

# Eyre Peninsula Landscape Board

## MINUTES - Meeting No.13



Meeting Title: Eyre Peninsula Landscape Board Meeting No.13			
Date: 03 May 2022			
Start Time:	0903	Finish Time:	1220
Location:	District Council of Elliston Office 21 Beach Terrace Elliston SA 5670	Room:	Chambers
Attendees:	<b>Board members</b>  M Whitfield (Chair) (0903 – 1020) (1039 - 1220), D May, S Milner (0903 – 1020) (1039 - 1220), J Major (0903 – 1020) (1039 - 1220), T Irvine (0903 – 1020) (1039 - 1220) and M Turner (0903 – 1020) (1039 - 1220).		
Staff:	<b>Staff</b> J Clark (General Manager) (0903 – 1020) (1039 - 1220), L McTaggart (A/Manager Landscape Operations) (0903 – 1020) (1039 - 1220), D Mislov (Manager Business Support) (0903 – 1020) (1039 - 1220), Susan Stovell (Manager, Planning and Engagement) (0903 – 1020) (1039 - 1220) and J White (Governance & Administration Officer) (0903 – 1020) (1039 - 1220)		
Visitors / Guests:	<b>Guest Speakers</b> Sandra Klein: Engagement Advisor – SA Water (1000 – 1018) Gary Neave: Project Director – TSA Management (1000 – 1018) Nancy Nguyen: Graduate Engineer – TSA Management (1000 – 1018) *Karen Hollamby: Flood Recovery Coordinator – PIRSA (0940 – 0958)  *Via MS Teams		
Apologies:	T Breuer (Emergency Recovery Coordinator) & B Foster		

Item	Meeting Standing Items
<b>1. Welcome</b>	
1.1	<b>Welcome, apologies, and agenda check</b> The Chair opened the meeting at 0903, delivered an acknowledgement of country and welcomed those in attendance to meeting No.13 of the Eyre Peninsula Landscape Board (the Board). The Chair called for additional agenda items nil were received.
1.2	<b>Declarations of interest</b> J Major declared a conflict of interest due to working for the National Recovery and Resilience Agency and noted she sits on the Flood Recovery Committee.



## 2. Deputations and Presentations

<b>2.1</b>	<b>Flood Recovery Efforts</b> K Hollamby, Flood Recovery Coordinator for PIRSA provided a presentation in relation to the flood recovery efforts on EP. A copy of the presentation was provided.  <i>Action 1: Follow up with Flood Recovery Coordinator to receive the membership list of the EP Recovery Group and the EP Flooding and Erosion Report and distribute to board members.</i>
<b>2.2</b>	<b>Desalination Project Site Selection</b> G Neave from TSA Management and S Klein of SA Water, provided an update in relation to the desalination project site selection in Port Lincoln.

## 3. Strategic Items

<b>3.1</b>	<b>Water Allocation Plan mid-term evaluation</b> A briefing paper regarding the final Water Allocation Plan mid-term evaluation was provided to the Board. S Stovell reported to the briefing paper as presented. Following discussion, the Board moved:  <b>Recommendation 13:3.1</b>  <b>Motion: That the Eyre Peninsula Landscape Board endorse the WAP Evaluation Report, including the recommended actions contained within the report.</b>  Resolved
<b>3.2</b>	<b>EP Flood Recovery</b> A briefing paper providing the Board with an update on the flood recovery efforts was provided to the Board. J Clark reported to the briefing paper as presented. Following discussion, the Board moved:  <b>Recommendation 13.3.2</b> <b>Motion: That the Eyre Peninsula Landscape Board note the report and continue to monitor the situation and provide assistance to landholders where possible.</b>  Resolved
<b>3.3</b>	<b>2022-2023 Draft Budget</b> A budget workshop for the 2022-23 financial year was held on Monday 2 May in Elliston. Following discussion at the Board meeting, the Board moved:  <b>Recommendation 13.3.3.</b> <b>Motion: That the Eyre Peninsula Landscape Board adopt the Draft Budget 2022-23, noting a surplus of \$172,884 will be retained in a Board Unallocated Project for further consideration during 2022-23; the Projected Retained Earnings to 2023/24; and potential savings strategies.</b>  Moved: S Milner      Seconded: T Irvine      Outcome: Resolved

