sector Regulations 2010*, the *Public Finance and Audit Act 1987*, section 18A of the *Pastoral Land Management and Conservation Act 1989* and the requirements of Premier and Cabinet Circular *PC013 Annual Reporting*.

This report is verified to be accurate for the purposes of annual reporting to the Parliament of South Australia.

Submitted on behalf of the PASTORAL BOARD by:

David Larkin AM

Presiding Member

14 September 2020

Date_____

Signature



From the Presiding Member

I am pleased to present the Pastoral Board's annual report for the year ending 30 June 2020.

With the depth of pastoral industry experience which exists within the membership of the Pastoral Board, we are well-placed to work with industry and with PIRSA in effectively administering the *Pastoral Land Management and Conservation Act 1989*.

Since October 2019 I have been working hard with the new Pastoral Board on establishing new directions for the Board's operation. The Pastoral Board is focussing on three strategic directions: supporting the Minister in the development and implementation of new pastoral legislation; to build credibility and understanding about the Board's role; and to enable pastoral industry development.

I encourage the pastoral industry to review the work of the Pastoral Board as described in this annual report, and to make contact with the Board on any matter relating to the Board's operation.



David Larkin AM

Presiding Member

Pastoral Board

Contents

Contents.....	4
Overview: about the agency.....	5
Our strategic focus.....	5
Our organisational structure.....	6
Changes to the Agency.....	6
Our Minister	6
Legislation administered by the agency	6
The agency's performance.....	7
Performance at a glance.....	7
Agency contribution to whole of Government objectives.....	7
Agency specific performance.....	7
Corporate performance summary	10
Employment opportunity programs	10
Agency performance management and development systems.....	11
Work health, safety and return to work programs	11
Executive employment in the agency.....	11
Financial performance.....	12
Financial performance at a glance	12
Consultants disclosure.....	12
Contractors disclosure	12
Risk management.....	13
Fraud detected in the agency.....	13
Strategies implemented to control and prevent fraud.....	13
Public interest disclosure	13
Reporting required under any other act or regulation.....	14
Reporting required under the <i>Carers' Recognition Act</i> 2005.....	14
Public complaints.....	15
Number of public complaints reported	15
Service Improvements resulting from complaints or consumer suggestions over 2019-20	17

Overview: about the agency

Our strategic focus

Our Purpose	The Pastoral Board is established under section 12 of the <i>Pastoral Land Management and Conservation Act 1989</i> (the 'Pastoral Act'). A primary role of the Pastoral Board is to ensure that all pastoral land, which covers over 40% of the State, is well managed and utilised prudently so that its renewable resources are maintained and its yield sustained.
Our Vision	The Pastoral Board, in administering and furthering the objects of the Pastoral Act, acts with a focus on transparency, responsiveness, flexibility, competency, consistency and equity, and aims to support the growth of the pastoral industry in South Australia.
Our Values	<p>Legitimacy - the Board will act in a manner which engenders amongst the pastoral community, an understanding, acceptance and acknowledgement of its legal role and responsibilities.</p> <p>Integrity - the Board will be committed to the highest standard and ethical conduct in its operations, and deal honestly, fairly and equitably with all stakeholders.</p> <p>Accountability - the Board acknowledges the responsibility it has for the decisions it makes in administering the Pastoral Act and being answerable to the Minister and the public.</p> <p>Transparency - the Board will ensure that information on its operation, policies and decision-making processes will be as far as practicable accessible to all stakeholders.</p> <p>Procedural fairness - the Board will act without bias and ensure procedural fairness when making a decision affecting an individual's rights, interests or legitimate expectations.</p> <p>Consistency - the Board will strive to act consistently in making decisions to administer the Pastoral Act.</p>
Our functions, objectives	<p>The objectives of the Pastoral Board are based on the Board's statutory functions as per section 17 of the Pastoral Act:</p> <ul style="list-style-type: none"> • Effectively discharging its responsibility to the Minister for the administration of the Act. • Effectively advising the Minister on the policies that should govern the administration of pastoral land, and on other matters referred to the Pastoral Board by the Minister. • Effectively performing any other function assigned to the Board under the Act or by the Minister.

