

Hills and Fleurieu Landscape Board

Minutes

Acknowledgement of Country

We acknowledge the lands of the Hills and Fleurieu region are the traditional lands for the Kurna, Peramangk and Ngarrindjeri Nations. We respect the Kurna, Peramangk and Ngarrindjeri people as the custodians of these lands, and that their cultural and heritage beliefs, and spiritual relationships with Country, are still important to their people today.

Meeting Title:	Hills and Fleurieu Landscape Board Meeting #13		
Date:	Wednesday 23 June 2021		
Start Time:	9:30am	Finish Time:	12:30pm
Location:	Mount Barker Officer – Cnr Mann & Walker St, Mount Barker SA 5251	Room:	Conference room
Attendees:	<p><i>Board Members:</i> D Greenhough (Chair), A Lowe, C Schofield, D Smith, C West, A Williams, J Klein</p> <p><i>Staff:</i> M Garrod (General Manager), W Telfer (Manager Planning, Engagement & Partnerships), B Della Torre (Manager, Landscape Operations), C Lewis (Manager, Business and Governance), O Prohoroff (Executive Officer)</p>		
Apologies:	Nil.		

Item	Meeting Items
	<p>Presentation: Review of the feral goat policy and related Landscape South Australia Act 2019 declarations</p> <p>A presentation was given by Dr. Giverny Rodgers from the Department of Primary Industries and Regions (PIRSA) around the current goat policy and related Landscape South Australia Act 2019 declarations. The current legislation and policies have not been successful in reducing goat impacts and/or controlling the existing issues around goats such as overgrazing, infrastructure damage and other social issues. There have been attempts to review this policy in 2011, 2016 and 2017 with contributions from the Natural Resource Management (NRM) Boards and the Pastoral Board.</p> <p>The question was asked whether there should be another review of the policy, noting that the State policy will ultimately be determined by PIRSA after receiving any feedback from the landscape boards. The board was supportive of a review of the policy, and suggested that Hills and Fleurieu staff should contribute the regions’ perspectives to a review if it occurs. It is the intention that this potential policy review will be discussed by Landscape Board Operational Managers before advising a future General Manager’s (GM’s) meeting, and ultimately the Chair’s Forum, after which a collective view can be provided to PIRSA. This recommendation will be reflected under ‘Other Business’.</p>
1. Preliminary and Procedural Matters Item	
	Welcome and Apologies
1.1	The Chair opened the meeting acknowledging it was being held on traditional lands of the Peramangk Nation.

	<p>All attendees were welcomed to the meeting acknowledging the current COVID-19 restrictions reiterating for those present to adhere to social-distancing guidelines.</p> <p>The Chair informed the board that Drew Smith has handed in his resignation and that this would be his last board meeting due to him potentially moving interstate within the next 12 months. A thank you was given to Drew for his contributions and dedication.</p>
1.2	<p>Conflict of Interest Disclosures</p> <p>A Williams raised a possible Conflict of Interest for ‘Item 2.4: McLaren Vale Water Allocation Plan Advisory Committee (Membership and Work plan)’ noting that she has existing relationships with some of the proposed members. A Williams would like to make contributions to the work plan but will sit out during the appointment process.</p> <p>C Schofield questioned whether it was necessary to present a conflict of interest form which could be held for future reference. The GM provided advice that the current policy for board meetings in the Landscape Board Governance Handbook states that is sufficient to minute any declared conflict of interests and the nature of the conflict. The board agreed to continue with the existing policy for documenting conflicts of interest.</p> <p>There were no additional conflict of interest disclosures arising from the agenda declared at the meeting.</p>
1.3	<p>Consent Schedule</p> <p><i>The board approved and agreed all items remaining on the Consent Schedule be adopted.</i></p> <p>Moved: C Schofield; Seconded: C West</p> <p style="text-align: right;">CARRIED</p>
1.4	<p>Any Other Business</p> <p>Item(s) added for discussion in 4.0 Other Business:</p> <ul style="list-style-type: none"> • Affixing Common Seal • Goat Control Policy
1.5	<p>Minutes from the previous meeting</p> <p><i>The board confirmed the minutes of meeting number 12 held on 26 May 2021 as a true and accurate record.</i></p> <p>Moved: D Smith; Seconded: A Lowe</p> <p style="text-align: right;">CARRIED</p>
1.6	<p>Actions arising from previous meetings</p> <p><i>The board noted the current status of the actions arising from the previous meetings.</i></p> <p style="text-align: right;">CARRIED</p>
1.7	<p>Resolutions Register</p> <p><i>The board noted the resolutions register.</i></p> <p style="text-align: right;">CARRIED</p>