#### 4. Procedural Matters

4.1	<p><b>Adoption of Minutes EPLB Meeting No.12</b> The draft minutes of Eyre Peninsula Landscape Board Meeting No.12 held on 22 February 2022 were provided for formal endorsement.</p> <p><b>Recommendation 13:4.1</b> <b>Motion: That the Eyre Peninsula Landscape Board accepts the minutes of meeting No.12 held on 22 February 2022 as a true and accurate record of the business conducted at that meeting with minor amendments.</b></p> <p><b>Resolved</b></p>
4.2	<p><b>Action List</b> The list of action items arising from the previous Board meeting was provided for information. Following discussion, the Board moved:</p> <p><b>Recommendation 13:4.2</b> <b>That the Eyre Peninsula Landscape Board note the status of Board action items.</b></p> <p><b>Resolved</b></p>
4.3	<p><b>Financial Report</b> A briefing paper with the financial report for March 2022 was provided to the Board. D Mislov reported to the paper as presented. Following discussion, the Board moved:</p> <p><b>Recommendation 13:4.3</b> <b>Motion: That the Eyre Peninsula Landscape Board note the Financial Performance Report for March 2022.</b></p> <p><b>Resolved</b></p> <p><i><b>Action 2:</b> Verify the year to date variances on salaries, wages and on-costs.</i></p>
4.4	<p><b>Strategic Risk Register</b> A briefing paper with an update of the Eyre Peninsula Landscape Board Strategic Risk Register was provided to the Board. D Mislov reported to the paper as presented. Following discussion, the Board moved:</p> <p><b>Recommendation 13.4.4</b> <b>Motion: That the Eyre Peninsula Landscape Board endorse the Strategic Risk Register for April 2022.</b></p> <p><b>Resolved</b></p> <p><i><b>Action 3:</b> Recommend to the Risk, Audit &amp; Finance Committee that risk number 1 be removed.</i></p>

<p>4.5</p>	<p><b>Critical WHS Risk Register</b>  A briefing paper with an update of the Eyre Peninsula Landscape Board Critical WHS Risk Register was provided to the Board. L McTaggart reported to the paper as presented. Following discussion, the Board moved:</p> <p><b>Recommendation 13.4.5</b>  <b>Motion: That the Eyre Peninsula Landscape Board note the Critical WHS Risk Register for April 2022.</b></p> <p><b>Resolved</b></p> <p><i>Action 4: Update the Critical WHS Risk Register to reflect board member feedback.</i></p>
<p>4.6</p>	<p><b>Work Health &amp; Safety Performance Report</b>  A briefing paper with an update on the current Work Health &amp; Safety performance of the Board was provided to the Board. D Mislov reported to the briefing paper as presented. Following discussion, the Board moved:</p> <p><b>Recommendations 13:4.6</b>  <b>Motion: That the Eyre Peninsula Landscape Board (the Board) note the content of the Work Health and Safety (WHS) Report at this time, noting improvement is required on:</b></p> <ul style="list-style-type: none"> <li>• KPI 3 - Completing Incident Investigations (via MySafety), and</li> <li>• KPI 7 - Staff training requirements being established and reported.</li> </ul> <p>The Board has reviewed the WHS Review Action Plan and noted the status.</p> <p><b>Resolved</b></p>
<p>4.7</p>	<p><b>State wide Pest Control Fees and Charges Policy</b>  A briefing paper providing the Board with a copy of the State wide Pest Control Fees and Charges Policy and Pricing Schedule was provided to the Board. L McTaggart reported to the briefing paper as presented. Following discussion and noting that the decision making process around pricing waiver, sits with the General Manager or delegate of the Board, the Board moved:</p> <p><b>Recommendation: 13:4.7</b>  <b>Motion: That the Eyre Peninsula Landscape Board note the State Wide Pest Control Fees and Charges Policy and Pricing Schedule.</b></p> <p><b>Resolved</b></p>
<p>4.8</p>	<p><b>Water Affecting Activity Control Policy changes</b>  A briefing paper regarding the proposed changes to the Water Affecting Activity (WAA) Control Policy was provided to the Board. S Stovell reported to the paper as presented. Following discussion, the Board moved:</p> <p><b>Recommendation 13:4.8</b>  <b>Motion: That the Eyre Peninsula Landscape Board endorse the proposed minor changes and extra clarity relating to the Water Affecting Activity Control Policy.</b></p> <p><b>Resolved</b></p>

