

# Eyre Peninsula Landscape Board

## ENDORSED MINUTES – Meeting No.27



Meeting Title: Eyre Peninsula Landscape Board Meeting No.27			
Date: 26 February 2025			
Start Time:	13.00	Finish Time:	15.37
Location:	Natural Resources Centre 50B McKenzie Street Ceduna SA 5690		
Attendees: *via MS Teams	<b><u>Board members</u></b> P Treloar (Chair) (13.00 – 15.37) N Becker (13.00 – 15.37) C Cox (13.00 – 15.37) * K McShane (13.00 – 15.37) S Milner (13.00 – 15.37) * S Walsh (13.00 – 15.37)		
Staff:	<b><u>Staff</u></b> J Clark (General Manager) (13.00 – 15.37) * S Stovell (Manager, Planning and Business Support) (13.00 – 15.37) S Drewer (Manager Landscape Operations) (13.00 – 15.37) E Williams (Board Executive & Administration Officer) (13.00 – 15.37) L Hunt (Team Leader Landscape Operations, Western) (13.00 – 15.37) A Sleep (Landscape Officer, Western) (13.00 – 13.30)		
Visitors / Guests:	<b><u>Guests</u></b> Mayor Ken Maynard – Ceduna District Council Deputy Mayor Robert Sleep – Ceduna District Council Cr Geoff Ryan – Ceduna District Council Cr Anthony Nicholls – Ceduna District Council Cr Joyce Brewster – Ceduna District Council Timothy Coote (CEO) – Ceduna District Council		
Apologies:	S Coleman M Dennis		
Item	Meeting Standing Items		
1. Welcome			
1.1	<b>Welcome, apologies, and agenda check</b> The Chair opened the meeting at 13.00, delivered an acknowledgement of country and welcomed those in attendance to meeting No.27 of the Eyre Peninsula Landscape Board (the Board). The Chair called for additional agenda items, nil were received.		

1.2	<p><b>Declarations of interest</b></p> <p>A briefing paper with the conflict of interest register was provided to the Board. P Treloar reported to the paper as presented.</p> <p><b>Recommendation: 27.1.2</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) note the updated declarations register and include any new declarations of interest and or conflict, if disclosed.</b></p> <p><b>Moved:</b> Nikki Becker      <b>Seconded:</b> Steven Milner      <b>Outcome:</b> Carried</p> <p><i>Action 1 – E Williams to update the declarations register with updated declarations from both Peter Treloar and Cecelia Cox.</i></p>
<b>2. Deputations and Presentations</b>	
2.1	Nil
<b>3. Strategic Items</b>	
3.1	<p><b>People Matter Employee Survey Results</b></p> <p>A briefing paper providing the Board with an overview of the People Matter Employee Survey was presented. Following discussion, the Board moved:</p> <p><b>Recommendation 27.3.1</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) note the results of the "People Matter Employee Survey" and the approach taken by the Senior Management Team.</b></p> <p><b>Moved:</b> Steven Milner      <b>Seconded:</b> Cecelia Cox      <b>Outcome:</b> Carried</p>
3.2	<p><b>Regional Landscape Plan Review</b></p> <p>A briefing paper outlining the timeframes and expected approach to the review and update of the Eyre Peninsula Regional Landscape Plan and supporting documents were presented to the Board for discussion and to provide direction for staff. Following discussion, the Board moved:</p> <p><b>Recommendation:</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board)</b></p> <ul style="list-style-type: none"> <li>• <b>Endorse the continuation of the existing basis to the collection of land and water levies.</b></li> <li>• <b>Endorse the proposed approach and broad timeframes for the review and update of the Eyre Peninsula Landscape Plan.</b></li> </ul> <p><b>Moved:</b> Cecelia Cox      <b>Seconded:</b> Steven Milner      <b>Outcome:</b> Carried</p>
3.3	<p><b>Mid-year Budget Review (RAFC Paper updated)</b></p> <p>A briefing paper providing the Board with an update on the outcomes of the review of the Annual Budget for 2024-25, as at the end of December 2024. Following discussion, the Board moved:</p> <p><b>Recommendation:</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) endorse the Mid-Year Budget Adjustment of a net decrease in expenditure of \$264,231 to be re-allocated to priority projects or cost pressures.</b></p> <p><b>Moved:</b> Cecelia Cox      <b>Seconded:</b> Steven Milner      <b>Outcome:</b> Carried</p>
<b>4. Procedural Matters</b>	
4.1	<p><b>Adoption of Minutes EPLB Meeting No.26</b></p> <p>The draft minutes of Eyre Peninsula Landscape Board Meeting No.26 held on 26 November 2024 were provided for formal endorsement.</p> <p><b>Recommendation 27.4.1</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) accepts the minutes of meeting No.26 held on 26 November 2024 as a true and accurate record of the business conducted at that meeting.</b></p> <p><b>Moved:</b> Kate McShane      <b>Seconded:</b> Sandra Walsh      <b>Outcome:</b> Carried</p>



