

# 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 Kaurna, Peramangk and Ngarrindjeri Nations. We respect the Kaurna, 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.

<b>Meeting Title:</b>	<b>Hills and Fleurieu Landscape Board</b>		
	<b>Meeting #7</b>		
<b>Date:</b>	<b>Wednesday 16 December 2020</b>		
<b>Start Time:</b>	<b>12:05pm</b>	<b>Finish Time:</b>	<b>1:19pm</b>
<b>Location:</b>	<b>Langhorne Creek, Oasis Gardens and Function Centre (726 Langhorne Creek Rd, Belvidere)</b>	<b>Room:</b>	<b>Conference Room</b>
<b>Attendees:</b>	<b>Board Members:</b> D Greenhough (Chair), J Klein, A Lowe, C Schofield, D Smith, C West, A Williams  <b>Staff Members:</b> M Garrod (General Manager), W Telfer (Manager Planning, Engagement & Partnerships), B Della Torre (Manager Landscape Operations), R McAlary (Manager Business & Governance), A Macphee (Executive Officer)		

Item	Meeting Items
1.1	<b>Welcome and Apologies</b>  The Chair opened the meeting acknowledging it was being held on traditional lands of the Ngarrindjeri Nation. The Chair welcomed all attendees to the meeting.  There were no apologies.
1.2	<b>Conflict of Interest Disclosures</b>  Three board members declared they had additional interests to be discussed in Item 3.4.  A Williams declared her position as President of Parawa Agricultural Bureau a conflict of interest to Agenda Item 2.1.
1.3	<b>Consent Schedule</b>  The Chair removed Item 3.4 Register of Interests from the Consent Schedule for discussion due to additional conflicts of interest being declared in Item 1.2.  <i>The board <b>approved</b> and <b>agreed</b> all items remaining on the Consent Schedule be adopted, with the exception of Item 3.4 Register of Interests.</i> <b>Moved: C Schofield; Seconded: C West</b>  <div style="text-align: right;"><b>CARRIED</b></div>
1.4	<b>Any Other Business</b>

	No other items were raised for discussion.
1.5	<p><b>Minutes from the previous meeting</b></p> <p>The board <b>confirmed</b> the minutes of meeting number 6 held on 25 November 2020 as a true and accurate record.</p> <p><b>Moved: C West; Seconded: A Lowe</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
1.6	<p><b>Actions arising from previous meetings</b></p> <p>The board <b>noted</b> the actions arising and current status.</p> <p style="text-align: right;"><b>CARRIED</b></p>
1.7	<p><b>Resolutions Register</b></p> <p>The board <b>noted</b> the resolutions register.</p> <p><b>Moved: A Lowe; Seconded: J Klein</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
1.8	<p><b>Work Health &amp; Safety</b></p> <p>The General Manager advised the board of an incident reported through MySAFETY involving a challenging and verbally inappropriate client at one of the offices. After investigation, a corrective action being pursued is a redesign of the office front counter to create a safer space for staff. It was also noted that the MySAFETY reporting system still had glitches hindering a smooth workflow of incident reports.</p>
<b>2</b>	<b>Items</b>
2.1	<p><b>Summary of Landscape Priority Fund proposals</b></p> <p>The Manager Landscape Operations provided an update to the board with a preliminary list of the proposed project applications the Hills and Fleurieu Landscape Board will submit. The projects may evolve once the program criteria are released, as they are still in early discussions with project partners. The applications are considered in 2 stages, with a high-level 2-page application to start. Single and two-year projects are included which will be an important consideration in the project planning phase.</p> <p>The board discussed the amount of funding they may receive, and the Manager Landscape Operations explained that projects totalling approximately \$4 million will be put up. There is an expectation that some successful projects may not be funded the full amount and not every board will be funded every year. The board agreed the proposed projects reflect strongly to the board's priorities and further partnering with stakeholders is likely to occur.</p> <p><i>The board:</i></p> <p>2.1.1 <b>noted</b> the proposed list of applications by the Hills and Fleurieu Landscape Board for the Landscape Priorities Fund.</p> <p><b>Moved: J Klein; Seconded: C West</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><i>A Williams declined to vote as she is President of Parawa Agricultural Bureau which is partnered with a project in the board's proposed list of applications for the Landscape Priorities Fund.</i></p>
2.2	<p><b>Risk and Performance Committee</b></p> <p>The Chair advised from his attendance at a Risk and Performance Committee Chairs briefing on 27 November 2020 that there is no mandate to use the name Risk and Performance Committee for finance, risk and performance based committees. The Manager Business and Governance also added that naming is not consistent among regional landscape boards, but that Risk and Performance Committee is standard whole-of-government terminology. The board agreed the name change is desirable and this is reflected in the updated Terms of Reference.</p>

