



## **GREEN ADELAIDE BOARD**

### **MINUTES OF MEETING NO 24**

**held from 10.00 am to 2.00 pm  
on Thursday, 25 August 2022  
Office of Design & Architecture  
28 Leigh St, Adelaide**

#### **PRESENT:**

Presiding Member:

Members:

Adrian Skull (via Teams)  
Claire Boan  
Kelvin Trimper  
Trixie Smith (via Teams)  
Felicity-ann Lewis  
Louka Parry  
Tobias Turner  
Dena Vassallo(via Teams)  
Greg Ingleton

#### **APOLOGIES:**

Chris Daniels, Marguerite Swart

#### **IN ATTENDANCE:**

Brenton Grear, A/Executive Director, EHS, DEW  
Stuart Collard, A/Director, Green Adelaide  
Joyce Osborne, Executive Officer  
Louisa Halliday, Manager Strategy and Performance  
Melissa Martin, A/Manager Resilient Communities  
Roisin McAlary, A/Manager Governance

#### **GUESTS:**

Murray Townsend, General Manager, Coast and Marine, DEW  
Neil McFarlane, Director Climate Change, Coast and Marine DEW  
Nadine Kelly, Team Leader Urban Water  
Tammy Partridge, Senior Water Projects Officer

**250822-24-1**

#### **MEETING PROCEDURE**

**250822-24-1.1**

#### **Welcome**

In the absence of Presiding Member, the Board nominated Greg Ingleton as A/Presiding Member for this meeting.

**250822-24-1.2**

**Apologies**

Apologies received from Chris Daniels and Marguerite Swart.

**250822-24-1.3**

**Declarations of Interest**

Claire Boan acknowledged an interest in the Port Adelaide Environment Centre but as the paper at 4.5 was for noting only, was not required to leave the room.

**250822-24-1.4**

**Consent Schedule**

Adrian Skull asked for Item 4.4 to be starred.

*The Board **confirmed** the remaining items within the consent schedule be adopted.*

**250822-24-1.5**

**Minutes of Previous Meeting**

Trixie Smith sought clarification on the decision regarding the item on Adelaide National Park City. The Board confirmed that the minutes on that item were correct.

*The Board **confirmed** the minutes of meeting number 23 held on 28 July 2022 as a true and accurate record.*

**CARRIED**

**250822-24-1.6**

**Matters Arising from Previous Meetings**

*The Board **noted** the matters arising.*

**CARRIED**

**250822-24-2**

**STRATEGIC PRESENTATION TO BOARD**

**250822-24-2.1**

**Adelaide's Beach Management Program**

Murray Townsend, Manager Coast & Marine DEW and Neil McFarlane attended and gave a presentation to the Board on Adelaide's Beach Management Program which covered the physical setting and historical context, management of Adelaide's beaches and the Adelaide beach management review.

**250822-24-3**

**STRATEGIC BOARD MATTERS**

**250822-24-3.1**

**Urban Water Education & Capacity Building Resources**

The Manager, Landscape Operations outlined the paper. Under current legislation and Green Adelaide's Water Affecting Activity (WAA) Control Policy, the Board is required to approve Best Practice Operating Procedures (BPOPs) and Current Recommended Practices (CRPs).

An education package has also been prepared to help the public understand their responsibility when it comes to watercourses. This includes production of an Urban Waterways booklet.

The Team Leader, Urban Water and the Senior Water Projects Officer attended the meeting and answered Board member questions and provided more detail on the BOPs and CRPs.

CRP's are written with an outcome focus and link back to the WAA Control Policy.

Kaurna and Warpulai Kumangka were engaged in the development of the CRPs. Links to Aboriginal cultural heritage requirements around working in waterways were included. Councils have also been engaged at an officer level. The CRPs were also raised at a WAA meeting of all the landscape boards.

As the CRPs are structured for private landholders to help understand their legislative responsibility, it is not felt that further consultation is required.

The BPOPs have had the same initial level of consultation with agencies and councils at officer level. Feedback has been positive.

The next step will be a letter from the Director, Green Adelaide to the Executives of each agency with a copy of the proposed BPOP for comment.

A full communications and engagement plan has been prepared and is ready to roll out which will include private landholder workshops, articles in council newsletters and their social media platforms. A pilot will initially be run with the City of Charles Sturt.

The Board commended the work done.

*The Board:*

- 3.1.1 **Approved** the Green Adelaide Best Practice Operating Procedure (BPOP) draft for consultation.

**CARRIED**

- 3.1.2 **Approved** the Vegetation Removal Current Recommended Practice.

**CARRIED**

- 3.1.3 **Approved** the Ford Crossing Current Recommended Practice.

**CARRIED**

- 3.1.4 **Noted** the Erosion Management and Dam Desilting Guidelines.

**CARRIED**

- 3.1.5 **Noted** the Urban Waterways Booklet.

**CARRIED**

## 250822-24-3.2

### Director's Report

The Director spoke about leadership engagement and that he has had contact with senior staff in local government. There are two audiences – administration of local government and the elected members of local government. The Director has discussed with senior council staff the induction of new elected members. The Board discussed options for presenting Green Adelaide to the new elected members at each Council induction session. Preparation of a video was suggested along with sponsoring networking drinks.

It was agreed to acknowledge past quadrant meetings and advise that another will occur in the first quarter of next year once new council members are inducted.