2. Items

DEW and H&FLB Service Level Agreement

The GM provided background information about the Service Level Agreement (SLA) between the Department for Environment and Water (DEW) and HFLB. DEW and former Natural Resource Management (NRM) boards operated under partnership arrangements which were formalised through a SLA detailing the services and outcomes to be delivered by DEW for the NRM boards, this included the budget for delivery of the services and outcomes. The most recent agreement was an *Interim* SLA signed by the Presiding Member on 24 March 2021 – this covered the period from 1 July 2020 to 30 June 2021.

On 12 April 2021, new corporate service arrangements commenced giving landscape boards a greater level of responsibility for managing their own services and reduced the service delivery by DEW. The current draft SLA has been developed to recognise these changes, noting it has operational dates from 12 April 2021 to 30 June 2022 and will supersede the previous *Interim* SLA.

Many improvements have been made to the draft SLA in collaboration with GM's and the landscape board Business and Governance (B&G) Managers. This draft summarises the services DEW will provide for landscape boards, including a range of services that have been mandated by the Minister such as ICT services. A range of services are also available for landscape boards to purchase additional services from DEW if desired.

The price per FTE under ICT Services is set at \$11,681, which is a considerable amount but the GMs and B&G Managers are now comfortable with this figure.

2.1 Some figures provided still require further confirmation about the services to be received, such as the \$36,064 provided for Landscape SA Administrative Fees – services provided by the Landscape Services Branch. The indexation of the Water Planning and Management contributions, which has been indexed at 2.5% from last year's figure based on Treasury forward estimates. Collectively the GM's were not comfortable with this indexation given CPI is considerably lower than this.

A Williams noted and was concerned that the figure provided for the Water Planning and Management contribution of \$1,439,296, is not itemised to show the services to be received for this contribution.

Action: The GM to write to the relevant DEW Executive Director seeking a justification for the 2.5% indexation of the Water Planning and Management contribution, highlighting the board's desire to understand the services the region will receive for the contribution, and enquiring about the timing and process for the review of the relative contributions by boards.

The board:

2.1.1 **endorsed** the DRAFT Service Level Agreement with DEW for the period 12 April 2021 – 30 June 2022 noting the feedback provided by the board and the action to better understand the indexation, services and process for review of the Water Planning and Management contribution.

Moved: C West; Seconded: A Lowe

CARRIED

Board procurement framework and authorisations

2.2 The GM requested to have this paper formally withdrawn noting that he understands that advice on financial delegations will be shifting due to a new Treasurer's Instruction (TI18) which will be finalised imminently, and take affect from 1 July 2021.