	<p>The General Manager said the external members were delighted to have been nominated by the board and it is hoped the first meeting of the Risk and Performance Committee would be held in January 2021.</p> <p><i>The board:</i></p> <p><b>2.2.1 approved</b> the revised Risk and Performance Committee Terms of Reference.</p> <p><b>Moved: A Williams; Seconded: A Lowe</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
2.3	<p><b>Water Resources Steering Committee</b></p> <p>The Chair thanked Amy Williams for chairing the first committee meeting on 9 December 2020. Amy provided a summary of the meeting and acknowledged the departmental representatives on the committee. The Manager Planning, Engagement and Partnerships added that the committee are concordant with the scope of the committee's oversight, and the committee name change better reflects it is not restricted to water planning.</p> <p>The board discussed governance arrangements and how the steering committee will work to ensure the Board and DEW function well together in all areas.</p> <p><i>The board:</i></p> <p><b>2.3.1 noted</b> the Minutes of Meeting 1 of the Hills &amp; Fleurieu Water Resources Steering Committee, with amendment to include C Schofield as an apology; and</p> <p><b>Moved: J Klein; Seconded: C West</b></p> <p><b>2.3.2 noted</b> the governance arrangements for water planning and management by the board and DEW; and</p> <p><b>Moved: A Lowe; Seconded: J Klein</b></p> <p><b>2.3.3 approved</b> the revised Terms of Reference for the Hills &amp; Fleurieu Water Resources Steering Committee; and</p> <p><b>Moved: C West; Seconded: J Klein</b></p> <p><b>2.3.4 nominated</b> Amy Williams as the board member representative on the Water Resources Steering Committee to chair the Committee.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><i>A Williams declined to vote as she is a board member representative of the Water Resources Steering Committee and chaired Meeting 1.</i></p>
3.1	<p><b>Finance Report</b></p> <p>The Manager Business and Governance reported that income is close to budget, but expenses are below target due to factors including shift of salaries; staff leave not taken due to COVID-19; and movements between Goods and Services and Fee-for-Service. A budget revision has been completed including adjustments to salary costs; position and FTE increments; and a shift of operating budget. It was also acknowledged that there are delays in presenting to the board:</p> <ol style="list-style-type: none"> <li>1. DEW Service Level Agreement – this was received too late to present to this meeting, and will go through the Risk and Performance Committee before being presented to the board.</li> <li>2. Assets and Liabilities Transfer – although Adelaide and Mount Lofty Ranges NRM Board information is known, SA Murray Darling Basin NRM Board information still awaiting. It is hoped this can be provided at the next board meeting.</li> <li>3. Levy 2021-22 – still awaiting GIS data to split portions, but it is hoped this can be provided at the next board meeting.</li> </ol> <p>The board discussed the amount of vehicles leased by the board, their necessity and lease terms. The Manager Business and Governance explained that there are currently 13 vehicles leased to Hills and Fleurieu through DEW under previous varying NRM board lease arrangements. The Manager Landscape Operations added that vehicle use in 2020 was limited due to COVID-19, but that current vehicle numbers are essential to undertake business and that vehicle costs are factored into project funding applications.</p>

