

MINUTES

SA Arid Lands Landscape Group Board Meeting #17

☞ Day One ☞

Wednesday 8 February 2023 10:00am – 4:30pm

| | |
|------------|--|
| Location: | SAAL Boardroom 1 Jervois St Port Augusta SA 5700 |
| Attendees: | Douglas Lillecrapp - Chair Scott Michael - Board Member Sanchia Treloar - Board Member Jodie Gregg-Smith - General Manager (GM) |
| AL Staff: | Kurt Tschirner - Board Member Tim Flowers - Board Member Eric Brown – Board Member Abby Richards - Executive Officer (minute taker) |
| Apologies: | Ellen Litchfield - Deputy Chair Item 17.7a, 17.10 Melanie Boxall – Manager Business Support (MBS) Item 17.7b Cherie Gerlach – Team Leader communications & Community Engagement (CG) |
| 1000 17.1 | Chair opened the meeting – welcoming new appointed board member Eric Brown and the reappointed members. Apologies from Ellen Litchfield. Noted Agenda for the meeting was accepted with agreement to interchange items 17.4 and 17.5 <u>Board Performance review</u> It was agreed for the board performance review to be conducted by Kurt Tschirner with a review of the general process of the meeting, not specific items. Discussion was had on the current review process. The board agreed to review the evaluation tool used to the assess meetings. Action: General Manager to provide alternative measures in reflection of 360 evaluation and templates at April’s board meeting #18. <u>Declarations of interests</u> Each board member has completed the Conflict of Interest and Lobbyist Declaration form to be recorded on register. Conflict of interest disclosed by (1) Douglas Lillecrapp for his application to vary a Water Resource Works Approval on Todmorden, within the Far North Prescribed Wells Area with the Department of Environment and Water. Discussion was had and board agreed to close off current register. Create new register to reflect the commencement of new board term. Action: EO to create new Declaration of Interest register. |
| 17.2 | Minutes for SAAL Landscape Board meeting of 14-15 December 2022 accepted by all . Minutes for In Camera SAAL Landscape Board meeting of 14-15 December accepted by all . |
| 17.3 | <u>Action list review</u> It was agreed to <ul style="list-style-type: none"> • 15/15.15 360 Performance Review – Develop a Skills Matrix for board members – present at April Meeting #18. • 16.10g – Landscape Board Conference March 2023 – discussed and completed. • 16.10g - WAC and GFC Committees to be reviewed in the first Board meeting 2023 – completed. • 16.12 - Hydrogen and Renewable Energy Bill Submission paper – discussed and completed. |
| 1030 17.4 | <u>New Member Orientation</u> The chair conducted a New Member Orientation – highlights were; <ul style="list-style-type: none"> • Welcoming Eric Brown as newly appointed board member. • Welcoming back to all reappointed board members. • Each board member gave an introduction about themselves. • Reflection on the online board member webinar that was conducted 6th February. • Discussion on the 2023 landscape Board Conference 27-28 March 2023. New Member Orientation noted by the Board. |
| 1058 17.5 | <u>Setting the scene for the new term of the SAAL Board</u> The board was provided a ‘Setting the Scene’ presentation conducted by the Chair and General Manager. |

Highlights from the presentation:

- Welcome from the new Chair.
- Role of the Presiding Member and Board Members.
- Discussion on Corporate Governance.
- Induction and orientation refresh on Landscape Board Charter, handbooks and acts.
- SA Arid Lands Landscape Board priorities.
- Strategic items and upcoming projects.

1245 17.6

General Manager Update

The board was provided with an overview of the recent activities of the General Manager and updates on the following;

HR & Staffing

- New Manager – Landscape Operations will commence 1st March 2023.
- Interviews taking place for MERI position.
- Water Project Officer full time position has been advertised with the recent resignation of part time WP officer.
- Business Manager position to be advertised with the resignation of current manager to relocate interstate –
*Kurt Tschirner has been nominated to be on interview panel – Kurt **accepted** and was **approved** by all members.*
- Week of 13th February training week will occur for all SAAL staff.

Brief discussion on the tender process (refer item 17.9 that outlines further).

Funding applications and outcomes were discussed which included the Future Drought Fund Extension and Adoption of Drought Resilience Farming Practices Project, Landscape Priorities Fund and Foundation for Regional and Remote Renewal.

Focus areas and activities coming up/ongoing covering Kangaroo Agriculture Taskforce, Drought Hub, NRM Regions Australia CEO meetings, GM meetings, HR Management and recruitment, team meetings, finalising the departure and exit meetings with Ross Sawers.

General Manager report **noted**

1320

Break for lunch

1345

At this time Scott Michael joined the meeting.

1348

At this time Mel Boxall and Cherie Gerlach joined the meeting.

