

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.

Meeting Title:	Hills and Fleurieu Landscape Board		
	Meeting #4		
Date:	Wednesday 23 September 2020		
Start Time:	10:45am	Finish Time:	1:31pm
Location:	Yankalilla Council Chambers (1 Charles St)	Room:	Council Chamber
Attendees:	<p><i>Board Members:</i> D Greenhough (Chair), J Klein, A Lowe, C Schofield, C West, A Williams</p> <p><i>Staff Present:</i> K Krebs (General Manager), W Telfer (Manager Planning, Engagement & Partnerships), B Della Torre (Manager Landscape Operations), R McAlary (Manager Business & Governance), A Macphee (Executive Officer).</p>		
Guests / Visitors	<p><i>Public Gallery:</i> M Garrod, Director Communications and Engagement – Department for Environment and Water (DEW) (10:45am-1:31pm) P Wainwright, Team Leader Water Resources, Hills and Fleurieu (H&F) (10:45am-11:36am) P Kruse, Normanville Natural Resources Centre (10:45am-approx 12:45) D Dupuy, Normanville Natural Resources Centre (10:45am-1:31pm) J Woodley, Willunga Environment Centre (10:45am-1:31pm)</p>		
Apologies:	D Smith		

Item	Meeting Standing Items
1.1	<p>Welcome and Apologies</p> <p>The Chair opened the meeting acknowledging it was being held on shared traditional lands of the Kaurna and Ngarrindjeri Nations. The Chair welcomed all attendees to the meeting, including M Garrod (Director, Communications and Engagement – DEW), staff member P Wainwright (H&F Team Leader – Water Resources) and three public observers.</p> <p>The Chair acknowledged COVID-19 restrictions and asked all present in the room to adhere to social-distancing guidelines.</p> <p>Apologies were received from D Smith.</p>

1.2	<p>Conflict of Interest Disclosures</p> <p>There were no additional conflict of interest disclosures arising from the agenda declared at the meeting.</p>
1.3	<p>Consent Schedule</p> <p><i>The board approved and agreed all items remaining on the Consent Schedule be adopted.</i></p> <p>Moved: C Schofield; Seconded: A Lowe</p> <p style="text-align: right;">CARRIED</p>
1.4	<p>Any Other Business</p> <p>No further items were added for discussion.</p> <p>The Chair brought forward agenda Item 2.6 (Securing Low Flows – Project Direction) to be discussed as the first item on the Agenda.</p>
1.5	<p>Minutes from the previous meeting</p> <p><i>The board confirmed the minutes of meeting number 3 held on 26 August 2020 as a true and accurate record with the following amendments:</i></p> <p><i>1.5.1 Minutes Item 2.12, paragraph 2, sentence 2 to state “The Chairs shared their preference for retaining section Part 9 in the Landscape South Australia Act 2019, rather than it being moved to the Biosecurity Act.”</i></p> <p><i>1.5.2 Recommendations 2.4.2 & 2.4.3 moved by C West.</i></p> <p>Moved: C West; Seconded: J Klein</p> <p style="text-align: right;">CARRIED</p>
1.6	<p>Actions arising from previous meetings</p> <p><i>The board noted the actions arising and current status.</i></p> <p>Moved: C Schofield; Seconded: A Williams</p> <p style="text-align: right;">CARRIED</p>
1.7	<p>Resolutions Register</p> <p><i>The board noted the resolutions register.</i></p> <p style="text-align: right;">CARRIED</p>
1.8	<p>Work Health & Safety</p> <p>The General Manager informed the board that the new SA Government Work Health and Safety Reporting system for staff, MySAFETY is now in use. No incidents have been reported by Hills and Fleurieu staff since the last board meeting. The General Manager will inform the board as to whether board members need to register incidents through MySAFETY once the DEW Work Health and Safety unit confirms.</p>
2	Items
2.6	<p>Securing Low flows - Project Direction</p> <p>The Team Leader, Water Resources provided an overview of how securing low flows policies were first conceived in the Eastern and Western Mt Lofty Ranges (MLR) Water Allocation Plans (WAPs) to support environmental water for aquatic ecosystems and to maximise the water that could be allocated for extraction. Large efforts have gone into working with landholders to install low flows devices in specific catchments of the Western MLR. However, due to the novel and voluntary nature of the program, it has been difficult to engage the required landholders in a catchment and achieve connected flows. The cost of the devices has also limited the scale at which the program has been able to be delivered. These issues have existed in both the Eastern and Western MLR, but there has been greater success in the Eastern MLR due to significant Australian Government funding.</p>

