

## SA Arid Lands Landscape Board Minutes

We acknowledge Aboriginal people as the First Peoples and Nations of the lands and waters we live and work upon. We pay our respects to the Elders past, present and emerging. We acknowledge and respect the deep spiritual connection and the relationship that Aboriginal and Torres Strait Islander people have to country and commit to working with the First Nations People of the SA Arid Lands as we undertake our business on this shared and sacred country.

### SA Arid Lands Landscape Board Meeting 2

Tuesday 28 July 2020

8:30am to 4:30pm

|                   |   |
|-------------------|---|
| Location:         | SAAL Board Room Railway Station Office Port Augusta SA  |
| Attendees:        | Ross Sawers - Presiding Member<br>Douglas Lillecrapp – Board Member<br>Ellen Litchfield – Board Member<br>Kurt Tschirner – Board Member<br>Sanchia Treloar – Board Member<br>Scott Michael – Board Member<br>Tim Flowers – Board Member<br>Jodie Gregg-Smith – General Manager (GM)<br>Anne Dickin - Executive Officer (EO) |
| Additional Staff: | Michelle Smith – Manager Business Support (MBS)<br>Greg Patrick – Team Leader Landscape Operations & Projects (TLLOP)<br>Cherie Gerlach – Team Leader Communications & Community Engagement   |
| Guests:           | Dan van Holst Pellekaan – Local Member<br>Tony Magor - National Parks and Wildlife Manager Flinders and Outback DEW   |
| Apologies:        | Nil received  |

### Meeting Standing Items

|      |  |
|------|--|
| 0830 | <i>In Camera</i> session   |
| 0900 | <ol style="list-style-type: none"> <li>The Chair opened the meeting, read out the acknowledgement of country and confirmed that there were nil apologies to be recorded.</li> <li>The agenda was accepted with notice that local member Dan van Holst Pellekaan may join the meeting from 2:30pm–3:30pm and National Parks and Wildlife Manager Flinders and Outback Tony Magor will be joining the board for lunch to provide an overview of his operations.</li> <li>The Chair called for any conflict of interest disclosures, with none being declared, and advised that board members may declare a conflict of interest at any time during the meeting.</li> <li>The minutes for SA Arid Lands Landscape Board meeting 1 held on 18 June 2020 were accepted with the additional statement that all board members have declared their possible conflicts of interest. <b>Moved</b> Sanchia Treloar <b>Seconded</b> Ellen Litchfield</li> <li>The out of session approvals sought on 30 June 2020 relating to acceptance of DEW Policies; Financial Delegations; RLP Deed of Novation were <b>endorsed</b>.</li> </ol> |

6. The out of session approvals sought on 7 July 2020 relating to Grassroots Grants were **endorsed**.  
**It was noted** that Sanchia Treloar had endorsed the 2020/21 Grassroots Grants guidelines, application form and delivery timeline however due to issues with the Internet provider the e-mail had not been received.
7. The Board Action List was reviewed, updated and accepted by the board.
8. **It was agreed** to note the tabled correspondence received and sent since meeting 1 of the board.

## 9. Items for Discussion/Decision

### 0918 9.1 Review Acknowledgement of Country

Discussion was held on acknowledging First Nations, presence, rights, history and values, to be used in the formal business and governance of the board.

**It was agreed** to adopt the acknowledgement of country as it appeared in the tabled review paper being:

"We acknowledge Aboriginal people as the First Peoples and Nations of the lands and waters we live and work upon. We pay our respects to the Elders past, present and emerging. We acknowledge and respect the deep spiritual connection and the relationship that Aboriginal and Torres Strait Islander people have to country and commit to working with the First Nations People of the SA Arid Lands as we undertake our business on this shared and sacred country."

**Action:** New acknowledgment of country to appear on the board website.

#### Model for Board Decision-Making

**It was agreed** to adopt the consensus model for general decision-making by the board where board members agree to support a decision once it has been made.

