Eyre Peninsula Natural Resources Management Board

CONFIRMED MINUTES OF BOARD MEETING No.77
Held Tuesday 28 April 2015 at 11.00am
Natural Resource Centre, 86 Tasman Tce, Port Lincoln

IN ATTENDANCE:

EPNRM Board: Diana Laube (Presiding Member), Helen Lamont, ((11.20 – 1.12) – (1.20 -3.50pm)) Mark Whitfield, Simon Clark and Bill Nosworthy

Agency Representatives: Nil

DEWNR Staff: John Schutz, Group Executive Director, Partnerships and Stewardship, (11.20am – 1.00pm) Jonathan Clark, Regional Manager, Jackie Green, Executive Assistant, Susan Stovell, Manager Strategy and Knowledge, Pam Gloyn, Manager Business Support, Diana Mislov, Senior Finance and Administration Officer (12.10 – 12.20), Neil Ackland, Project Officer, Farming Systems and Landcare (1.00pm - 1.05pm) and Mary Crawford, Project Officer, Sustainable Farming (1.00pm - 1.05pm)

Presenters: Nil

Gallery: Noel Linsell (11.20am – 2.00pm) and Gaile Bobrige (11.20am – 2.00pm)

1. OPENING

1.1 Welcome
Diana Laube opened the meeting and welcomed those in attendance. Diana made special mention of DEWNR Group Executive Director of Partnership and Stewardships, John Schutz. Diana also welcomed Bill Nosworthy who was attending his inaugural meeting.

1.2 Apologies
Jodie Reseigh, EP NRM Board Member, Ben Bruce, DEWNR representative Rob Donaldson, EPLGA representative and Tim Deer, PIRSA representative.

1.3 Declaration of Interest Arising from Agenda Items
Helen Lamont declared a conflict of interest in relation to agenda item 4.4 NRM Grant program and applications and advised that she would exclude herself from the meeting during agenda item 4.4.
The meeting also noted a declaration of interest from Simon Clark, Diana Laube and Bill Nosworthy regarding agenda item 4.4
1. OPENING (cont)

1.4 Comments from the Gallery

1.4.1 Noel Linsell

Noel thanked the Eyre Peninsula NRM Board for hosting the recent stakeholder meetings and open house forums as part of the statutory consultation of the draft Water Allocation Plan (WAP). Noel reported that the draft WAP consultation has been very informative and he is very satisfied with the progress to date. The meeting noted Noel’s acknowledgement of the contribution from the SA Water representative to the draft WAP consultation process and ongoing discussions regarding the Polda Basin. Noel further reported that the community is concerned about the lack of water in in Lincoln A, B and C lenses and requested that the lack of recharge in these lenses be addressed.

1.4.2 Gaile Bobrige

Gaile reported that she also has an interest in the draft Water Allocation Plan and will be attending the next stakeholder meeting.

1.5 Questions on Notice

Nil

1.6 Additional Agenda Items

Strategic work scope for the Eyre Peninsula NRM Board

2. DEPUTATIONS

2.1 Premiers Priorities

John Schutz congratulated Diana Laube on her recent appointment as the Presiding Member of the Eyre Peninsula NRM Board and acknowledged the invaluable contribution Heather Baldock made to the region as the most recent Presiding Member of the Eyre Peninsula NRM Board. John also informed the meeting of the appointment of Jonathan Clark to the position of Regional Manager of Natural Resources Eyre Peninsula and acknowledged the support provided to Jonathan by the Regional Management Team over the last 5 months. John reported to the following points of interest regarding Government and the impacts on DEWNR and NRM business; the recent appointment of Sandy Pitcher as the Chief Executive Officer of DEWNR and the defining of a range of priorities by Minister Hunter regarding community engagement, National Parks and the role of NRM Boards.

John further reported to the Premiers Priorities and highlighted the Premier’s vision for securing the financial prosperity of South Australia and the Premier’s 10 Economic priorities.

3. REGIONAL INTELLIGENCE

3.1 Susan Stovell

Susan reported that consultation is about to commence on 11 draft pest management plans which have been prepared with staff input.