	<p>It is understood that this will include a financial delegation for Chief Executives or their equivalents of up to \$11,000,000. Considering the above, this paper will be brought to the next board meeting in July, as a more comprehensive paper including detail of TI18, with a revised set of delegations for board approval.</p> <p style="text-align: right;">CARRIED</p>
2.3	<p>Landscape board performance reporting 2020-21</p> <p>The board was encouraged to provide feedback on the draft performance report. A Lowe questioned whether we would be revisiting recommendations for improving the report template. W Telfer flagged that the Planning and Engagement Network are looking to review the report format by October ready for the December reporting. The GM added that if the board endorses the response to the Minister (which will be provided by the Chair), we could forecast the work developed by the Planning and Engagement Network.</p> <p>A Williams provided a comment against ‘<i>Section B: Governance and Business Operations, 2. Information and Knowledge</i>’ that knowledge around soil science and related areas such as nutrient management needs to be strengthened.</p> <p><i>The board:</i></p> <p>2.3.1 reviewed the draft performance report for 2021-21 and provided feedback on additions required to the report;</p> <p>2.3.2 endorsed the report for provision to the Minister by 30 June 2021</p> <p>Moved: A Williams; Seconded: A Lowe</p> <p style="text-align: right;">CARRIED</p>
2.4	<p>McLaren Vale WAP Advisory Committee (Membership and Work plan)</p> <p>W Telfer provided some background information on the McLaren Vale Water Allocation Plan Advisory Committee (WAPAC) recapping that the board approved its establishment and terms of reference at Meeting #8. The Minister and Department of Premier and Cabinet have now endorsed this committee as a formal committee of the board.</p> <p>The work plan suggests the committee will undertake the WAP review phase over four meetings. A Williams questioned whether the work plan and timing for meetings is flexible. W Telfer confirmed that the proposed dates and process are flexible, and the WAPAC can tailor the process and timing for meetings as required.</p> <p>The WAPAC will have 10 members and will be chaired by a board member. Attachment 1 provided ‘<i>Proposed membership</i>’ noting that six people have confirmed their interest and an additional four members are still being sought. Two of the board members, J Klein and D Smith have previously shown interest in being on the WAPAC.</p> <p>D Smith who has previously shown his interest in becoming a member will no longer be able to participate due to his membership lapsing. J Klein agreed to chair the committee and C West expressed his interest in taking D Smith’s place on the committee.</p> <p>J Klein reiterated the importance of having a diversity of members appointed. A Lowe stated that the proposed membership for the Committee appears to represent a good balance of skills, but requested</p>

	<p>that for future committee membership recommendations, a skills matrix be included to ensure key skills are represented within the committee.</p> <p><i>The board:</i></p> <p>2.4.1 noted the WAP advisory Committee work plan noting the commitment to flexibility.</p> <p>Moved: C Schofield; Seconded: D Smith</p> <p>2.4.2 approved the people listed in Attachment 1 for membership to the McLaren Vale WAP Advisory Committee noting that D Smith will be replaced by C West as a board representative and J Klein will chair the Committee.</p> <p>Moved: C Schofield; Seconded: C West</p> <p>2.4.3 delegated finalisation of membership to the General Manager and Chair.</p> <p>Moved: A Lowe; Seconded: C Schofield</p> <p style="text-align: right;">CARRIED</p>
2.5	<p>Transfer of surface water monitoring assets</p> <p>W Telfer highlighted that this discussion paper has high importance as inheriting the 13 surface water monitoring assets from Green Adelaide (GA) gives the HFLB a responsibility for their maintenance and use. The H&F Water Resources Team prioritised the list of 21 sites down to 13 sites based on what is needed to support water planning modelling and decision-making. These sites are a combination of flow and water quality stations. Of the remaining 8 sites, it is proposed that 6 be decommissioned in 2021-22 by GA and two will potentially be retained by GA.</p> <p>The board suggested it would be useful to include a map of where these 13 sites and other agencies' monitoring sites are situated within the region. A Williams questioned whether the any of the pluviometer stations that are proposed to be decommissioned are important given discussions in the preparation of the Western Mt Lofty Ranges WAP about understanding rainfall and run-off in some catchments. W Telfer confirmed that the Water Team will check whether this data assets are largely weather stations and are not necessary to inform the water planning.</p> <p>Action: A paper to be brought to the next board meeting with a map of the monitoring sites and confirming whether there is any need for the proposed decommissioned sites to support understanding of run-off in specific catchments.</p> <p><i>The board:</i></p> <p>2.5.1 noted the importance of surface water monitoring data to underpin the board's water allocation plan policy decision-making.</p> <p>Moved: A Williams; Seconded C West</p> <p>2.5.2 endorsed the transfer of 13 surface water monitoring stations in the Hills and Fleurieu region from Green Adelaide to the Hills and Fleurieu Landscape Board as of 1 July 2021 noting that a map will be provided at the next meeting.</p> <p>Moved: A Lowe; Seconded: C West</p>