0927 *At this time, Alison Skinner joined the meeting to support the next 2 agenda items.*

### 0930 9.2 Board Priorities and Reporting

A schedule for reporting on the priorities of the board at scheduled meetings was considered and discussed by the board that included the following points:

If using a traffic light system, the items categorised as green did not need to be reported to the board unless a decision was required from the board.

The papers distributed with the meeting agenda contained the information which the board needed to be aware of and these papers along with associated reports providing further background information would be available on the MS Teams portal for reference purposes.

**It was noted** that following a meeting of the Water Advisory Committee a report would be provided at the next scheduled board meeting.

**It was agreed** that the board would be provided an update on water related issues at every scheduled meeting and to endorse the board priorities reporting schedule.

**Action:** Provide a traffic light system of reporting on board priorities.

### 1010 9.3 Landscape Plan Engagement Proposal

The board was briefed on the requirement to develop a regional landscape plan by June 2021 to support its operations and to promote the objects of the *Landscape South Australia Act 2019* and that the new 5-year strategic plan would replace the current 10-year regional NRM plan.

**It was noted** that the community had been consulted on numerous matters over the past 2 years (Kangaroo Management, Water Allocation Plan, Pastoral Act review, Dog Fence rebuild, Landscape reform) and feedback received indicated that the community's appetite to be engaged in planning is low. Additionally the Port Augusta and Flinders Ranges areas have recently engaged in planning for the Northern and Yorke NRM Board strategic plan and the Outback Communities Authority were also preparing to commence community engagement in the region.

The board was advised that one of the options available would be to hold a joint workshop with the landscape groups at the September 2020 scheduled board meeting to identify regional issues and priorities to assist in drafting the plan. Further input for the plan could be put sought from the community at board events i.e. SA Arid Lands field days with feedback from the broader community being obtained via formal consultation on the draft plan early in 2021.

Discussion followed with the following points being raised:

- The cost and resources required to undertake consultation is to be considered.
- The board needs to consult in a way that shows transparency and prepare a narrative to explain the difference in consultation undertaken compared to the last plan. A communication strategy would be prepared.
- The board and landscape groups have a good network system for engagement. The community should be encouraged to attend landscape group meetings to be updated on the regional plan.
- A joint workshop would provide an opportunity for the landscape groups to meet the board. There is a risk to the board if it does not engage with the landscape groups.
- A gap analysis could be conducted to identify any significant changes required.
- Due to the tight timeline need to reduce the workload to consult.
- The regional plan is required to produce the business plan 2021/22.
- With the introduction of the Landscape Board the progression to the new plan could be a positive for the board.
- Although there was community fatigue for consultation this did not apply to the landscape groups members, who were keen to know the information.
- The current COVID-19 situation and the costs involved makes it difficult for the board to go out to the region.
- The data received from Northern & Yorke will be reviewed to capture the input previously provided by the community.
- The 'Living Flinders: maintaining ecological integrity and resilience in the Southern Flinders Ranges' RLP project will remain with the Northern & Yorke Landscape Board.

**It was agreed** to note the requirements for the SA Arid Lands Regional Landscape Plan and to approve holding a workshop on day 2 of the September 2020 board meeting to which the Landscape Groups will be invited to assist in identifying regional issues and priorities in preparation for drafting the plan.

**Action:** Prepare a Landscape Regional Plan workshop for day 2 of 23-24 September 2020 board meeting to identify regional issues and priorities for the plan. Invite Landscape Groups to join the board for the workshop.

#### 9.4 New Councils Engagement Strategy and District Model

The board was briefed on a landscape group model prepared due to the boundary change with the transition to Landscape SA that saw the Port Augusta and Flinders Ranges (includes Quorn and Hawker) councils added to the SA Arid Lands region and that factored in property size and use, a landscape approach to management and the multiple property owners across the districts.

The result was a new seventh district known as Port Augusta-Quorn, and an increased footprint for the North Flinders district. The recommended approach provided to the board divided the boundary using 'hundreds', a land administrative division used in SA. This would see the township of Hawker as a part of the North Flinders district.