3.2 Bill Nosworthy

Bill reported to the following points of interest; the environmental classification of the Uley South Basin; his links with the Livestock SA Board; he questioned the association between the Eyre Peninsula NRM Board and the dog fence, unallocated crown lands and pastoral lands; the effect of increasing water prices on rural industries. Bill further reported that he will see guidance from the Regional Manager regarding the water allocation that was borrowed by SA Water in 2002.
3. **REGIONAL INTELLIGENCE (cont.)**

3.3 **Helen Lamont**

Helen reported that she attended the recent climate change forum; the Iron Road Project Consultative committee have presented the outcomes they want for the community to Iron Road should the mine proceed and provided positive feedback to the recently released water harvesting videos by Natural Resources Eyre Peninsula.

3.4 **Simon Clark**

Simon provided a brief summary of the international workshop on integrated ocean management that he attended.

4. **MATTERS FOR DISCUSSION/ENDORSEMENT**

4.1 **2014/15 Budget review**

A briefing paper requesting that the Board endorse the Risk and Audit Committee recommendation that the Board approve budget adjustment requests which have been identified subsequent to the Mid-Year Business Review was provided. The Senior Finance and Administration Officer provided the meeting with a presentation and highlighted the following points of interest:

- Budget summary 2014/2015
- Income – Core funding
- Income – External funding
- Strategies to reduce core funding budget deficit
- Summary of budget adjustments approved
- Summary of budget adjustments requested
- Mid-Year Business review – other observations
- Mid-Year business review summary

Discussion transpired in relation to the information provided and the following points were raised; retained earnings, carry over funds, identified savings and the management of essential expenditure.

**Recommendation 77:4.1**

**Motion:** That the Eyre Peninsula Natural Resources Management Board approve of the attached summary of budget adjustments.

**Moved:** Mark Whitfield  
**Seconded:** Simon Clark  
**Outcome:** Carried

*The meeting broke for lunch as 12.30pm and reconvened at 1.00pm*

Upon reconvening, the meeting welcomed Neil Ackland and Mary Crawford. The Regional Manager on behalf of the Board farewelled Neil Ackland and thanked Neil for his service to the Eyre Peninsula NRM Board and DEWNR and welcomed Mary Crawford to the sustainable agriculture program. The Chair acknowledged the importance of Neil’s contribution to the sustainable agriculture program and wished him every success in the future and welcomed Mary to the role of Project Officer, Sustainable Farming. Helen Lamont thanked Neil for his time as a bushfire facilitator and acknowledged his skill in developing the relationship between the agriculture sector and the NRM Board.
4. MATTERS FOR DISCUSSION/ENDORSEMENT (cont.)

4.2 Eyre Peninsula NRMB Business Plan
A briefing paper to provide a progress update on the finalisation of the regions Business Plan for 2015-18 was provided. The following points were provided to the board; the final draft of the Business Plan, along with the Consultation Report was sent through to the Minister for consideration on 6 March 2015 and his subsequent approval; the Eyre Peninsula NRM Board has since received an invitation from the Natural Resources Committee of Parliament for the Presiding Member and Regional Manager, to appear to discuss the proposed levies for 2015-2016 and the past achievements of Natural Resources Eyre Peninsula. This presentation will take place on 8 May 2015; and to ensure effective consultation, personalised letters were also sent to the organisations and individuals that provided comments through the consultation process, to update them on the amendments that resulted from their feedback.

The Chair acknowledged Susan Stovell’s leadership in the development of the Business Plan.

Recommendation 77:4.2
Motion: That the Eyre Peninsula Natural Resources Management Board;
1. Note progress to date on the development of the Business Plan 2015-18, and
2. Formally approve the Presiding Member, Regional Manager, and Manager Strategy and Knowledge to attend the Natural Resources Committee of Parliament.