	<p>The board paper proposed that the trial sites, monitoring and Inman Valley environmental flows pilot project would continue to be implemented in 2020-21, and requested the board’s consideration of whether new devices should continue to be installed this year.</p> <p>The board agreed that it was important to continue the monitoring and trial sites to understand whether the Low Flows devices are achieving the expected environmental outcomes. It supported redirecting the funding rather than investing in additional devices this year. Discussions and options considered for funding redirection included:</p> <ul style="list-style-type: none"> • Carrying over the funding to 2021-22 to support water science required for the Eastern and Western MLR WAP reviews, including factoring in climate change; • Investigating design of cheaper, more generic low flows devices; • Funding riparian restoration projects that focus on achieving aquatic health outcomes, such as Grassroots Grants; • Funding additional monitoring to understand the environmental outcomes and benefits of the existing investment in low flows devices; and • Funding additional targeted community engagement that would assist with persuading those landholders that are not passing flows within catchments that have had significant investment. <p><i>The board:</i></p> <p>2.6.1 approved a change in the scope of the Securing Low Flows project to suspend the support provided to landholders at priority sites in the Onkaparinga catchment (WMLR) with the cost of installing low flow devices; and</p> <p>Moved: A Williams; Seconded: C West</p> <p>2.6.2 approved \$130,000 of carry-over funding for the Securing Low Flows project be redirected in consultation with the Water Planning Committee to support Securing Low Flows and water planning outcomes in the Western Mount Lofty Ranges.</p> <p>Moved: C West; Seconded: J Klein</p> <p style="text-align: right;">CARRIED</p>
	<p><i>P Wainwright left the Public Gallery at 11:36am</i></p>
<p>2.1</p>	<p>Policy for Board Meetings and Governance</p> <p>The Manager Business and Governance introduced the paper and sought feedback from the board. The General Manager explained the policy and procedure was developed following direction from board members at their August meeting, seeking greater clarity on board member roles, responsibilities and expectations.</p> <p>Discussion elicited the need to include reference in the policy that board members must be prepared for each board meeting by having pre-read all papers (page 2 of the policy).</p> <p><i>The board:</i></p> <p>2.1.1 approved the Policy and Procedure for Board Meetings and Governance.</p> <p>Moved: C Schofield; Seconded: A Lowe</p> <p style="text-align: right;">CARRIED</p>
<p>2.2</p>	<p>Board Committee Skills Matrix</p> <p>In meeting #3, the board requested details about the skills required of the board to perform duties on various formal and informal committees of the board. The General Manager explained that the skills matrix is only for board membership on committees, not for the external members. It is also expected that as the board and associated committees mature and matters of priority change, that the skills matrix per committee can be reviewed to reflect needed competencies.</p>