	<p>2.5.3 noted that 6 surface water monitoring stations in Hills and Fleurieu will be decommissioned by Green Adelaide and 2 stations may continue to be owned and managed by Green Adelaide,</p> <p>2.5.4 requested the General Manager with the Planning and Engagement Manager review these 6 for their utility for run-off modelling relative to other monitoring stations.</p> <p>Moved: A Williams; Seconded: C Schofield</p> <p style="text-align: right;">CARRIED</p>
2.6	<p>Draft Water Security Statement 2021</p> <p>The Government of South Australia has prepared a draft Water Security Statement providing an overview of the water security status of key population centres and water resources across South Australia, as well as strategic priorities for water security. A letter was provided from the Minister asking for the HFLB’s views on the draft Statement.</p> <p>The board suggested that the Statement does not provide a strong vision for what is needed to support water security in each region. It supported the proposed response. A Williams suggested an amendment to the response letter wording from ... <i>“To assist primary producers to move from lower value outputs to higher value ones”</i> to <i>“To assist primary producers to maximise productive outputs from water used.”</i>, and that strategic priority 1 should also focus on managing demand (rather than just trying to make supply meet demand).</p> <p>Action: Circulate the response to the Minister to board members once amended.</p> <p><i>The board:</i></p> <p>2.6.1 considered the draft Water Security Statement 2021;</p> <p>2.6.2 endorsed the draft response to the Minister about Water Security Statement 2021</p> <p>Moved: C West; Seconded: J Klein</p> <p style="text-align: right;">CARRIED</p>
2.7	<p>Native Vegetation Review</p> <p>The Parliament of South Australia’s Natural Resource Committee (NRC) are in the process of reviewing the <i>Native Vegetation Act 1991</i> (the NV Act) with the board having the opportunity to provide comments on this review. The NV Act is fundamental legislation complementing the delivery of the <i>Landscape South Australia Act 2019</i> (the Act) by the board.</p> <p>The HFLB discussed point 3 <i>‘Investigate the level of awareness, education and engagement of the community on the NV Act’</i>. - the response provided referenced the 2019 Cudlee Creek Fires and the lack of knowledge around landholders managing native vegetation on their properties along with staff witnessing unauthorised clearances of native vegetation. A Williams agreed that she has encountered situations where landholders have lacked knowledge of the requirements and processes around native vegetation.</p> <p>The GM stated that Native Vegetation Board staff will be attending the next GM’s Meeting to discuss the idea of boards being involved in Environmental Benefits Scheme. The chair added that the newly appointed chair (Vaughan Levitzke) of the Native Vegetation Board will be attending the next Chair’s Forum.</p>

	<p>A Lowe stated the importance of retaining remnant vegetation that can never be replaced to the same quality by revegetation. J Klein pointed out that point 5 of the inquiry <i>'Inquire into the extent of native vegetation loss in SA since Federation to 1991, the extent of loss of gain since the 1991 Act and an assessment of the status of threatened species in SA and their dependence on native vegetation'</i> presents an opportunity to include a value statement around the importance of this to our region.</p> <p>Action: Strengthen the response to the NVC Inquiry about the need for strong compliance and engagement to ensure remnant vegetation is retained.</p> <p><i>The board:</i></p> <p>2.7.1 noted the NRC review of the NV Act;</p> <p>Move: J Klein; Seconded: A Lowe</p> <p>2.7.2 endorsed the response letter (attachment) to NRC from the board regarding the review of the NV Act with the suggested edits provided above.</p> <p>Moved: A Lowe; Seconded: C Schofield</p>	CARRIED
3. Standing Items		
3.1	<p>Finance Overview</p> <p>The board was presented with the May financial overview, including four attachments being: <i>Attachment 1 – Board Statement of Comprehensive Income for period ending 31 May 2021;</i> <i>Attachment 2 – Board Expenditure by Project for period ending 31 May 2021;</i> <i>Attachment 3 – Board Statement of Financial Position for period ending 31 May 2021;</i></p> <p><i>The board:</i></p> <p>3.1.1 accepted the financial reports and statistics for the period ending 31 May 2021</p> <p>Moved: C West; Seconded: D Smith</p>	CARRIED
3.2	<p>Work Health And Safety Report</p> <p>No Work Health and Safety Matters have been reported within the last month.</p> <p>The GM informed the board of the collective landscape board policy review working group have finalised the board member and committee Work Health and Safety Policy and Procedure. This is being drafted and will eventually be presented to the board.</p> <p><i>The board noted the General Manager's verbal Work Health and Safety Report.</i></p>	CARRIED
3.3	<p>General Manager's Report</p> <p>An event was held on Saturday 19 June 2021 at Woodside for the Cudlee Creek Fire Recovery Plant Give-away. This involved 18 staff members and 12 supporting organisations, 15,550 plants had been collected by nearly 200 landholders, with positive media coverage on the Australian Broadcasting Corporation (ABC).</p> <p><u>Funding update</u> An exchange of letters and a funding agreement between the Minister and the HFLB has been completed securing the \$2.738M for HFLB to run a Catchment Recovery grants program over 2021-22.</p>	

