



GREEN ADELAIDE BOARD

MINUTES OF MEETING NO 9

held from 11.00 am to 1.30 pm
on Thursday, 22 April 2021
at City of Norwood, Payneham & St Peters

PRESENT: Presiding Member: Chris Daniels

Members: Adrian Skull
Claire Boan
Kelvin Trimper
Dena Vassallo
Trixie Smith
Felicity-ann Lewis
Louka Parry
Greg Ingleton
Tobias Turner (representing Warpulai Kumangka)

APOLOGIES: Brenton Gear

IN ATTENDANCE: Stuart Collard, A/Director Green Adelaide
Joyce Osborne, Executive Officer
Louisa Halliday, Manager Strategy and Performance
Kim Krebs, Manager Community Partnerships
Marguerite Swart, Manager Governance

GUESTS: Cate Hart, Executive Director, EHS

220421-9-1 MEETING PROCEDURE

220421-9-1.1 Welcome

The Presiding Member acknowledged the resignation of Jeffrey Newchurch as a member of the Board.

220421-9-1.2 Apologies

Apology received from Brenton Gear

220421-9-1.3	Declarations of Interest There were no conflicts of interest declared.	
220421-9-1.4	Consent Schedule <i>The Board confirmed the items within the consent schedule be adopted.</i>	CARRIED
220421-9-1.5	Minutes of Previous Meeting <i>The Board confirmed the minutes of meeting number 8 held on 25 March 2021 as a true and accurate record.</i>	CARRIED
220421-9-1.6	Matters Arising from Previous Meetings <i>The Board noted the matters arising.</i>	CARRIED
220421-9-1.7	Resolution Register <i>The Board noted the resolution register.</i>	CARRIED
220421-9-2	BOARD MATTERS	
220421-9-2.1	2021-22 Annual Business Plan Development Update The Manager, Strategy and Performance provided an outline of the paper and updated the Board on the progress of the development of the Annual Business Plan, including categories to which projects have been assigned. The Board agreed that this was a great step forward and would like to have more of a breakdown on Category 1 and 2 projects and have requested that a half day workshop be set up before the next Board meeting to discuss all four categories in more detail. <i>The Board:</i>	
	2.1.1 Noted the progress on development of the 2021-22 Annual Business Plan.	CARRIED
	2.1.2 Noted indicative Category 1 and 2 expenditure to be included in the 2021-22 Annual Business Plan.	CARRIED

2.1.3 **Approved** Category 3 projects and expenditure for inclusion in the 2021-22 Annual Business Plan.

CARRIED

2.1.4 **Noted** that an initial assessment of Category 4 projects and expenditure has been undertaken and requires further consideration. This will be brought to the Board ahead of the May Board meeting to undertake the strategic considerations using the Decision Making Framework

CARRIED

2.1.5 **Noted** that the Board will be required to approve the 2021-22 Annual Business Plan in its entirety at its May meeting.

CARRIED

220421-9-2.2

Financial Management Compliance Program

The Manager, Governance outlined the mandated requirements of the Financial Management Compliance Program which is required under the Department for Treasury and Finance, Treasurers Instructions.

The Board was also advised that an external audit will commence in two weeks.

The Board:

2.2.1 **Approved** the Financial Management Compliance Program for the Board.

CARRIED

2.2.2 **Approved** the Financial Management Compliance Program 2020-21 questionnaire.

CARRIED

2.2.3 **Approved** that the Green Adelaide Board adopts the DEW Finance Management Framework (FMF) 2019 as an overarching framework to support the Board's Financial Management Compliance Program.

CARRIED

220421-9-2.3

Board Policy Framework

The Manager, Governance advised the Board that adopting DEW policies was discussed at the Risk and Performance Committee meeting held on 31 March. The Committee recommended the Board adopt the DEW policies noting that there will be exceptions where the Board should adopt its own policies.

The Board discussed the policies and queried the procedures around the safety of volunteers and queried if there were independent audit checks to ensure the safety of volunteers. The Manager, Community Partnerships advised the Board that safety equipment was provided and training was given to volunteers on

documentation as well as annual training around safe handling procedures.