Further changes resulting from the review of the landscape groups would see the appointment of a Community Landscape Officer for the Port Augusta Quorn Landscape district. A reshuffle of staff to service the changing shape of the region has also seen a recent appointment of a new CLO to the North East district so the larger North Flinders district has a fully dedicated CLO.

**It was agreed** to approve option 1 as the boundary for the new Port Augusta-Quorn district and the expanded boundary for the North Flinders district; and to note the actions for engaging with councils and stakeholders in the two new council regions.

1015 *Short break taken*

#### 1035 9.5 Appointing board representatives for the Landscape Groups

The board was briefed on the importance of regular board interaction with the landscape groups, who acted as a conduit to the board for the community; and were asked to consider assigning individual board members to each of the 7 groups along with a proxy.

**It was noted** that board members may need to use Microsoft Teams as a way of participating in a group meeting. (Now a common method used by all groups)

**It was noted** that board members would receive remuneration for attending group meetings although at a slightly lower rate to the board meeting rates.

**It was noted** that three board members were current members of a landscape group, a position held prior to their appointment to the Landscape board.

**It was agreed** that a board member cannot be a member of a Landscape Group.

**It was agreed** to appoint the following board representatives to the relevant landscape group:

*Gawler Ranges* – Scott Michael proxy Kurt Tschirner

*North East Pastoral* – Sanchia Treloar proxy Ross Sawers

*North Flinders* – Tim Flowers (by virtual means) Ellen Litchfield proxy

*Kingoonya* – Ross Sawers proxy Sanchia Treloar

*Marree Innamincka* - Douglas Lillecrapp proxy Tim Flowers

*Marla Oodnadatta* - Ellen Litchfield proxy Douglas Lillecrapp

*Port Augusta Quorn* – Kurt Tschirner proxy Scott Michael



1110 9.6 Risk Gap Analysis under Landscape SA

The board was advised that the NRM board risk register is categorised as corporate and governance, reputational, financial, work health and safety, and operational and that any risks that are considered 'low' are included in a supplementary section to the register and addressed operationally. The board was asked to consider the risk register and assess any gaps in preparation for accepting the register for the Landscape board.

Discussion followed that included these points:

- The likelihood and consequence process appears to be missing a step as it is not clear that once a score is assigned what that means.
- Once a risk is assessed, a time frame should be allocated for how often a review is conducted and the controls that have been put in place.
- The risk register currently captures everything and could be reduced by focusing on the high risks.
- Some entries are not risk e.g. insufficient management of plant and equipment—risk is loss of property. Risk management is fundamental to all business and the board may need to consider an external provider to assist with reviewing the risk register and bring it back to the Governance and Finance Committee. The Regional Leadership Team would like the opportunity to refine the risk register before an external provider was commissioned.

**It was agreed** the risk register should be shorter and more strategic/high level; and the Governance and Finance Committee to conduct an in-depth appraisal of the register and risk documentation and provide an update to the board.

**Action:** RLT to review risk register and associated documentation before presenting to the Governance and Finance Committee for appraisal.

1134 9.7 Project Progress and Finance Report

The board was provided with an overview of the progress of projects and the finance reports. It was advised that an interim audit has concluded with two findings that have both now been corrected. The first related to delegation from the Minister to the board for payment authorisation with the board unable to provide a copy of the instrument from the Minister. This has been incorporated into the Landscape SA Act 2019 and as such an instrument is no longer required for the Landscape board to operate.

The second finding was where a payment was approved by an officer without a board delegation. The payment was for business purposes and was a valid board payment, and arose as a staff member performing work on behalf of the board forwarded an invoice to their manager for approval, who was a DEW employee. This has been addressed by including the relevant DEW manager in the delegations which have now been approved by the board for 2020/21.

An audit in October 2020 is expected with a finding appropriate to all boards with the signing for Commonwealth funds above their delegated authority. The new Landscape SA legislation allows for this so it will not be an issue going forward and all that is required is to acknowledge the finding.

**It was agreed**, following discussion, for the Governance and Finance Committee to review the finance papers and recommend to the board any changes to the presentation of reports.