	<p>The General Manager added that staff using their own vehicles for work purposes can claim mileage reimbursement or claim as a tax deduction.</p> <p><i>The board:</i></p> <p><b>3.1.1 <i>accepted</i> the financial reports and statistics for the period ending 30 November 2020.</b></p> <p><b><i>Moved: C Schofield; Seconded: A Williams</i></b></p> <p style="text-align: right;"><b>CARRIED</b></p>
3.2	<p><b>General Manager's report</b></p> <p>The General Manager discussed the McLaren Vale Water Security Plan workshop with stakeholders that was held after the paper was written. The workshop went well with good stakeholder representation. There was a good set of presentations and first discussions of water issues linked to water security in the area. He explained that there are similarities with what has been happening for the Barossa Water Security Plan, and offered interested board members to be observers in the process.</p> <p>The General Manager also informed the board that 30 entries were received in the schools competition with 4 prizes being offered including from tickets from J Klein for the Waterhouse exhibition at the Museum.</p> <p><i>The board:</i></p> <p><b>3.2.1 <i>noted</i> the General Manager's report.</b></p> <p><b><i>Moved: A Williams; Seconded: D Smith</i></b></p> <p style="text-align: right;"><b>CARRIED</b></p>
3.3	<p><b>Board's Member Activity Register</b></p> <p>The Chair briefed the board on the Risk and Performance Chairs briefing and offered a video for viewing. He also highlighted his attendance (with the General Manager) at the Willunga Farmers Market for the Minister's announcement of the 2020-21 Farmers Scholarship partly funded by Hills and Fleurieu, as extremely worthwhile and providing a connection to community.</p> <p>J Klein briefed the board on her meeting with Professor Mike Thomson regarding potentially bringing to the Hills and Fleurieu region his long-necked turtles citizen science program that has been run successfully along the Murray River, and will forward information to the board.</p> <p>A Lowe met with environmental explorer and scientist Tim Jarvis encouraging international connections and whose Fleurieu property could be part of how we promote Hills and Fleurieu as a 'global exemplar'.</p> <p>C West briefed the board on his attendance (with the General Manager) at the Quiet Green Achiever Award, a celebration of volunteers. At the event there was some discussion with members of the Friends of Lobethal Bushland Park regarding the level of support volunteer groups are seeking, and the challenges imposed by having annual grant schemes centred on financial years.</p> <p>The board discussed protocols around speaking on behalf of the board in media interviews and the Manager Planning, Engagement and Partnerships reaffirmed this is outlined in the Communication and Media Policy.</p> <p><i>The board:</i></p> <p><b>3.3.1 <i>noted</i> 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.</b></p> <p><b><i>Moved: A Williams; Seconded: C Schofield</i></b></p> <p style="text-align: right;"><b>CARRIED</b></p>
3.4	<p><b>Register of Interests</b></p> <p>The following conflicts of interested were declared and are to be added to the Register of Interests:</p> <p>D Greenhough - Member of the Liberal Party</p> <p>A Williams - Member of the Liberal Party</p>



	<p>J Klein - Owner of land with a Water Licence attached, and Founder / Director – Hills Biodiversity</p> <p>The board discussed the requirement for a Gift Register and the General Manager explained that this is included in a Conflict of Interest Policy currently being drafted to be brought to a future board meeting for endorsement.</p> <p><i>The board:</i></p> <p>3.4.1 <b>noted</b> the existing Register of Interests with additional conflicts of interest above to be included.</p> <p><b>Moved: D Smith; Seconded: C Schofield</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
3.5	<p><b>Correspondence</b></p> <p>The board was provided with the following correspondence via its Microsoft Teams portal:</p> <p>3.5.1 22 November 2020 CEGSA response to call out for contribution to Landscape Plan</p> <p>3.5.2 23 November 2020 Email Guide to Climate Projections for Risk Assessment and Planning in SA</p> <p>3.5.3 24 November 2020 Letter from Minister to S Close Mem Pt Adl re funding NRCs under LSA reforms</p> <p>3.5.4 1 December 2020 Email Sellicks Beach Structure Plan Community Information Sessions</p> <p>3.5.5 1 December 20 Have your say Murraylands and Riverland Landscape Plan 2021-2026</p> <p>3.5.6 1 December 20 DEW Apiary Policy for consultation</p> <p>3.5.7 3 December 20 Feedback for Future Drought Fund - Farm Business Resilience Program</p> <p>3.5.8 4 December 20 Invite World Wetlands Day Science Forum</p> <p>3.5.9 7 December 20 Email from Allys Todd Conservation SA - Links for Regenerative Agriculture</p> <p>3.5.10 8 December 20 Invite from Minister Speirs launch SA Govt Climate Change Action Plan 2021-25</p> <p>3.5.11 9 December 20 Email from John Schutz re SLA between DEW &amp; HF Board Corporate Services</p> <p>3.5.12 9 December 20 Email invite Fleurieu Beef Group</p> <p><i>The board <b>noted</b> the correspondence provided via its Microsoft Teams portal.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>6</b>	<b>Meeting Closure</b>
6.1	<p>Next meeting details: Thursday 28 January 2021 (venue TBC) – to include a workshop.</p> <p>The board agreed to hold an extra meeting 28 January 2021, and noted the meeting following this one is scheduled Thursday 25 February 2021 at the Murray Bridge Council Chamber. This day will include a presentations from Project Coorong (together with Murraylands and Riverland Landscape Board) and Murray Darling basin Authority.</p>
6.2	Meeting closed 1:19 pm

**ENDORSED**



**DAVID GREENHOUGH**

**PRESIDING MEMBER  
HILLS AND FLEURIEU LANDSCAPE BOARD**

**Date: 28 January 2021**