Our organisational structure

In accordance with section 12 of the Pastoral Act, the Pastoral Board consists of six members and six deputy members appointed by the responsible Minister for a term of up to three years. The current Board has a depth of experience in pastoral production, consisting of cattle and sheep pastoralists, and other pastoral industry leaders. Additional information about the Pastoral Board is available at:

https://pir.sa.gov.au/primary_industry/pastoral_leases_in_sa/pastoral_board

The Pastoral Board is supported by the Pastoral Unit in the Major Programs Group of Rural Solutions SA, a division of the Department of Primary Industries and Regions (PIRSA).

Further information on the organisation structure of PIRSA is available at:

https://pir.sa.gov.au/top_menu/about_us

Changes to the Agency

In October 2019, the Minister appointed a new Pastoral Board for a term of up to 3 years. The membership of the Pastoral Board is available at:

https://pir.sa.gov.au/primary_industry/pastoral_leases_in_sa/pastoral_board

During 2019-20 there were no other changes to the agency's structure and objectives as a result of internal reviews or machinery of government changes.

Our Minister

The Hon David Basham MP is the Minister for Primary Industries and Regional Development, and has overall administrative responsibility of the Pastoral Act. More information on the Minister is available at: <https://www.premier.sa.gov.au/the-team/david-basham-mp>

Legislation administered by the agency

Pastoral Land Management and Conservation Act 1989 and associated regulations.

The agency's performance

Performance at a glance

The Pastoral Board assists the Minister for Primary Industries and Regional Development in administering 322 pastoral leases in South Australia. The Pastoral Board has various powers and functions under the Pastoral Act, many of which are delegated to PIRSA under section 18 of the Pastoral Act. The act of delegating powers does not derogate from the power of the Pastoral Board to act in any matter.

In 2019-20 the Board held three physical meetings, two tele-conference meetings and 16 electronic meetings. Decisions made and other actions undertaken by the Pastoral Board and by PIRSA under delegation pursuant to each section of the Pastoral Act are summarised in the table below.

Agency contribution to whole of Government objectives

Not applicable.

Agency specific performance

Pastoral Board powers/ actions (Pastoral Act)	Decisions/ Actions 2019-20	Outcomes
Pastoral Land Management Fund - section 9(5).	Nil projects were recommended to the Minister for expenditure of funds.	Funds to be used for research, publication of findings, other projects.
Lease inspections to ensure lessees are compliant with lease conditions - section 22	A compliance inspection was conducted on one pastoral lease.	Verifying compliance with lease conditions.
Compliance with lease conditions - section 22.	The Pastoral Board issued 80 notifications to leaseholders regarding compliance with lease conditions. PIRSA issued 58 notifications, under delegation, to leaseholders regarding compliance with lease conditions.	Notifications to pastoral leaseholders regarding compliance with lease conditions.

Pastoral Board powers/ actions (Pastoral Act)	Decisions/ Actions 2019-20	Outcomes
Variation of lease conditions - section 22(4)	The Pastoral Board approved a variation for one pastoral lease. PIRSA approved variations, under delegation, for four pastoral leases. All variations approved were to amend lease stocking maximums.	To support increases in pastoral production during favourable seasonal conditions, or to amend stocking maximums as a result of changes to lease area.
Approving pasturing of other species - section 22(6)(a)	The Pastoral Board received nil applications for the stocking of species other than sheep or cattle.	To allow for the diversification of grazing species on pastoral land.
Change of stocking level in excess of maximum specified on lease - section 22-6(b)	The Pastoral Board approved a temporary change in the stocking level in excess of the maximum specified for two pastoral leases.	To support increases in pastoral production during favourable seasonal conditions
Change of land use purpose - section 22-6(c-d)	The Pastoral Board approved one change of purpose application, and considered two other applications. PIRSA approved, under delegation, one change of purpose application.	Administering land use diversification on pastoral leases.
Pastoral lease rents - section 23(7)	Lease rent invoices issued for all pastoral leases (administered by PIRSA).	Administration of lease rent.
Pastoral lease rents - section 23(10)	The Board considered one application to waive or defer lease rent due to hardship.	Consideration of lease rent relief under exceptional circumstances.
Statutory lease assessments to monitor the condition of pastoral land - section 25	Field assessments were conducted on 25 pastoral leases.	Monitoring of pastoral land condition to ensure compliance with lease conditions and to meet the objects of the Act.