Moved: Helen Lamont
Seconded: Mark Whitfield
Outcome: Carried

4.3 Eyre Peninsula NRMB Regional Plan Update
A briefing paper to update the Board of progress for revising the regional NRM plan; and to outline the agenda for the Board’s April workshop is provided. The meeting agreed that this matter would be addressed in the workshop on 29.4.15

4.4 Adapt NRM Grant program and applications
A briefing paper to provide an update on the call for application to the Adapt NRM Grant Program, which is presented for endorsement by the Eyre Peninsula Natural Resources Management Board was provided. Helen Lamont excused herself from the meeting for this agenda item and left the room from 1.12pm to 1.20pm.

It was reported that the Eyre Peninsula NRM Board received 10 applications for funding and following a rigorous assessment process 7 applications were identified as being successful. It was further reported that one application subsequently withdrew their application.

Recommendation 77:4.4
Motion: That the Eyre Peninsula Natural Resources Management Board approve the issuing of grants for the following successful projects;

1. Coastal, marine and land biodiversity adaptation to unlock economic development - University of Adelaide
2. Can we help threatened malleefowl survive under changing climate? - Middleback Alliance
4. **MATTERS FOR DISCUSSION/ENDORSEMENT (cont.)**

3. Improved access to soil moisture building agriculture resilience to climate change - LEADA
5. Mortlock Oval Reclaimed Water Irrigation - District Council of Tumby Bay
6. Environmental monitoring to improve understanding of oyster performance - SAORC

*Moved: Mark Whitfield  
*Seconded: Simon Clark  
*Outcome: Carried*

4.5 **EP NRMB Draft Water Allocation Plan (WAP)**

A briefing paper to update the Board on the progress of the draft Water Allocation Plan for the Southern Basins and Musgrave Prescribed Wells Area was provided. The Regional Manager reported to the history of the development of the draft WAP and to the following points of interest; the outcomes of the successful stakeholder meetings and open house forums; the proposed feedback sessions for stakeholders once consultation has closed to inform the community of the issues raised, what is planned to be amended as a result, what is not and why; and the further progress of the WAP at the conclusion of the consultation process.

There was significant discussion regarding the proposal to extend the consultation period for an additional 3 weeks. The Chair acknowledged that the community is putting a significant amount of time into their submissions to the draft WAP and further reported to the productive stakeholder meetings and open house forums.

**Recommendation 77:4.5**

**Motion:** That the Eyre Peninsula Natural Resources Management Board

1. note the progress on the consultation of the draft plan; and
2. Endorse an extension of the consultation period of 3 weeks to conclude on 12 June 2015.

*Moved: Bill Nosworthy  
*Seconded: Simon Clark  
*Outcome: Carried*

4.6 **Communications Policy and Plan**

A briefing paper inviting the Eyre Peninsula NRM Board to review and endorse the Board’s Community Engagement Policy was provided. The Manager Strategy and Knowledge provided the meeting with an overview and highlighted the three tiered approach to strategic community engagement planning. The following points of interest; the first tier is the Board’s Policy and Strategic Planning which sets out a high level strategic framework and the Board’s Plan which outlines the principles, goals, objectives and strategies that underpin effective engagement; the second tier are the Operational Strategies that staff can use to enable them to effectively engage with their stakeholders, set priorities for each focus area and link to existing strategies and regional plans; the third tier are the Engagement Tools which will be developed to ensure standardized and consistent processes to support NREP staff to effectively and efficiently manage engagement.

In conclusion the three tiered approach will overcome many of the short falls of the previous strategy and will be more user friendly. Also the Community Engagement Plan is currently under preparation and it is anticipated that this document will be submitted to the Board at a later date for consideration.
4. MATTERS FOR DISCUSSION/ENDORSEMENT (cont.)

The meeting discussed the structure of the Community Engagement Policy and Strategic Plan.

Recommendation 77:4.6
Motion: That the Eyre Peninsula Natural Resources Management Board
1. Endorse the Community Engagement Policy with suggested amendments; and
2. Note the development of the three tiered approach to community engagement planning.