4.2	<p><b>Action Register</b></p> <p>The list of action items arising from the previous board meeting was provided for information. Following discussion, the Board moved:</p> <p><b>Recommendation 27.4.2</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) note the status of Board action items.</b></p> <p><b>Resolved</b></p>
4.3	<p><b>Risk Audit &amp; Finance Committee Recommendations</b></p> <p>A briefing paper summarising the Risk Audit &amp; Finance Committee recommendations from meeting no.14, held on 20 November 2024 was provided to the Board. S Stovell reported to the paper as presented.</p> <p>Following discussion, the Board moved:</p> <p><b>Recommendation 27.4.3</b></p> <p><b>Motion: The Eyre Peninsula Landscape Board Risk, Audit and Finance Committee (the Committee) recommend that the Eyre Peninsula Landscape Board (the Board):</b></p> <ol style="list-style-type: none"> <li><b>1. Endorse the Mid-Year Budget Adjustment of a net decrease in expenditure of \$264,231 to be re-allocated to priority projects or cost pressures.</b></li> <li><b>2. Note the Critical WHS Risk Register and Strategic Risk Management for January 2025, noting the identified risks, controls and status of progress, with changes as tabled.</b></li> <li><b>3. Endorse the following board policies and procedures that have been reviewed and will now move to a three-year review cycle:</b> <ul style="list-style-type: none"> <li>• ADM03 – Travel (Private Vehicle) Reimbursement Policy</li> <li>• ADM03.01 – Travel Diary Form</li> <li>• GOV00 – Eyre Peninsula Landscape Board Governance Handbook</li> <li>• GOV14 – Fraud and Corruption Procedure</li> <li>• GOV15 – Common Seal Policy</li> </ul> </li> <li><b>4. Endorse the new board policy and procedure with a 12 month review period:</b> <ul style="list-style-type: none"> <li>• GOV40 – Remuneration and Reimbursements for Boards and Committees Policy</li> <li>• GOV40.01 – Remuneration and Reimbursements for Boards and Committees Procedure</li> </ul> </li> <li><b>5. Approve the following revenue or expenditure adjustments:</b> <ul style="list-style-type: none"> <li>• Interest gross up - \$53,000 (GST exclusive)</li> <li>• Sus Ag project - \$516,643 (GST exclusive)</li> <li>• Drooping Sheoak project - \$292,367 (GST exclusive)</li> </ul> </li> </ol> <p><b>Moved:</b> Sandra Walsh      <b>Seconded:</b> Cecelia Cox      <b>Outcome:</b> Carried</p>
4.4	<p><b>Finance Report</b></p> <p>A briefing paper providing the Board with a financial report ending October 2024 was provided to the Board. S Stovell reported to the paper as presented.</p> <p>Following discussion, the Board moved:</p> <p><b>Recommendation 27.4.4</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) note the Financial Report for January 2025.</b></p> <p><b>Moved:</b> Steven Milner      <b>Seconded:</b> Nikki Becker      <b>Outcome:</b> Carried</p>