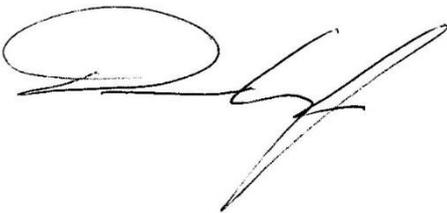
	<p><i>Audit & Risk:</i> As actioned from meeting #3, CVs have been sought from the external members of the Adelaide and Mount Lofty Ranges (AMLR) Natural Resources Management (NRM) Board’s Audit, Finance and Risk Committee, and the Australian Institute for Company Directors (AICD) were approached to advertise an expression of interest from new AICD graduates. The General Manager is tasked to progress this and to have the list of nominated external members for the board’s consideration at the October meeting.</p> <p><i>Landscape Planning:</i> The board discussed the need for an out-of-session working group to support the development of the landscape plan and the associated monitoring, evaluation, reporting and improvement (MERI) framework. This is in addition to the board’s involvement in hosting the proposed Landscape Planning Stakeholder Forums, which it is hoped all board members will attend at least of to support stakeholder discussions.</p> <p>The Chair and General Manager confirmed that board members could indicate their interest for other committees, which have yet to evolve. It was noted that the following board members expressed their interests for future committees:</p> <ul style="list-style-type: none"> C West – funding, landscape planning and MERI A Lowe – funding, landscape planning and MERI J Klein – sustainable production, science, community, fundraising <p>The Chair acknowledged C West and J Klein’s recent significant contribution to the Grassroots Grants Assessment Panel.</p> <p><i>The board:</i></p> <p>2.2.1 endorsed the skills required for the board committees; Moved: J Klein; Seconded: C West</p> <p>2.2.2 considered the skills and knowledge required when nominating for committees;</p> <p>2.2.3 nominated the following board members for the Audit and Risk Committee: Carol Schofield and David Greenhough;</p> <p>2.2.4 nominated the following board members for the Water Planning Committee: Amy Williams and Carol Schofield.</p> <p>2.2.5 nominated the following board members for the MERI: Andy Lowe and Chris West.</p> <p style="text-align: right;">CARRIED</p>
2.3	<p>Bait fees for fox and rabbit control</p> <p>The Manager Landscape Operations explained the merging of two NRM regions has resulted in different pricing across the new region. There is a need to align pricing and 20% be included to cover administrative costs, including purchasing, storage, packaging and signage. It is proposed that the 20% administrative cost could be waived for staff coordinated control programs in times of natural disasters or localised targeted control campaigns. The increase in cost still represents good value and is not a full cost recovery. The Manager Business and Governance explained the pricing had been determined through consultation with other landscape board Business Managers.</p> <p><i>The board:</i></p> <p>2.3.1 approved the Hills and Fleurieu Landscape Board bait pricing schedule; Moved: C Schofield; Seconded: J Klein</p> <p>2.3.2 approved the Manager, Landscape Operations to reduce scheduled bait prices in response to defined programs such as natural disasters; and Moved: A Williams; Seconded: C West</p> <p>2.3.3 approved the bait pricing methodology applying to new bait products as they are utilised in the region. Moved: J Klein; Seconded: A Lowe</p> <p style="text-align: right;">CARRIED</p>
2.4	<p>Firearm Policy</p>

	<p>Firearms are critical for delivering components of the Regional Grazing Pressure Management Project. The Manager Landscape Operations discussed the requirement to have clear up-to-date policies and procedures for safe and responsible use of firearms. The included policies and procedures are used by DEW and are to be adopted initially for use by the board. In future, they will be reviewed and amended to be made more specific for Hills & Fleurieu Landscape Board purposes.</p> <p>The firearms were purchased by the former AMLR NRM Board, and need to be transferred to Hills and Fleurieu. These firearms are used, in limited cases, state-wide, but only by the board’s licenced staff. The General Manager offered to provide a Ground Shooting Operations Plan, for information only, to illustrate they are comprehensive and show due diligence.</p> <p><i>The board:</i></p> <p>2.4.1 endorsed the interim adoption of the DEW policies and procedures relating to the operational use of firearms by board staff until 30 June 2021 or earlier if a set of board policies is developed; and Moved: C West; Seconded: A Lowe</p> <p>2.4.2 endorsed in-principle, the transfer of firearms purchased by the Regional Grazing Pressure Management Project with levy funds, from DEW to the board as part of the MoG transfer of assets (subject to SAPOL processes), noting the Manager Landscapes Operations will be the custodian. Moved: J Klein; Seconded: C West</p> <p style="text-align: right;">CARRIED</p>
2.5	<p>Regional Land Partnership (RLP) Program</p> <p>The Manager Planning, Engagement and Partnerships explained that the RLP Program is in year 3 of 5 of the agreement and is delivered across the footprint of the former AMLR region. Hills and Fleurieu staff continue to collaborate with Green Adelaide, Murraylands and Riverland, and Northern and Yorke Landscape Boards to deliver its biodiversity, sustainable agriculture and core services outcomes. The General Manager informed the board of the large staff effort to secure RLP funding and the complex MERI involved. The Landscape Plan needs to appeal to all funders, including the Australian Government.</p> <p>The board requested that board paper include both scientific and common names for species to assist their understanding.</p> <p><i>The board:</i></p> <p>2.5.1 noted that it is the Service Provider for the Adelaide and Mount Lofty Ranges Management Unit for delivery of projects and services for the Australian Government’s Regional Land Partnerships Program; and</p> <p>2.5.2 noted the summary of achievements for 2019-20, the governance arrangements, and risks associated with delivery of the services.</p> <p style="text-align: right;">CARRIED</p>
2.7	<p>First Nations Partnering and Engagement</p> <p>The Manager Planning, Engagement and Partnerships summarised the paper and the strength that the board has in having an Aboriginal Partnerships Officer who is part funded by RLP.</p> <p>This role will assist the board to build connections with Nations. It is proposed that the first opportunity for this will be through a smoking ceremony to acknowledge country, lunch and a ‘meet and greet’ after the October board meeting with Kurna, Peramangk and Ngarrindjeri representatives and the board. The board were supportive of this idea and discussed its importance as an opportunity to ask how these nations want to be involved with the board.</p> <p>The First Nations governing bodies were discussed, including that Kurna would like the General Manager to be part of Warpuli Kumangka and that staff are invited to be part of the Ngarrindjeri Working Group. The General Manager explained that once nations have Native Title status, they become a Body Corporate, therefore engagement needs to reflect that status.</p>