1349 17.7a

GFC and WAC Terms of Reference and Membership

The board reviewed and finalised the Terms of Reference for the Governance and Finance Committee (GFC) and the Water Advisory Committee (WAC) and determined the membership in lined with the recent board member (re)appointments (2 year term to 30/01/2025).

GFC;

- Ellen Litchfield has stepped down from the committee.
- Eric Brown nominated – **all in favour.**
- Sanchia Treloar renominated– **all in favour.**
- Kurt Tschirner renominated and to stay on as Chair– **all in favour.**

WAC;

- Douglas Lillecrapp has stepped down from the committee.
- Ellen Litchfield renominated– **all in favour.**
- Tim Flowers renominated – **all in favour.**
- Scott Michael nominated – **all in favour.**

Action: Amendments to ToR – changes being the Board elect the Chair, timing of meetings, inclusion of quorum detail and 2 year term.

Action: Invitation from GM to Peter Baker new Director, Water Science and Monitoring with DEW, to attend the WAC meetings.

The board **reviewed and endorsed** updated Terms of Reference for the Governance and Finance Committee and the Water Advisory Committee;

The board **appointed** board members to the Governance and Finance Committee in accordance with the TOR for a 2 year term;

The board **appointed** board members to the Water Advisory Committee based on in accordance with the TOR for a 2 year term, with Ellen Litchfield being elected as Chair by the board – all in favour



17.7b

Aboriginal Network Engagement

Following the gathering in November 2022, the network requested that a Terms of Reference be drawn up to guide the direction and administration of the network.


| | | |
|------|--------|---|
| | | <p>The board was presented with a DRAFT Aboriginal Engagement Network Terms of Reference to go to the next gathering of the Aboriginal Network for discussion. The final Terms of Reference will come back to the board for its approval.</p> <p>The board endorsed the DRAFT Aboriginal Engagement Network Terms of Reference to go to the Aboriginal Engagement Network for discussion subject to the removal Item 1.4.</p> |
| 1421 | | <p><i>At this time Mel Boxall and Cherie Gerlach left the meeting</i></p> |
| 1422 | 17.8 | <p><u>Landscape Priorities Fund Update</u></p> <p>An update of the LPF was presented to the board advising the success in the three year project application targeting feral goats, pigs and wild dogs (<i>Resilient Rangelands</i>). The project will commence shortly with an expected end date of January 2026.</p> <p>The board noted the Ministers endorsement of the three year Landscape Priorities Fund (LPF) project <i>Resilient Rangelands – Managing biosecurity threats for climate resilient landscapes</i> and the next steps in delivering the project.</p> |
| 1456 | | <p><i>At this time Mel Boxall joined the meeting.</i></p> |
| 1457 | 17.10a | <p><u>Risk Management Framework and Register</u></p> <p>The Risk Management Framework and Risk Register was presented and discussed with the board highlighting the amendments made since the December meeting. All changes made since the last approval have been tracked for ease of reference.</p> <p>The board endorsed the Risk Management Framework, updated Risk Register and the Risk Guideline Escalation Process.</p> |
| | 17.10b | <p><u>Financial Overview</u></p> <p>The Manager of Business Services presented the financial reports with figures relating to the end of December 2022. An update was provided on the completed audit and submission of the Annual Report with no items raised in the audit for the year to 30 June 2022. A general overview of activities undertaken since the last report was also discussed.</p> <p>The board accepted the financial overview and associated reports.</p> |
| | 17.10c | <p><u>Work Health & Safety</u></p> <p>WHS Committee met in November 2022 where discussion was held on:</p> <ul style="list-style-type: none"> ● Procedure review for Bait Freezer. ● Safety Focus Calendar - Themes and information sharing within SAAL. ● Bushfire awareness. ● Schedule of a regular First Aid Drill. ● Review of volunteer forms. ● No Lost Time Injury. ● Training week is scheduled for 13-17 February 2023 for all SAAL staff. <p>Work Health and Safety Report noted by the board</p> |
| | 17.10e | <p><u>Policy Review</u></p> <p>Given the period leading up to the board meeting being the holiday period and a shorter time between board meetings, there were NIL policies recommended for adoption for this reporting period.</p> <p>Action: present the policy library at the next upcoming GFC meeting to review.</p> <p>Policy Review noted by the board.</p> |
| | 17.10f | <p><u>Contracts and Grant Executions</u></p> <p>The board was presented a table format of reference to expenditure contracts or grants executed since the last board meeting.</p> <p>The board noted the agreements executed covering the period 18 November 2022 to 23 January 2023.</p> |
| | 17.10g | <p><u>Related party Disclosures (Declarations of Interest)</u></p> <p>Declarations for the period November 2022 to 31 January 2023 were presented to the Board.</p> <p>The board noted the related party transactions report.</p> |
| | 17.10h | <p><u>Sponsorship</u></p> <p>The board were informed of the recent approvals of sponsorship that did not exceed \$5k.</p> <ol style="list-style-type: none"> 1. Flinders Ranges Council for the Flinders Ranges Council Quondong Festival being held October 2023. 2. Pinion Advisory for a community based mental health workshop for the North East pastoral region proposed for February 2023, Yunta. <p>Conflict of interest was declared by (1) Eric Brown, as the CEO of the Flinders Ranges District Council in relation to the sponsorship of the Quondong Festival.</p> |

