

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# 11		
Date:	Wednesday 28 April 2021		
Start Time:	9:30am	Finish Time:	10:45am
Location:	Mount Barker Officer – Cnr Mann & Walker St, Mount Barker SA 5251	Room:	Conference room
Attendees:	<i>Board Members:</i> D Greenhough (Chair), J Klein, A Lowe, C Schofield, D Smith, C West, A Williams <i>Staff:</i> M Garrod (General Manager), W Telfer (Manager Planning, Engagement & Partnerships), B Della Torre (Manager, Landscape Operations), O Prohoroff (Executive Officer)		
Apologies:	Nil.		

Item	Meeting Items
1. Preliminary and Procedural Matters Item	
1.1	Welcome and Apologies The Chair opened the meeting acknowledging it was being held on traditional lands of the Peramangk Nation. All attendees were welcomed to the meeting acknowledging the current COVID-19 restrictions reiterating for those present to adhere to social-distancing guidelines.
1.2	Conflict of Interest Disclosures There were no additional conflict of interest disclosures arising from the agenda declared at the meeting. A Williams provided an update regarding preselection as the Liberal Candidate for the seat of Mawson. Her intention is to continue her appointment as a board member for the Hills and Fleurieu Landscape Board (the Board) until stepping down at the time of the announcement of the election, but she will revise this timing if any concerns arise for her, the board or the community. .
1.3	Consent Schedule <i>The board approved and agreed all items remaining on the Consent Schedule be adopted.</i> Moved: C West; Seconded: A Lowe
CARRIED	


1.4	<p>Any Other Business</p> <p>Item(s) added for discussion in 4.0 Other Business: Nil.</p>
1.5	<p>Minutes from the previous meeting</p> <p>The board confirmed the minutes of meeting number 10 held on 24 March 2021 as a true and accurate record. Moved: C Schofield; Seconded: A Lowe</p> <p style="text-align: right;">CARRIED</p>
1.6	<p>Actions arising from previous meetings</p> <p>The General Manager proposes making the actions arising reporting from previous board meetings more efficient as follows:</p> <ul style="list-style-type: none"> - the actions that arose at the previous meeting that have been completed will be retained in the first action table, rather than moving them to the completed actions table; - incomplete action items will remain in the first action table until completed; and - completed actions will be moved to the completed action table once they have been noted by the board so it is clear that there is consensus that the action can be closed off. <p>The General Manager provided an update regarding Item No. 2.1 from Meeting #8 – 28 January 2021 Training Program for the DEW Fire Brigade is close to completion and will be presented in coming weeks, with Richard De Groot (NPWS, Adelaide and Mount Lofty Ranges region) running information sessions with Hills and Fleurieu Staff about what it means to be part of the Brigade.</p> <p>The board noted the current status of the actions arising from the previous meetings. Moved: A Lowe; Seconded: C West</p> <p style="text-align: right;">CARRIED</p>
1.7	<p>Resolutions Register</p> <p>The board noted the resolutions register.</p> <p style="text-align: right;">CARRIED</p>
2. Items	
2.1	<p>Landscape Board Performance Reporting</p> <p>The Chair described the letter that landscape boards received from the Minister in March 2021 that asks them to provide 6-monthly performance reports in a standard template.</p> <p>The General Manager informed the board that Landscape Board General Managers discussed the reporting process and template at their last forum and agreed that there may be improvements that could be made to the report template to assist boards with self-evaluation of performance. However, given the timeframes and the fact that the Minister had directly requested the proposed approach, boards should report against the original proposed template for the first year.</p> <p>The board discussed how it would like to implement this reporting, including offering options around surveys and workshops to undertake the evaluation, and other mechanisms to make it a richer evaluation process for the board.</p> <p>The board supported the option of holding a joint board and leadership team workshop to discuss achievements and performance against the elements in the report (using evaluation tools as well as discussion). The performance reporting will also be raised as a topic for discussion with the Risk and Performance Committee.</p> <p>The board:</p>