	<p>It was noted that most landscape boards do not have First Nations representation, including Hills and Fleurieu. The board expressed how important it is that First Nations voices are part of the landscape boards, and the Chair will be discussing this on a state-wide level at the September Chairs Forum.</p> <p>The board requested the Aboriginal Partnerships Officer attend future board meetings to support the board to find ways to involve First Nations in its business and decision-making.</p> <p>The board requested a map to facilitate an initial understanding of the First Nations boundaries (although not static) within the Hills and Fleurieu region.</p> <p><i>The board:</i> 2.7.1 endorsed the proposed involvement and engagement of First Nations in the board's projects in 2020-21, as a starting point. Moved: A Lowe; Seconded: J Klein</p> <p style="text-align: right;">CARRIED</p>
	<p><i>P Kruse left the Public Gallery at approx. 12.45pm</i></p>
2.8	<p>Landscape Plan Engagement Plan</p> <p>The Manager Planning, Engagement and Partnerships introduced the paper and noted the limited time to undertake the landscape planning process, the board's request that planning build on previous community conversations, and the Minister's commitment for a simple process.</p> <p>The board considered the format and purpose of the three targeted stakeholder forums to be held in November / early December. It discussed the importance of who to invite, managing conversations, getting the message right to project the vision, mechanisms to enlist support, listening and engaging. A board workshop is scheduled for 14 October to brief the board on resource condition, environmental and community values. Importantly, this workshop will build the draft priorities and focus areas for confirming with stakeholders at the forums.</p> <p>C West and J Klein offered out of session assistance to design the stakeholder forums and workshops with the Planning, Engagement and Partnerships team.</p> <p>The board agreed that equity in the geographic distribution of workshops and activities is important, and suggested scattered locations. The General Manager noted that locations need to be readily accessible and suitable.</p> <p>The General Manager identified that constraints need to be considered such as time, funding and staff resourcing. It was agreed online surveys were another way to facilitate community engagement and are simple and efficient, requiring minimal resources.</p> <p><i>The board:</i> 2.8.1 endorsed the intent of the draft Engagement Plan, acknowledging there may be operational changes. Moved: C Schofield; Seconded: J Klein</p> <p style="text-align: right;">CARRIED</p>
3.1	<p>Finance Overview</p> <p>The Manager Business and Governance explained that there is still outstanding reconciliation of financial information required between DEW and Department of Treasury and Finance. There have been issues with the full implementation of DEW financial systems and they are not yet in place post-1 July separation from DEW. This has affected reporting accuracy. It is planned that 1st quarter project status reports will be brought to the next board meeting.</p> <p>Through the DEW Corporate Services Review, the board will need to decide what services they purchase from DEW, what they consider sharing with other boards, or where they will acquire services from a third</p>