<p>4.9</p>	<p><b>Eyes on Eyre Landscape Priority Fund application</b>  A briefing paper with an update on the stage 2 application process for the Landscape Priorities Fund was provided to the Board. S Stovell reported to the paper as presented. Following discussion, the Board moved:</p> <p><b>Recommendation 13:4.9</b>  <b>Motion: That the Eyre Peninsula Landscape Board:</b></p> <ul style="list-style-type: none"> <li>• Note that the Eyes on Eyre Landscape Priority application has been successful in gaining funding to the value of \$710,000 over three financial years, commencing 2021-22,</li> <li>• Note the Boards co-investment in the project, which is valued at \$130,000 over four years, and</li> <li>• Approve the budget adjustment of \$177,500, for the 2021-22 year.</li> </ul> <p>Resolved</p>
<p>4.10</p>	<p><b>Biodiversity Credit Exchange program delivery</b>  A briefing paper with an overview of the Biodiversity Credit Exchange program was provided to the Board. S Stovell reported to the paper as presented. Following discussion, the Board moved:</p> <p><b>Recommendation 13:4.10</b>  <b>Motion: That the Eyre Peninsula Landscape Board:</b></p> <ul style="list-style-type: none"> <li>• Note that the Native Vegetation Council has approved for the Board to deliver the Biodiversity Credit Exchange program valued at \$1.4 million in Eyre Peninsula commencing June 2022.</li> <li>• Note that a Service Level Agreement is in place to deliver the program, for a total of \$140,250 (GST exclusive), which is comprised of \$10,000 in 2021/22 and \$130,250 in 2022/23 and</li> <li>• Endorse a \$10,000 budget adjustment for the additional funding to be received in the 2021-22 year.</li> </ul> <p>Resolved</p>
<p>4.11</p>	<p><b>Business Plan Update</b>  A briefing paper with an update in regard to the annual Business Planning process was provided to the Board. S Stovell reported to the paper as presented. Following discussion, the Board moved:</p> <p><b>Recommendation 13:4.11</b>  <b>Motion: That the Eyre Peninsula Landscape Board:</b></p> <ul style="list-style-type: none"> <li>• Endorse the proposed draft changes to the Business plan for the 2022-23 period, and</li> <li>• Note that out of session approval of the Business Plan for the 2022-23 period will be required in coming weeks.</li> </ul> <p>Resolved</p>

## 5. Standing Items for noting

<b>5.1</b>	<b>The Board noted the following reports:</b> 5.1 Chair's report 5.2 Board member reports 5.3 General Manager report 5.4 Communication and Media report 5.5 Communication Plan Update 5.6 Business Plan Achievement Report 3 <sup>rd</sup> ¼  <b>Recommendation 13:5.1</b> <b>Motion: That the Eyre Peninsula Landscape Board resolve to receive the standing items for noting, as presented.</b>  <b>Resolved</b>	5.7 Eastern Eyre Soils project final report 5.8 Contract Execution Report 5.9 Common Seal Register 5.10 Seasonal Outlook 5.11 Landscape SA Charter & State Landscape Strategy
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## 6. Correspondence

<b>6.1</b> <b>6.1.2</b> <b>6.2</b> <b>6.3</b> <b>6.4</b> <b>6.5</b> <b>6.6</b> <b>6.7</b>	<b>The Board noted the following correspondence:</b> General Managers Update No.16 General Managers Update No.17 Railway Corridor Weed Growth – DC Wudinna Landscape Priorities Fund 2021/22 - DEW Aquaculture Standard Conditions Policy National Heritage List Assessment: Cuttlefish Coast Sanctuary Zone South Australian Water Security Statement Grain Producers SA - Request for Soil Support  Noting S Milner's query around the Boards responsibility around a response to item 6.5 - National Heritage List Assessment: Cuttlefish Coast Sanctuary Zone and following some discussion, the Board moved:  <b>Recommendation 13:6.1</b> <b>Motion: That the Governance &amp; Administration Officer send an Out of Session decision to the Board to receive and note correspondence provided at Eyre Peninsula Landscape Board Meeting No.13.</b>  <b>Resolved</b>  <i>Action 5: Moving forward, include correspondence in MS Teams file for corresponding meeting.</i> <i>Action 6: Coincide an Out of Session decision for board members to note the correspondence included at meeting no.13.</i>
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## 7. Meeting Closure

<b>7.1</b>	<b>Invitations for next meeting</b>
<b>7.2</b>	<b>Next meeting details including the Governance Schedule</b> The Eyre Peninsula Landscape Board Governance Schedule for future meetings was provided to the Board, meeting No.14 is to be held on Wednesday 22 <sup>nd</sup> June in Whyalla.
<b>7.3</b>	<b>Review of action list</b> The Board noted the Actions.

7.4	<b>Board Claims and Administration Items</b> The Board received and completed the administrative items
7.5	<b>Meeting Review</b> The Board discussed current member terms and succession planning and noted the effectiveness of timing of the meeting.  <i>Action 7: Follow up with DEW Governance Officer on how board members received original appointment letters.</i>
7.6	<b>Meeting closed</b> The meeting closed at 1220.

CERTIFIED CORRECT:



**PRESIDING MEMBER**  
 MARK WHITFIELD

16/8/22