| | | |
|------|-------|--|
| 1600 | 17.11 | <p>The board noted the sponsorship report.</p> <p><u>Out of Council Levy Charges</u></p> <p>Correction of Out of Council Levy Charges was put forward to the Board to seek endorsement on the preferred approach of the tiered levy charge. The board was presented with varied options and discussion and risks considered was had.</p> <p>The board endorsed option B to update the multiplier rate for out of council levies for inclusion in the 23/24 Business Plan and budget.</p> |
| 1612 | 17.12 | <p><u>Draft Business Plan</u></p> <p>The board was presented the final draft of the Annual Business Plan 2023/24.</p> <p>Conflict of interest was declared by (1) Eric Brown, as the CEO of the Flinders Ranges District Council in relation to the Regional landscape levy.</p> <p>Action: Chair to forward letter and Business Plan to the Minister for consideration and presentation to parliament for approval and adoption</p> <p>The board endorsed the final draft of the Board's 2023/24 Annual Business Plan.</p> |
| 1630 | | <p>Day Closed</p> |

|  Day Two  Thursday 9 February 2023 8:30am to 11:00am | |
|---|--|
| Location: | SAAL Boardroom 1 Jervois St Port Augusta SA 5700 |
| Attendees: | Douglas Lillecrapp - Chair Kurt Tschirner - Board Member Scott Michael - Board Member Tim Flowers - Board Member Sanchia Treloar - Board Member Eric Brown – Board Member Jodie Gregg-Smith - General Manager (GM) Abby Richards - Executive Officer (minute taker) |
| SAAL Staff: | Item 17.15 Aaron Smith – Senior Water Resource Officer (AS) Item 17.15 Melissa Horgan – Water Project Officer (MH) |
| Apologies | Ellen Litchfield - Deputy Chair |
| Guests: | NIL |
| 0830 | Meeting reconvened and the business of day one reviewed. |
| 0835 | 17.13 |
| | <p><u>Biosecurity Update</u></p> <p>The board were briefed on the most recent activities undertaken regionally within the biosecurity team.</p> <p>Goats</p> <p>Discussion on the decrease of market prices and demand of goats – what impact in the near future this will have on rangelands.</p> <p>Wild dogs</p> <p>The autumn 2023 baiting services is scheduled to commence March 20th. Aerial baiting program under the Biteback program is scheduled for May-June 2023. A media article has been submitted to the National Wild Dog Newsletter promoting the work of the Board and PIRSA in wild dog management.</p> <p>Deer</p> <p>Reports of deer in the Flinders Ranges which are currently being inspected along with new reports in the Quorn area. SAAL to investigate with monitoring systems to be put in place.</p> <p>Action: Quorn wild deer report to be followed up with SAAL Sustainable Landscapes Project Officer and P/A & Quorn CLO.</p> <p>Weeds</p> <p>Continuing problem with weeds after the recent rainfalls and finding this constant around the region of the North East Pastoral. Discussions to be had between region SAAL CLO and the Team Leader of Communications and Community Engagement.</p> <p>Biosecurity Update noted by the Board</p> |
| 0850 | <i>At this time Eric Brown joined the meeting</i> |
| 0902 | 17.14 |
| | <p><u>Kangaroo Partnership Project Update</u></p> <p>The board were given a brief update from the General Manager on the recent activities of the Kangaroo Partnership Project covering the recent grants that have been accepted and future funding opportunities.</p> |