	<p>party. Chairs have been provided with a catalogue of corporate services, but costings have not been signed off. The Chair added that this is still 2 - 3 weeks away. The General Manager explained this is a significant financial decision that may need to be brought to the board out-of-session and the Chair invited the board to contact him if they wish to discuss further.</p> <p><i>The board:</i> 3.1.1 accepted the financial reports and statistics for the period ending 31 August 2020. Moved: C West; Seconded: A Williams</p> <p style="text-align: right;">CARRIED</p>
3.2	<p>General Manager’s report</p> <p>J Klein and C West reported on their Grassroots Grants Assessment Panel contribution. They were humbled at the level of community interest to invest in the environment, and that it was a successful process of assessment, maintaining due diligence with a good breadth of exposure. They agreed there is an opportunity to mentor applicants for better outcomes in future grant application rounds; this will be facilitated by staff. They noted that although the grants were oversubscribed by five times, one third of applicants are likely to be successful in receiving grants, even if not for the full amount. They, along with the Chair thanked J Woodley and staff for their sound advice, assistance and contribution in driving the successful grant program.</p> <p>The board requested a summary of the program, which is being undertaken by the Partnerships and Engagements Team Leader and will also be fed back into the development of the landscape plan.</p> <p><i>The board:</i> 3.2.1 noted the General Manager’s report. Moved: C Schofield; Seconded: J Klein</p> <p style="text-align: right;">CARRIED</p>
3.3	<p>Chair’s Meeting Register</p> <p>The Chair acknowledged the Biosecurity Forum was a stand-out event attended, and invited the board to contact him if they required further information about other events attended.</p> <p><i>The board:</i> 3.3.1 noted notes the register of meetings and events attended by the Chair in their capacity as Presiding Member of the Hills and Fleurieu Landscape Board.</p> <p style="text-align: right;">CARRIED</p>
3.4	<p>Register of Interests</p> <p><i>The board:</i> 3.4.1 noted the information paper.</p> <p style="text-align: right;">CARRIED</p>
3.5	<p>Correspondence</p> <p>The board was provided with the following correspondence via its Microsoft Teams portal:</p> <p>3.5.1 21 August 2020: Email to Deborah Kelly (Animal Welfare Unit) with Letter and Consultation Paper - Review of Animal Welfare Regulations;</p> <p>3.5.2 27 August 2020: Email from the Department of the Premier and Cabinet - Advisory, Reimbursement of Legal Fees;</p> <p>3.5.3 4 September 2020: Email from Regional Development Australia - Invitation to Wastewater and Treated Strategy Workshop;</p> <p>3.5.4 11 September 2020: Email from Adelaide Hills Council with Letter - South Para Biodiversity Project Introduction; and</p> <p>3.5.5 15 September 2020: Email with Letter to Minister Speirs - Gazettal of Water Affecting Activity Control Policies for Hills and Fleurieu and Murraylands and Riverland.</p>

	<i>The board noted the correspondence 3.5.1 through to 3.5.5 provided via its Microsoft Teams portal.</i>	CARRIED
4.0	Other Business The Chair thanked and acknowledged the General Manager for all of her hard work, enthusiasm and support to the board and staff since July 2019. The General Manager acknowledged the board and expressed how privileged she has been to work with an incredible group of board members and staff, especially the empowered and collaborative leadership team. All in the room thanked the General Manager.	
6	Meeting Closure	
6.1	Next meeting details: Wednesday 28 October at Lobethal - Bushland Park (opposite to corner of Kenton Valley Road and Brettig Road)	
6.2	Meeting closed 1:31pm	

<p>ENDORSED</p> 	<p>DAVID GREENHOUGH</p> <p>PRESIDING MEMBER HILLS AND FLEURIEU LANDSCAPE BOARD</p> <p>Date: 28 October 2020</p>
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