	<p><u>Grassroots Grants</u> The second round of grants closed 24 May 2021 with a result of 62 eligible applications in comparison with 71 from the last round. The amount applied for is \$546,675 with the budget being \$220,000 which is a reduced rate of over-subscription from the previous round in which more than 1.1M was sought.</p> <p><u>First Nations Partnerships</u> Bill Wilson has started as the Aboriginal Partnerships Officer and there will be an opportunity for the board to meet with Bill during lunch.</p> <p><u>Bandicoot Superhighway Project</u> A funding update was given noting that we had successful is receiving \$250,000 over 2 years for the Bandicoot Superhighway Project.</p> <p><i>The board noted the General Manager’s report.</i></p> <p>Moved: J Klein; Seconded: C Schofield</p> <p style="text-align: right;">CARRIED</p>
3.4	<p>Board Member Activity Register and Engagement Forward Planner 2021-22</p> <p>C Schofield provided two updates which will be provided to the Executive Officer for updating.</p> <p>A Lowe provided some comments around the board members participating in events following a board meeting.</p> <p>Action: The GM and operational staff will work to prioritise and flesh out the spring-time opportunities presented in the engagement forward planner and will circulate options to board members out of session.</p> <p><i>The board noted the engagement forward planner 2021-22 and register of meetings and events attended by the Chair and board members in their capacity as representatives of the Hills and Fleurieu Landscape Board.</i></p> <p style="text-align: right;">CARRIED</p>
3.5	<p>Register of Interests</p> <p><i>The board noted the current Register of Interests.</i></p> <p style="text-align: right;">CARRIED</p>
3.6	<p>Use of the Common Seal</p> <p><i>The board noted that there are no updates for the Use of the Common Seal.</i></p> <p style="text-align: right;">CARRIED</p>
3.7	<p><u>Correspondence</u></p> <p>The board was provided with the following correspondence via its Microsoft Teams portal:</p> <p>3.7.1 10 May 2021 – Letter to the General Manager from PIRSA re Feral Goat Policy; 3.7.2 20 May 2021 – Letter to the Chair from Auditor General’s Department re risk of fraud; 3.7.3 25 May 2021 – Letter from the Minister – Landscape Priorities Fund ‘ Restoring coastal and marine habitats for wildlife conservation’; 3.7.4 28 May 2021 – Letter from the Minister – Friends of Parks group; 3.7.5 31 May 2021 – Letter to the Chair from National Parks and Protected Area Program – Classifications of parks across SA;</p>

	<p>3.7.6 2 June 2021 – Letter from the Minister – Landscape SA Excellence Award;</p> <p>3.7.7 3 June 2021 – Letter to the Chair from Auditor General’s Department re audit mandate and strategy;</p> <p>3.7.8 4 June 2021 – Letter to the Minister – 2021-22 Catchment Recovery Grant Program;</p> <p>3.7.9 16 June 2021 – Letter to the Auditor General’s Department from General manager re risk of fraud;</p> <p>3.7.10 16 June 2021 – Letter to the Auditor General’s Department from the Chair re risk of fraud</p> <p>The board noted the correspondence provided via Microsoft Teams.</p>	CARRIED
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------