Pastoral Board powers/ actions (Pastoral Act)	Decisions/ Actions 2019-20	Outcomes
‘Pool of persons’ assistance to leaseholders - section 25B.	Nil matters were referred to the ‘Pool of Persons’ for assistance.	Provide independent review of Board decisions relating to lease assessments.
Extension of term of pastoral leases - section 26	The Pastoral Board extended the term of five leases to a 42 year period. PIRSA, under delegation, extended the term of 19 leases to a 42 year period.	Lease term extensions and security of tenure for pastoral leaseholders.
Alteration of boundaries - section 31	PIRSA, under delegation, recommended to the Minister the alteration of lease boundaries for two pastoral leases.	Pastoral lease boundaries realigned at the request of lessees.
Cancellation of lease or imposition of fines - section 37	The Pastoral Board imposed nil fines to leaseholders. Nil leases were cancelled.	Penalties for non-compliance with lease conditions.
Property Plans - section 41	The Pastoral Board ceased action on one ongoing Property Plan matter.	Prevention of land degradation.
Verification of stock levels - section 42	The Pastoral Board issued 216 statutory declaration forms to lessees for annual reporting on stocking levels. The Board requested an additional statutory declaration of stock numbers for one lease as part of a temporary approval for an increase in the stocking maximum.	Monitoring of stocking levels on leases.
Notice to destock or take other action - section 43	Nil new section 43 notices were issued. PIRSA, under delegation, ceased one section 43 notice (as lessee completed required actions).	Prevention of land degradation.

Pastoral Board powers/ actions (Pastoral Act)	Decisions/ Actions 2019-20	Outcomes
Gazettal and closure of Public Access Routes on pastoral land - section 45	Nil Public Access Routes were dedicated or permanently closed. Five Public Access Routes were temporarily closed, by PIRSA under delegation, for public safety reasons due to heat and flooding (two of these routes were closed twice during the year).	Effective management of access through pastoral land to ensure public safety and maintenance of route condition.
South Australian Civil and Administrative Tribunal (SACAT) - section 50	One matter relating to the imposition of a fine under section 37 of the Pastoral Act was heard by the SACAT on 13 December 2019. The Board's decision to fine was affirmed by the SACAT.	Provide avenue for independent reviews of Board decisions.
Stakeholder engagement	On 11 September 2019, the Pastoral Board conducted one community public forum in Port Augusta, in conjunction with Livestock SA. The Pastoral Board distributed four electronic communiques to the pastoral community.	Ensuring community engagement to facilitate lease compliance, sustainable management of pastoral lands, and to achieve the Board's strategic aims.
Strategic and policy advice	The Board provided five submissions regarding new State legislative and/or policy initiatives relating to pastoral lands.	Pastoral Board contribution to legislative and policy initiatives affecting pastoralists.

Corporate performance summary

The Pastoral Board is supported by the Pastoral Unit, PIRSA. The performance of PIRSA's corporate services is summarised in PIRSA's annual reports, available at: https://pir.sa.gov.au/top_menu/about_us/annual_reports

Employment opportunity programs

Information on PIRSA's employment opportunity programs is presented in PIRSA's annual reports, available at: https://pir.sa.gov.au/top_menu/about_us/annual_reports

Agency performance management and development systems

Information on PIRSA's performance management and development systems is presented in PIRSA's annual reports, available at:

https://pir.sa.gov.au/top_menu/about_us/annual_reports

Work health, safety and return to work programs

Information on PIRSA's work health, safety and return to work programs is presented in PIRSA's annual reports, available at:

https://pir.sa.gov.au/top_menu/about_us/annual_reports

Executive employment in the agency

Information on PIRSA's Executive employment is presented in PIRSA's annual reports, available at: https://pir.sa.gov.au/top_menu/about_us/annual_reports

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/pastoral-board-annual-report-data>

The [Office of the Commissioner for Public Sector Employment](#) has a [workforce information](#) page that provides further information on the breakdown of executive gender, salary and tenure by agency.

Financial performance

Financial performance at a glance

The Pastoral Board does not directly manage an operational budget. It is supported by the Pastoral Unit, PIRSA. Information on PIRSA's financial performance is presented in PIRSA's annual reports, available at:

https://pir.sa.gov.au/top_menu/about_us/annual_reports

Consultants disclosure

The Pastoral Board did not engage consultants in 2019-20. Information on PIRSA's use of consultants is presented in PIRSA's annual reports, available at:

https://pir.sa.gov.au/top_menu/about_us/annual_reports

See also the [Consolidated Financial Report of the Department of Treasury and Finance](#) for total value of consultancy contracts across the South Australian Public Sector.