The Board:

- 2.3.1 **Approved** the adoption of all DEW policies noting the exceptions whereby the Board will create and adopt separate policies
CARRIED
- 2.3.2 **Noted** that Board members can review DEW policies that it has approved for adoption through a request to the Director, Green Adelaide.
CARRIED
- 2.3.3 **Approved** the Risk Management Policy
CARRIED
- 2.3.4 **Approved** the Fraud and Corruption Control Policy
CARRIED
- 2.3.5 **Approved** the Conflict of Interest and Lobbyist Policy
CARRIED
- 2.3.6 **Approved** the Work, Health and Safety Policy for Green Adelaide Board and Committee Members
CARRIED
- 2.3.7 **Noted** the Work, Health and Safety Procedure for Green Adelaide Board and Committee Members
CARRIED
- 2.3.8 **Noted** the Volunteer Safety Procedure
CARRIED
- 2.3.9 **Noted** the Contractor Safety Procedure
CARRIED
- 2.3.10 **Noted** advice regarding incorporating WHS clauses in grant agreements.
CARRIED

220421-9-3.1

Director's Report

The Board were provided with an update on the consultation on the Plan and that the main feedback received related to partnership opportunities and suggestions around evidence base. There were no significant issues that would require a rewrite.

The Board commended the staff on the consultation process and asked that this be conveyed back to all staff.

The Board:

- 3.1.1 **Noted** the Director's report.

CARRIED

220421-9-3.2

Finance Report

The Manager, Governance introduced Roisin McAlary, Green Adelaide Finance Manager.

The Board were advised that large payments will be occurring in the next few months including the payments into the Landscape Priorities Fund has not yet been paid into the fund but will be done the following month.

The Board had a query around assets and what that would mean in terms of next year's budget and were advised that maintenance had been allowed especially for GPT's and that an update on the management and ownership of assets into the future will be required at a future meeting.

The Board:

3.2.1 **Approved** the financial reports and statistics for the financial period ending 31 March 2021.

CARRIED

3.2.2 **Noted** the transfer of the assets and liabilities from the former AMLR NRM Board to the Green Adelaide Board under the machinery of government changes.

CARRIED

220421-9-3.3

WHS Report

The Board:

3.3.1 **Noted** the WHS Report.

CARRIED

220421-9-3.4

MoAA – Adelaide Beach Management

The Board queried whether this agreement incorporated the pipeline and the sand carting project and were concerned that there was a reputational risk for Green Adelaide.

The difference between the \$48M government project and the MoAA, which is the day to day management of the coastline and is a Ministerial directive was explained to the Board.

The Board:

3.3.4 **Approved** the Chair, Green Adelaide Board (or delegate) to sign the Memorandum of Administrative Agreement

between the Green Adelaide Board and the Department for Environment and Water.

CARRIED

220421-9-4 PAPERS TO NOTE

220421-9-4.1 Quarterly Report as at March 2021

220421-9-4.2 National Park City Early Engagement

The Advertiser is expected to launch NPC with an article on 5 June 2021 (World Environment Day). NPC website is being developed and an engagement plan to draft the preliminary vision and modify the universal charter to speak to Adelaide has been commissioned.

220421-9-4.3 Field River & NPC Budgets 2021/22

It was noted that Kaurua representation is absent from the taskforce. It was requested that a letter be sent to the Minister who is the Chair of the Taskforce including reference to the Premier's recent correspondence regarding Reconciliation Action Plans.

220421-9-4.4.1 Letter to MEW regarding March 2021 meeting

220421-9-4.4.2 Letter from AGD regarding risk of fraud

220421-9-4.4.3 Minute to Ministers regarding Government Boards RAPs

220421-9-4.4.4 Letter from AGD regarding external audit

220421-9-4.5 Register of Interest

*The Board **noted** information papers 4.1, 4.2, 4.3, 4.4.1, 4.4.2, 4.4.3, 4.4.4 and 4.5.*

CARRIED

OTHER BUSINESS

The Board acknowledged the hectic work schedule and the contributions from staff and agreed that an acknowledgment will be sent to staff.

MEETING CLOSED at 1.35pm.

Chris Daniels
Presiding Member



Date: 27 / 5 / 2021