**It was agreed** to note the project progress and finance report.

**Action:** GFC to review finance reports and recommend to the board any changes to the presentation of reports including the volume of documents and the relevance if they are being recommended by the GFC.

1147 9.8 National Landcare Program 2 Update

**It was agreed** to note the progress on the Regional Land Partnership core and project services; and the opportunities presented by the Australian Government's Future Drought Fund; and to **endorse** quarterly National Landcare Program update reporting to the board.

1150 9.11 Work Health & Safety Responsibilities

Board members were briefed on their responsibilities under the *Work Health and Safety Act (2012)*, as previously the Chief Executive of DEW was the responsible officer however, with the introduction of the *Landscape South Australia Act 2019* the person conducting a business or undertaking (PCBU) becomes the Landscape Board, the General Manager and *may* include senior managers. The Officers' Guide to the Work Health and Safety Act was provided to board members as a guide to their primary duties.

A statement of commitment to WHS indicates the commitment of the General Manager, managers and board members to meeting WHS responsibilities, and it was recommended that the board support the General Manager in signing this commitment.

The Board was advised that the process had commenced to form a SA Arid Lands Landscape Health & Safety Committee, comprising of management and worker representatives that represented a cross section of staff employed by the board.

The board was now set up to operate as an independent entity for injury management and an Employee Assistance program.

When raised by a board member, it was confirmed that the General Manager had adequate resources to provide a safe workplace for staff; and that there were specific policies and procedures, induction and training in place for staff for WHS.

**It was agreed** to note the responsibilities for Work Health and Safety of the board as a PCBU and the progress to date on WHS systems and procedures.

**It was agreed** for the board to approve the signing of the workplace health and safety statement following advice of the amendments and with the inclusion of the sentence "All staff have completed their induction and are aware of their responsibilities for work health and safety".

**Action:** Seek to have finalised version of WHS statement adopted by the board and then have the General Manager sign the statement.

**Action:** Include on MS Teams list of policies changed and adapted for LSA boards.

1225

*At this time Tony Magor Manager NP&W for Flinders & Outback joined the meeting*

Tony Magor provided the board with an overview of the 15 parks in the region, the co-management boards and advisory committees, staff and the current priorities of the National Parks and Wildlife for the Flinders and Outback. Some discussion was held on:

- Nilpena Station - internationally recognised area and currently one of the sites being nominated for listing as a world heritage site.
- Sealing of the Strzelecki Track and the issues that will be created with an influx of new visitors i.e. damage to cultural sites, erosion barriers etc.
- Animal control of wild dogs (aerial baiting), goats (introduction of goat mustering), large feral herbivores. Overabundant kangaroos at Ikara-Flinders Ranges National Park- approval just granted by the co-management board to allow commercial processing of kangaroos, only the second park in SA to do so.
- Bounce Back and Beyond program has achieved great results.
- Having worked together for the past seven years this will stand in great stead for the future working relationship with the landscape board and staff and there were plenty of ways to continue to work together for the region.
- With increasingly tight budgets it is critical to maintain relationships.

1245    *Break for lunch*

1315    9.9    Instruments of Delegation under the Landscape SA Act - Compliance

The board were advised that Section 37 – Power of delegation of the *Landscape South Australia Act 2019* determines that a regional Landscape Board may delegate functions, or powers of the board under the Act to a person holding office or acting under Subdivision 9 in the work of the board and it is was required that the board’s instrument of delegation be updated to reflect the new LSA Act. It was recommended to the board to delegate the exercise of these powers to the General Manager and the Team Leader Landscape Operations and Projects to enable a notice or an order to be signed off on behalf of the board in a timely manner.

Where a compliance matter was assessed as high risk, required significant resources or was a potentially political issue, the board would be provided a briefing for discussion and approval before any action was implemented.

**It was agreed** for the board to delegates its powers and functions in the *Landscape South Australia Act 2019* contained in Column One of the Schedule to this Instrument, to the person holding or acting in the position set out in Column Two of the Schedule, for and on behalf of the board; and authorises the Presiding Member to sign the Instrument of Delegation, appropriately witnessed, effective from 1 July 2020; and for the affixing of the common seal to the Instrument of Delegation.