4. Other Business

	<p>Other Business</p> <p><u>Goat Control Policy</u></p> <p>The board:</p> <p>4.1.1 noted the information provided by PIRSA and requests that staff provide a HFLB perspective which will then be taken to the GM’s meeting and brought to the Chair’s forums to formulate a State-wide response.</p> <p>Moved: C Schofield; Seconded: J Klein</p> <p><u>Affixing Common Seal</u></p> <p>The GM and Chair wrote to the Minister to confirm the scope of the Grant Agreement between the Minister for Environment and Water and HFLB for the Catchment Recovery funding. After Ministerial approval and the exchange of letters, the geographical extent will include all catchments affected by the Cudlee Creek Fire. The Minister has also approved its deployment into the areas affected by the recent Cherry Gardens Fire.</p> <p>Confirmation has been given by the Manager, Financial Accounting and Procurement within DEW that if the board approves the Chair affixing the Common Seal, this carries an up to \$15,000,000 delegation.</p> <p>The board:</p> <p>4.1.1 endorsed the use of the Common Seal on behalf of the board to execute the Grant Agreement between the Minister for Environment and Water and the Hills and Fleurieu Landscape Board for the Bushfire Recovery Fencing Grants.</p> <p>Moved: J Klein; Seconded: A Lowe</p>	CARRIED
--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------

5. Meeting Closure

6.1	<p>Next meeting details: 28 July 2021 Mount Barker Office (Cnr Mann & Walker St, Mount Barker SA 5251)</p>
6.2	<p>Meeting close: 12:43pm</p>

<p>ENDORSED</p> 	<p>DAVID GREENHOUGH</p> <p>PRESIDING MEMBER HILLS AND FLEURIEU LANDSCAPE BOARD</p> <p>Date: 28 July 2021</p>
------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------

ACRONYM INDEX

Acronym	Meaning
AEP	Annual Exceedance Probability
AMLR	Adelaide and Mount Lofty Ranges
BAP	Biodiversity Action Plan
CCSA	Conservation Council of South Australia
CE	Chief Executive
CEO	Chief Executive Officer
CHRIS	Complete Human Resource Information System
CP	Conservation Park
CRC	Cooperative Research Centres
DA	Development Application
DEW	Department for Environment and Water
DPA	Development Plan Amendment
DTF	Department of Treasury and Finance
e-NGO	Environmental Non-Government Organisations
EAP	Employee Assistance Program
EMLR	Eastern Mount Lofty Ranges
EPA	Environmental Protection Authority
EPBC	<i>Environment Protection and Biodiversity Conservation Act 1999</i>
FY	Financial Year
ED	Executive Director
GPT	Gross Pollutant Trap
Ha	Hectare
HFLB	Hills and Fleurieu Landscape Board
HR	Human Resources
IM	Injury Management
LGA	Local Government Association
LMT	Landscape Management Team
LO	Landscapes Officer
MERIT	Monitoring Evaluation Reporting & Improvement Tool
MOAA	Memorandum of Administrative Agreement
MoU	Memorandum of Understanding
NGO	Non-Government Organisation
NLP2	National Landcare Program Two
NP	National Park
NPWS	National Parks & Wildlife Service
NR	Natural Resources
NRC	Natural Resource Centre
NRM	Natural Resources Management
NVC	Native Vegetation Council
RALF	Regional Agriculture Landcare Facilitator
RDA	Regional Development Australia
RLP	Regional Land Partnerships
RP	Recreation Park
RTW	Return to Work
SAMDB	South Australian Murray Darling Basin
SAPOL	South Australian Police
SARDI	South Australian Research and Development Institute
SCAP	State Commission Assessment Panel
SLA	Service-Level Agreement
SOI	Statement of Intent
WAA	Water Affecting Activity
WAP	Water Allocation Plan
WAPAC	Water Allocation Plan Advisory Committee
WHS	Work Health & Safety
WMLR	Western Mount Lofty Ranges
WSUD	Water Sensitive Urban Design
WSWU	Workplace Safety and Wellbeing Unit