The action plan for the Partnership and Grant review is being finalised and will be brought back to the Board. Work on the strategic narrative still needs to be worked on.

AICD will be used to help with the Board governance and performance exercise. A workshop will be included the December Board meeting.

The Board also expressed an interest and asked that a bespoke professional development AICD course be arranged.

The Service Level Agreement with DEW will only be for one year and should come back to the Board next month.

The Board

3.2.1 **Noted** the report

**CARRIED**

## 250822-24-3.3

### Finance Report

The A/Manager Governance advised the Board that the draft financial statements were presented to the Risk and Performance Committee on 10 August and submitted to the Auditor-General on 11 August.

The board were advised that the comparative analysis between 2020-21 and 2021-22 for the Boards income and expenses allocated against the Board's priorities in the financial statements was changed this financial year. The methodology was changed to align more directly to the Business Plan, whereby core services are identified as all salaries, business and administration and core services project expenses that facilitate and support the delivery across all of the Board's 7 regional priorities.

The draft financial statements will go through a formal final audit process through September/October and is currently on track to go to Minister in November for endorsement.

The A/Manager Governance advised that the actual total budget carryover request for expenditure has been revised down by \$36,000 to \$2,508,000 and the net result revised down by the equivalent, to \$2,458,000. She also explained the reason for this is due to isolating only the levy component in the Section 68 carryovers.

The Board raised a question about Breakout Creek and were advised that it is currently still within contingency but is likely to go over the current budget.

Questions were also raised about the issues with Second Creek GPT and greening transport corridors. The Board were advised that staff are working with the Second Creek GPT design company who have suggested that minor modifications to the structure may improve performance. Staff are working with the council to make the modifications which are not expensive, therefore associated risk is low but will be monitored.

Staff are working with DIT on a range of topics including their involvement in development of the Urban Greening Strategy and the Government Leadership Group on the strategy. This work will include working with DIT to implement the greening transport corridors project. Reporting on this work is currently through the Urban Greening Strategy project.

The Board discussed carryovers and the need to be realistic around timeframes being set around projects and the need to train staff to think differently.

The Board were advised that the management team is currently reviewing project plans using a checklist of 10-12 questions.

A session with the management team and Kelvin and Adrian is to be set up following the completion of the project plan review process.

*The Board:*

- 3.3.1 **Noted** the draft Financial Statements for the year ending 30 June 2022, subject to minor amendments through the final audit review process.

**CARRIED**

- 3.3.2 **Approved** the budget carryovers from 2021-22 to 2022-23 that are required to be submitted to the Department of Treasury and Finance in August 2022 with changed wording in Attachment 4.

**CARRIED**

**250822-24-3.4      Communications Report**

*The Board:*

- 3.4.1 **Noted** the report.

**CARRIED**

**250822-24-3.5      WHS Report**

*The Board:*

- 3.5.1 **Noted** the report.

**CARRIED**

**250822-24-4 MATTERS FOR NOTING**

**250822-24-4.1 Final Project Report 2021/22**

***Noted*** the final project report for 2021/22

**250822-24-4.2 Urban Greening Strategy Update**

***Noted*** the upcoming engagement activities to be undertaken with key stakeholders to guide the development of the Urban Greening Strategy for metropolitan Adelaide.

**250822-24-4.3 Garden Guide for Infill Homes**

***Noted*** the finalisation of the Adelaide Garden Guide for Infill Homes, official launch and proposed distribution strategy.

**250822-24-4.4 Marketing Campaign**

Item was starred. An overview of the marketing campaign was requested. The A/Manager Resilient Communities provided an update on marketing campaign which was put on hold last year. The idea is to raise the awareness of Green Adelaide by targeting audiences that don't learn of us via the channels that they normally use. The staff are currently working on reactivating the campaign which is required to go through the Department of Premier and Cabinet's all-of-government Government Communications Advisory Committee for approval.

The Board had a general discussion on marketing and communications and discussed a number of possible creative ideas including a possible activation in Rundle Mall or similar that forms part of media buy as well as using the influencer marketing.

***Noted*** that Green Adelaide is re-activating the process to gather mandatory government approvals to launch its more/less mass marketing campaign in February 2023.

**250822-24-4.5 Environment Centres Update**

***Noted*** that Green Adelaide is investing \$847,600 towards SA's nine environment centres for the 2022/23 financial year and the strategic review and plan are underway.

**250822-24-4.6 Correspondence**

**250822-24-4.6.1 Ltr from APLA re Adelaide Park Lands Mgt Strategy Review – 18 July 2022**

**250822-24-4.6.2 Ltr to Auditor-General re interim Green Adelaide Audit – 28 July 2022**

**250822-24-4.6.3 Ltr to MCEW re 28 July mtg – 3 August 2022**

250822-24-4.6.4 Ltr from D Speirs MP to Mayors re Greener Neighbourhoods – 17 August 2022

250822-24-4.7 Register of Interests

*The Board **noted** information papers 4.1, 4.2, 4.3, 4.5, 4.6.1, 4.6.2, 4.6.3, 4.6.4, and 4.7.*

CARRIED

280722-23-5 OTHER BUSINESS

MEETING CLOSED at 2.00 pm

Chris Daniels  
Presiding Member



Date: 29 / 9 / 2022