	<p>2.1.1 noted the requirement for the board to provide a 6 monthly report to the Minister;</p> <p>2.1.2 provided its preference for conducting this self-evaluation via a joint workshop between the board and leadership team at its May meeting.</p> <p>Moved: C Schofield; Seconded: J Klein</p> <p style="text-align: right;">CARRIED</p>
2.2	<p>Updated Compliance Policy and Procedure</p> <p>The board had previously adopted and approved the compliance policy and procedure in August 2020 and this paper asks them approve an updated policy, noting that the General Manager would subsequently approve an updated compliance procedure.</p> <p>The previously approved compliance policy and procedure referred to two committees which oversee compliance matters, namely the 'Compliance Committee' and 'Compliance Review Panel'. It is understood that those involved recognise that there is a duplication between the groups causing some confusion – this had led to the idea of combining both groups to form a single 'Compliance Steering Committee'. It was also expressed that it is good practice and is more operational for the board to approve the policy followed by the General Manager to approve the procedure.</p> <p>The General Manager discussed a recent case that has resulted in a 'conciliation conference' convened by the Environment, Resources and Development (ERD) Court as the result of a landowner appealing the refusal of a Water Affecting Activity Permit and the issuing of the Reparation Order. This is the first time that the current compliance processes in the <i>Landscape SA Act 2019</i> have progressed to court.</p> <p>A Williams provided some observations regarding the discussion paper and attachments noting that her suggestions do not alter the recommendations of the paper. The observations were:</p> <ol style="list-style-type: none"> 1. The focus in the policy is on the board's role in compliance relating to Water Affecting Activity (WAA) Permits but DEW Water Licensing also has a key role in water-related compliance. 2. It was questioned how our communication with local government is traveling in terms of animal plant control compliance noting that they have a high interest. 3. 'Soil' is not included in the compliance flow charts. 4. Can we find a way to manage the Facebook Marketplace issue of declared pest plants being advertised for sale? <p>C West identified an issue with the wording in Attachment 2 Draft Compliance Procedure, "<i>Under the Act, authorised officers have specific powers, which the Minister can be restrict within their individual instruments of appointments</i>". This sentence will be updated.</p> <p>The Chair, D Greenhough suggested the wording in Attachment 1 Draft Compliance Policy be altered to broaden the intent to be about encouraging landholder participation in projects, rather than limit to board-funded projects. It was agreed that the words 'board funded' will be removed.</p> <p><i>The board:</i></p> <p>1.2.1 approved the draft revised Hills and Fleurieu Landscape Board Compliance Policy (presented as Attachment 1 noting the changes to the wording);</p> <p>Moved: C Schofield; Seconded: A Lowe</p> <p>1.2.2 noted that the draft revised Compliance Procedure will subsequently be approved by the General Manager;</p> <p>Moved: J Klein; Seconded: C West</p>

	<p>1.2.3 <i>noted</i> the summary of active compliance orders and notices;</p> <p>Moved: J Klein; Seconded: A Lowe</p> <p>1.2.4 <i>requested</i> that the General Manager negotiates with DEW and PIRSA regarding the revised SLA between these parties to support progressing civil and criminal compliance matters to prosecution.</p> <p>Moved: J Klein; Seconded: D Smith</p> <p style="text-align: right;">CARRIED</p>
2.3	<p>Landscape Plan – Consultation Feedback</p> <p>The Manager, Planning Engagement and Partnerships noted that the discussion around the consultation feedback would be the subject of the workshop immediately after the board meeting.</p> <p>A Lowe acknowledged that the way the comments were summarised in the table provided for Attachment 1 Plan comments submissions was well summarised.</p> <p><i>The board:</i></p> <p>2.3.1 <i>noted</i> the feedback received on the draft Landscape Plan 2021-26 through community consultation on the plan;</p> <p>2.3.2 <i>will address</i> the recommended changes to the Landscape Plan in response to the community feedback in a session scheduled immediately after the 28 April board meeting.</p> <p style="text-align: right;">CARRIED</p>
2.4	<p>McLaren Vale Water Allocation Plan Review Update</p> <p>An update was provided to the Board about the work being undertaken to review the McLaren Vale Water Allocation Plan (MV WAP).</p> <p>The Board was informed that the McLaren Vale Water Allocation Plan Advisory Committee (WAPAC) is in the process of being established and will be looking to call for the members through a public call for expressions of interest in May (after Vintage is complete) with the first meeting being in June. Board staff have been working with the Department for Environment and Water Policy group to ensure that the review follows a structured process, noting that DEW would like the MV WAP review to serve as the template for boards undertaking WAP reviews under the new legislation.</p> <p><i>The board:</i></p> <p>2.4.1 <i>noted</i> the McLaren Vale Water Allocation Plan Review Update.</p> <p>Moved: C West; Seconded: C Schofield</p> <p style="text-align: right;">CARRIED</p>
3. Standing Items	
3.1	<p>Finance Overview</p> <p>The board was presented with the March financial overview, including four attachments being:</p> <p><i>Attachment 1 – Board Statement of Comprehensive Income for period ending 31 March 2021;</i></p> <p><i>Attachment 2 – Board Expenditure by Project for period ending 31 March 2021;</i></p> <p><i>Attachment 3 – Board Statement of Financial Position for period ending 31 March 2021;</i></p> <p><i>Attachment 4 – Machinery of Government Transfer of Assets and Liabilities.</i></p> <p>The General Manager has thanked the former Manager, Business and Governance for providing the 4 attachments to the board along with the variances. It was noted that our income is up 1.2% and expenditure is</p>