| | | |
|------|-------|--|
| | | Kangaroo Partnership Project report noted by the board. |
| 0910 | | <i>At this time Aaron Smith via MS Teams (SAAL) and Melissa Horgan (SAAL) joined the meeting</i> |
| 0911 | 17.15 | <u>Water Advisory Overview</u> An update on the water related projects was presented covering issues and upcoming works for 2023. Water Projects Summaries were presented to the board of the current and upcoming water projects which include: <ul style="list-style-type: none"> • Water Accounting and the Future Drought Fund Metering and Monitoring Projects. • Lake Eyre Basin Riparian Vegetation and Springs Project. • Improving Great Artesian Basin Drought Resilience Program. • Basin-wide Condition Report. • Lake Eyre Basin. Strategic and Policy Matters for Review Several matters have been identified as requiring review and consideration by the WAC during 2023 which includes: <ul style="list-style-type: none"> • Review of the Water Affecting Activities Control Policy. • Water Levy. • Bore Fed Wetlands. The board would like to acknowledge the departure of Melissa Horgan (Water Project Officer) and to thank her for her amazing work and efforts with SAAL over the many years. The board wishes Melissa all the best with her new role at PIRSA. The Water Advisory Committee Overview noted |
| 0955 | | <i>At this time Aaron Smith and Melissa Horgan left the meeting</i> <i>Short break was taken</i> |
| 0958 | 17.16 | <u>Board submission – Hydrogen and Renewable Energy Bill</u> The General Manager presented a draft submission in regards to the proposed Hydrogen and Renewable Energy Bill. This will be submitted to the Department for Energy and Mining. The submission follows the consultation presented to the board in December 2022, the board’s discussion around the proposed act and what it entails for the SA Arid Lands region. Submission has been accepted and endorsed by the board with minor amendments to be made prior to final submission to DEM |
| 1020 | 17.17 | <u>Correspondence</u> Correspondence report noted by the board |
| 1021 | 17.18 | <u>Project status report</u> The board was provided the status updates and achievements for the reporting period 1 December 2022 to 31 January 2023 for all approved programs and projects as they align to the boards 2021-26 priorities. Project Status Report for period 1 December 2022 to 31 January 2023 noted by the board |
| 1026 | | <u>Presiding member report</u> Presiding member discussed with the board a brief overview of topics he shall be addressing over the upcoming board meetings. Noting the Landscape Board Chairs Forum will be held 9 th March and the Landscape Board Conference will be held 27-28 March 2023 Presiding member report noted by the board <u>Public comment (if applicable)</u> NIL |
| 1030 | | <u>Any other business</u> The appointment of board members to SAAL District Groups was made It was agreed to appoint the following board representatives to the relevant landscape groups: <i>Marla-Oodnadatta</i> - Ellen Litchfield proxy Douglas Lillecrapp <i>Marree-Innamincka</i> - Douglas Lillecrapp proxy Ellen Litchfield <i>Kingoonya</i> - Kurt Tschirner proxy Scott Michael <i>North Flinders</i> - Eric Brown proxy Kurt Tschirner <i>Gawler Ranges</i> - Scott Michael proxy TBC <i>Port Augusta-Quorn</i> - Kurt Tschirner proxy Eric Brown <i>North East Pastoral</i> - Sanchia Treloar proxy Ellen Litchfield |

| | |
|------|--|
| 1048 | <p><u>Forward agenda items</u></p> <ul style="list-style-type: none"> • Grass Roots Grant Update • District Groups Membership call • Presentation from Infrastructure SA in regards to far north renewable projects • HR Updates • Reports from GFC and WAC • Suggested to invite the 'SAAL project leads' who are in the process of finalising projects |
| 1055 | <p><u>Board communiqué</u></p> <p>It was agreed to include the following items in the board communiqué:</p> <p>Welcoming of new chair and board member – Overview of the new upcoming term</p> <p>Item 17.12 – Business Plan</p> <p>Item 17.7b – Aboriginal Engagement Network</p> <p>Item 17.10 – Upcoming Grassroots Grants</p> |
| 1100 | <p><u>Board Member Travel Arrangements</u></p> <p>Board members advised that their travel for attending the meeting was a direct return from their residence to Port Augusta.</p> |
| 1104 | <p>Meeting end</p> |

Approved  Date 13 / 4 / 2023
 Douglas Lillecrapp, Chair
 SA Arid Lands Landscape Board

| FORWARD AGENDA ITEMS | | | |
|----------------------|--|-------|--------------|
| Identified | Item | RO | Due Date |
| Aug 2021 | SAAL Staff Presentation | GM | Each meeting |
| Oct 2021 | Wild dog (Biteback) | GP | Each meeting |
| Dec 2021 | Feral Goats | GM GP | Each meeting |
| Dec 2021 | Kangaroo Partnership Project | GM | Each meeting |
| Feb 2021 | Tri-Star Group update on Simpson and Pedirka Basin Project | GM | TBD |
| Oct 2022 | Aboriginal Partnership Project update – ongoing | GM | Apr 2023 |
| Feb 2023 | Grass Roots Grant Update | CG | CG |
| Feb 2023 | District Groups Membership call | CG | Apr 2023 |
| Feb 2023 | Presentation from Infrastructure SA in regards to far north renewable projects | GM | Apr 2023 |
| Feb 2023 | HR Updates | GM | Apr 2023 |
| Feb 2023 | Reports from GFC and WAC | BM AS | Each meeting |
| Feb 2023 | Suggested to invite the 'SAAL project leads' who are in the process of finalising projects | GM | Apr 2023 |