Contractors disclosure

The Pastoral Board did not engage contractors in 2019-20. Information on PIRSA's use of contractors is presented in PIRSA's annual reports, available at:

https://pir.sa.gov.au/top_menu/about_us/annual_reports

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/pastoral-board-annual-report-data>

The details of South Australian Government-awarded contracts for goods, services, and works are displayed on the SA Tenders and Contracts website. [View the agency list of contracts](#).

The website also provides details of [across government contracts](#).

Risk management

Fraud detected in the agency

Category/nature of fraud	Number of instances
-	0

NB: Fraud reported includes actual and reasonably suspected incidents of fraud.

Strategies implemented to control and prevent fraud

Strategies to control and prevent fraud are specified in the DPC circular Honesty and Accountability for Members of Government Boards - March 2011.

Strategies to control and prevent fraud are also reported in PIRSA's annual reports, available at: https://pir.sa.gov.au/top_menu/about_us/annual_reports

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/pastoral-board-annual-report-data>

Public interest disclosure

Number of occasions on which public interest information has been disclosed to a responsible officer of the agency under the *Public Interest Disclosure Act 2018*:

0

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/pastoral-board-annual-report-data>

Note: Disclosure of public interest information was previously reported under the *Whistleblowers Protection Act 1993* and repealed by the *Public Interest Disclosure Act 2018* on 1/7/2019.

Reporting required under any other act or regulation

Not applicable

Reporting required under the *Carers' Recognition Act 2005*

Information on PIRSA's reporting required under the *Carers' Recognition Act 2005* is presented in PIRSA's annual reports, available at:

https://pir.sa.gov.au/top_menu/about_us/annual_reports

Public complaints

Number of public complaints reported

Complaint categories	Sub-categories	Example	Number of Complaints 2019-20
Professional behaviour	Staff attitude	Failure to demonstrate values such as empathy, respect, fairness, courtesy, extra mile; cultural competency	Nil
Professional behaviour	Staff competency	Failure to action service request; poorly informed decisions; incorrect or incomplete service provided	Nil
Professional behaviour	Staff knowledge	Lack of service specific knowledge; incomplete or out-of-date knowledge	Nil
Communication	Communication quality	Inadequate, delayed or absent communication with customer	Nil
Communication	Confidentiality	Customer's confidentiality or privacy not respected; information shared incorrectly	Nil
Service delivery	Systems/technology	System offline; inaccessible to customer; incorrect result/information provided; poor system design	Nil
Service delivery	Access to services	Service difficult to find; location poor; facilities/ environment poor standard; not accessible to customers with disabilities	Nil
Service delivery	Process	Processing error; incorrect process used; delay in processing application; process not customer responsive	Nil
Policy	Policy application	Incorrect policy interpretation; incorrect policy applied; conflicting policy advice given	Nil
Policy	Policy content	Policy content difficult to understand; policy unreasonable or disadvantages customer	Nil

Complaint categories	Sub-categories	Example	Number of Complaints 2019-20
Service quality	Information	Incorrect, incomplete, out dated or inadequate information; not fit for purpose	Nil
Service quality	Access to information	Information difficult to understand, hard to find or difficult to use; not plain English	Nil
Service quality	Timeliness	Lack of staff punctuality; excessive waiting times (outside of service standard); timelines not met	Nil
Service quality	Safety	Maintenance; personal or family safety; duty of care not shown; poor security service/ premises; poor cleanliness	Nil
Service quality	Service responsiveness	Service design did not meet customer needs; poor service fit with customer expectations	Nil
No case to answer	No case to answer	Third party; customer misunderstanding; redirected to another agency; insufficient information to investigate	Nil
		Total	0

Additional Metrics	Total
Number of positive feedback comments	Nil
Number of negative feedback comments	Nil
Total number of feedback comments	Nil
% complaints resolved within policy timeframes	-

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/pastoral-board-annual-report-data>

Service Improvements resulting from complaints or consumer suggestions over 2019-20

The Pastoral Board aims for continual improvement in improving stakeholder relationships and governance performance to effectively administer the Pastoral Act.

Further information is available in the Board's Governance Charter at: https://pir.sa.gov.au/primary_industry/pastoral_leases_in_sa/pastoral_board, and in PIRSA's policies and procedures on customer service including complaint handling, available at: https://pir.sa.gov.au/top_menu/about_us/corporate_policies