	<p>down 4.75% and progress has been made on the transfer of assets and liabilities but won't be finalised until the next board meeting in May 2021.</p> <p><i>The board:</i></p> <p>3.1.1 accepted the financial reports and statistics for the period ending 31 March 2021.</p> <p>3.1.2 noted the transfer of assets and liabilities as part of the Machinery of Government process.</p> <p>Moved: A Lowe; Seconded: C West</p> <p style="text-align: right;">CARRIED</p>
3.2	<p>Work Health And Safety Report</p> <p>The General Manager verbally reported that there were no work, health and safety (WH&S) issues for the period to report. A report from the next WH&S Committee meeting will be provided at the next board meeting in May 2021.</p> <p><i>The board noted the General Manager's verbal Work Health and Safety Report.</i></p> <p style="text-align: right;">CARRIED</p>
3.3	<p>General Manager's Report</p> <p>The General Manager provided some updates regarding staff recruitment with progress in filling several vacancies:</p> <ul style="list-style-type: none"> • The role of Manager, Business and Governance has been accepted by Cathryn Lewis who will be commencing on Monday 3 May 2021. Cathryn has 27 years' experience in the SA public sector including 12 years as the Manager, Corporate Services for the Teachers Registration Board noting that the agency is a statutory authority with strong similarities to a Landscape Board. • The role of the Aboriginal Partnerships Officer and Water Resources Officer have been offered to successful candidates with contracts in preparation anticipating that both candidates will commence mid-late May. • The interviews took place for the Executive Officer role last week and the position has been accepted by Olivia Prohoroff who has been acting in the role for the past couple of months. C West was thanked for joining staff members on the selection panel. • The role of Senior Human Resources and Business Support Office, has been appointed for a period of 4 months to Suzanna Paull. <p>An update was provided from the Manager, Landscape Operations stating that our application for the Future Drought Fund, Resilience Program was successful and the board will receive a grant of up to \$139,350 to undertake the project 'Resilient Hills and Fleurieu'.</p> <p><i>The board noted the General Manager's report.</i></p> <p>Moved: A Williams; Seconded: D Smith</p> <p style="text-align: right;">CARRIED</p>
3.4	<p>Board Member Activity Register</p> <p><i>The board noted the 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>The board noted that there are no updates for the Use of the Common Seal.</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 25 March 2021 – Special Launch Event, Nature Foundation; 3.7.2 26 March 2021 – Introduction to Marine and Coastal Services from Care of Our Environment (COOE); 3.7.3 15 April 2021 – Climate Change Resilience Strategy developed by Trees for Life.</p> <p>The board noted the correspondence provided via Microsoft Teams.</p> <p style="text-align: right;">CARRIED</p>
4. Other Business	
4.0	<p>Other Business</p> <p>The Chair, D Greenhough brought up the desire for the board members to vary the location of the board meetings and/or would like the opportunity for the board members to engage in different projects and visit different locations. The General Manager acknowledged the Chair's input regarding engaging in different projects noting that a discussion paper was being prepared for this board meeting but was mutually agreed to hold off on providing this paper, which will cover the topic of deeper engagement addressing visits to project sites and stakeholders. The General Manager also noted that he and the Manager, Planning Engagement and Partnerships met with Trees for Life recently who expressed their interest in hosting the board at a Bush For Life site.</p> <p>A Lowe asked whether future meeting invitations could include any lunches, discussions or presentations that aren't included in the meeting itself for better diary management.</p> <p style="text-align: right;">CARRIED</p>
5. Meeting Closure	
6.1	<p>Next meeting details: Wednesday 26 May 2021 Mount Barker Office (Cnr Mann & Walker St, Mount Barker SA 5251)</p>
6.2	<p>Meeting close 10:52am</p>

<p>ENDORSED</p> 	<p>DAVID GREENHOUGH</p> <p>PRESIDING MEMBER HILLS AND FLEURIEU LANDSCAPE BOARD</p> <p>Date: 26 May 2021</p>
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