1325    9.10a    Water Advisory Committee Overview

Ellen Litchfield spoke on the Water Advisory Committee meeting held 27 July 2020, where the committee went through the draft Far North Prescribed Wells Area Water Allocation Plan adding that a new fully edited plan would be presented to the board at the September 2020 meeting.

The General Manager tabled a timeline of actions for the Far North Prescribed Wells Area Water Allocation Plan, to be completed by the end of September 2020.

**It was agreed** to note the minutes of the first meeting of the Water Advisory Committee held on 10 July 2020 and to adopt the Water Advisory Committee terms of reference and note and endorse the appointment of Ross Sawers as the Chair of the Water Advisory Committee.

1339 9.10b Water Project Update

**It was agreed** to note the information provided in the water resources project summary.

1340 *At this time all staff excluding the General Manager left the meeting.*

10.1 Chairs Report - an update on the Chairs Forum and changes to the Biosecurity Act.

1415 *At this time staff returned to the meeting.*

## 10. Papers for Noting

1415 10.2 General Manager Report

10.3 Board Business Plan 2020/21

10.4 Biteback Program Activity

10.5 Compliance and Enforcement Activity

10.6 Contract and Grant Executions

10.7 Partnerships and Community Engagement Activity Report

10.8 Communications

10.9 2019/20 Community Grants

10.10 Related Party Transactions

10.11 Sponsorship

**It was agreed** to note the papers listed for noting on the agenda.

## 9. Item for Decision

1430 9.12 Aboriginal Engagement and Participation

Discussion was held on the range of engagement and participation opportunities and programs to harness Aboriginal partnerships given the current absence of Aboriginal representation on the board.

**It was noted** that the Landscape Groups did have Aboriginal members and there may be the opportunity to increase their participation with the board.

1450 *At this time Dan van Holst Pellekaan joined the meeting*

In relation to Aboriginal engagement, Dan van Holst Pellekaan suggested speaking to Parry Agius, Presiding Member of the Alinytjara Wilurara Landscape Board with the view of joint participation at each regions board meetings; and that a similar arrangement with the Northern & Yorke Landscape Board could also be beneficial.

Dan indicated his intention to have regular monthly catch ups with the Landscape board chairs.

Discussion was also held on the new Biosecurity Act (to enhance what is being produced on the land and not go backwards); and the issues that are brought to Dan by the community and the advocacy role of the Landscape board to assist in addressing these issues.

1615 *At this time Dan van Holst Pellekaan left the meeting*



Discussion followed on the points raised by the local member and it was noted the importance of maintaining communication with Dan van Holst Pellekaan with further discussion required to determine how to proceed.

A board member requested a briefing on the historical aspect of kangaroo management.

**Action:** Prepare a letter from the Chair to Anthony Freebairn requesting a presentation on kangaroo management at meeting 3 of the board (23 September 2020).

**Action:** Add Kangaroo management to future agenda items.

#### 11. Any Other Business

11. Next meeting 23/24 September 2020 Day 2 meet Landscape Group Chairs in the upstairs meeting room at Central Oval Port Augusta.

#### 12. Public Comment

12. Nil.

#### 13. Board Communique

13. Board communique items in relation to this meeting to be included:
- Board representatives to the Landscape Groups;
  - Aboriginal engagement and participation considering options for future plan;
  - Visit from Dan van Holst Pellekaan;
  - Water Advisory Committee met to review/work through final draft of FNPWA WAP with the intent to finalise by the end of the year;
  - Joint training workshops with the Eyre Peninsula Landscape board and staff.

#### 14. Sitting Fees and Travel Claims

14. Board members advised that their travel for attending the meeting was a direct return trip from their residence to Port Augusta.

#### 15. Meeting Closure

1630 15.1 **Meeting close**

Day 2 reserved for board induction training on topics Finance and Governance

Approved   
Ross Sawers - Presiding Member  
SA Arid Lands Landscape Board

Date 24 / 9 / 2020