4.5	<p><b>Ratify Out of Session in camera minutes</b></p> <p>The Eyre Peninsula Landscape Board to approve out of session the in-camera minutes for meeting no. 22, meeting no. 24 and meeting no. 25. Following discussion, the Board moved:</p> <p><b>Recommendation 26.4.5</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) accepts the in camera minutes of the following meetings as a true and accurate record of the business conducted at:</b></p> <ul style="list-style-type: none"> <li>• In Camera Meeting No. 22 – 20 February, 2024</li> <li>• In Camera Meeting No. 24 – 18 June, 2024</li> <li>• In Camera Meeting No. 25 – 27 August, 2024</li> </ul> <p><b>Moved:</b> Cecelia Cox      <b>Seconded:</b> Sandra Walsh      <b>Outcome:</b> Carried</p>
4.6	<p><b>RAFC Terms or Reference and Membership</b></p> <p>A briefing paper providing the Board with the 2023-24 Annual Review and 2023-24 Financial Statements. Following discussion, the Board moved:</p> <p><b>Recommendation 27.4.6.1</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) to endorse the Risk, Audit and Finance Committee (the Committee) Terms of Reference, and to discuss the requirement for a new independent member.</b></p> <p><b>Moved:</b> Cecelia Cox      <b>Seconded:</b> Sandra Walsh      <b>Outcome:</b> Carried</p> <p><b>Recommendation 27.4.6.2</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) conduct a public call out for a new independent member for the Risk Audit and Finance Committee (the Committee).</b></p> <p><b>Resolved</b></p> <p><b>Recommendation 27.4.6.3</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) Change Item 5.1 of the Risk Audit and Finance Committee Terms of Reference Membership from two to up to two independent members.</b></p> <p><b>Moved:</b> Kate McShane      <b>Seconded:</b> Nikki Becker      <b>Outcome:</b> Carried</p> <p><i>Action 2 – J Clark to send a letter to David Levey thanking him for his participation on RAFC.</i></p>
<b>The meeting recessed at 14.42 and returned at 14.54</b>	



## 5. Standing Items for Noting

5.1-11	<p><b>The Board noted the following reports:</b></p> <ul style="list-style-type: none"><li>5.1 Presiding Member's Report</li><li>5.2 Board Member Reports</li><li>5.3 General Manager's Report</li><li>5.4 Communication and Media Report</li><li>5.5 Contract, Grant and Purchase Order Execution Report</li><li>5.6 Work Health &amp; Safety Performance Report</li><li>5.7 Common Seal Register</li><li>5.8 Seasonal Outlook</li><li>5.9 Referrals Management update</li><li>5.10 Landscape Priorities Fund Update</li><li>5.11 WAP Update</li></ul> <p><b>Recommendation 27.5.1 – 5.11</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) resolve to receive the standing items for noting, as presented.</b></p> <p><b>Resolved</b></p>
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## 6. Correspondence

	<p><b>The Board noted the following correspondence:</b></p> <ul style="list-style-type: none"><li>6.1 Lipson Cove Camping Ground and Pt Spencer (in)</li><li>6.2 Brian March_Lipson Cove (out)</li><li>6.3 Proposed Hydrogen Development_Karen Baines (in)</li><li>6.4 Proposed Hydrogen Development_Karen Baines (out)</li><li>6.5 DEW2401792 - TRELOAR Peter 24/25 Landscape Priorities Fund Grants Program (in)</li><li>6.6 Letter from the CE of DEW_Climate Ready Government (in)</li><li>6.7 DEW-D0028888_24-25 pricing schedule (in)</li><li>6.8 Letter of Support_SA Feral Deer Eradication Program Stage 2 (out)</li></ul> <p><b>Recommendation 27.6.1-8</b></p> <p><b>Motion: That the Eyre Peninsula Landscape Board (the Board) resolve to receive the standing items for noting, as presented.</b></p> <p><b>Resolved</b></p>
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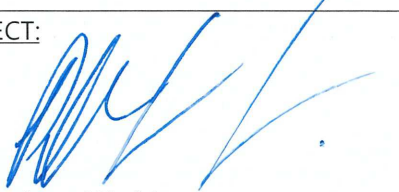
## 7. Meeting Closure

7.1	<p><b>Invitations for next meeting</b></p> <p>Meeting No.28 has been scheduled to be held on Tuesday 29th April in Whyalla. Invitations to be considered for the Hydrogen, Northern Water Desal Project, SAAL, and Sandra Walsh to provide details of the bush foods project.</p>
7.2	<p><b>Next meeting details including the Governance Schedule</b></p>
7.3	<p><b>Communications Out</b></p> <p>Nil</p>
7.4	<p><b>Review of Action List</b></p> <p>The Board noted the actions.</p> <p><i>Action 3 – That the Board write a letter to the family of Freddy Pickett (former EPLB staff member) following his passing.</i></p>



7.5	<b>Board Claims and Administration Items</b> Claim forms were distributed and completed on site.
7.6	<b>Meeting Review</b>  <b>Motion: That the Caring for Country Aboriginal Participation Plan be received by the Board.</b> <b>Moved:</b> Steven Milner <b>Seconded:</b> Cecelia Cox <b>Outcome:</b> Carried
7.7	<b>Meeting closed</b> The meeting closed at 15.37

CERTIFIED CORRECT:



Signed – Peter Treloar (Chair)

27 / 04 / 2025