Moved: Simon Clark
Seconded: Helen Lamont
Outcome: Carried

5. PROCEDURAL MATTERS FOR DISCUSSION/ENDORSEMENT

5.1 Confirmation of Previous Meetings
5.1.1 Minutes of Meeting No. 76
The draft minutes of EP NRM Board Meeting No7, held on 28 February 2015 are provided for formal endorsement.

Recommendation 77:5.1.1
The Eyre Peninsula Natural Resources Management Board resolve to accept the minutes of meeting No.76 held 28 February 2015 as a true and accurate record of the business conducted at that meeting.

Resolved

5.2 Review of Action List
The list of action items arising from the previous Board Meetings is provided for information.

Recommendation 77:5.2
That the Eyre Peninsula Natural Resources Management Board resolve to note the status of Board action items.

Resolved

5.3 Finance Reports
A copy of the Financial Performance, Operating Statement, Project Summary report and Statement of financial position for the financial period ending March 2015 were provided for information.
The Manager of Business Support provided an overview of the financial reports as tabled

Recommendation 75:5.3
Motion: The Eyre Peninsula Natural Resources Management Board resolves to receive the financial reports as presented.

Moved: Mark Whitfield
Seconded: Helen Lamont
Outcome: Carried
5. PROCEDURAL MATTERS FOR DISCUSSION/ENDORSEMENT (CONT)

5.4 Authorised officer
A briefing paper requesting that the Eyre Peninsula Natural Resources Management Board endorse the Instrument of Revocation for Gemma Lindschau and endorse the Instrument of Appointment of Gemma Marshall as a Natural Resources Management Officer was provided.

Recommendation 75:5.4
Motion: The Eyre Peninsula Natural Resources Management Board
1. endorse the Presiding Member to sign the Instrument of Revocation for Gemma Lindschau;
2. endorse the appointment of Gemma Marshall, Natural Resources Management Officer, under the Natural Resources Management Act 2004 and endorse the Presiding Member to sign the Instrument of Appointment form for Gemma Marshall; and
3. endorse the use of the common seal on the Instrument of Revocation and Instrument of Appointment.

Moved: Simon Clark
Seconded: Mark Whitfield
Outcome: Carried

5.5 Review of financial delegations
A briefing regarding the Boards power to delegate derived from the Natural Resources Management Act 2004 and the proposal that the Risk and Audit Committee review all delegations and consider whether there is a need to formally recommend the separation of the Contract pre-approval authorisation and execution delegations was provided.

The Manager of Business Support reported that the Eyre Peninsula NRM Board reviews the delegations annually. It was further reported to the development of financial policy and procedure No 34 - Separation of contract pre-approval authorisation and contract execution delegation.

Recommendation 75:5.5
Motion: The Eyre Peninsula Natural Resources Management Board

1. That the Board, pursuant to section 36 of the Natural Resources Management Act 2004, delegates the functions and powers listed in the Schedule to the attached Instruments of Delegation to the positions detailed in the Schedule of the same Instruments;
2. That the Board authorise the functions and powers listed in the Schedule to the attached Instruments of Authorisation to the positions detailed in the Schedule of the same Instruments;
3. Authorises the Presiding Member and a Board member nominated by the meeting to sign the Instruments of Delegation and the Instruments of Authorisation;
4. Authorise the affixing of the common seal to the Instruments of Delegation and the Instruments of Authorisation; and
5. Approve Financial Policy No 34: Separation of contract pre-approval authorisation and contract execution delegation.

Moved: Helen Lamont
Seconded: Mark Whitfield
Outcome: Carried
5. PROCEDURAL MATTERS FOR DISCUSSION/ENDORSEMENT (CONT)

5.6 Risk Assessment Update
A briefing paper inviting the Eyre Peninsula NRM Board to review the major risks to the Board achieving its objectives on 2014/15 and assess the effectiveness the proposed risk management actions was provided. The Chair reported that the Risk and Audit Committee reviewed the risk assessment at their most recent meeting and were satisfied with the risk ratings. The Board members discussed the risk associated with a reduction in funding and agreed to endorse the recommendations of the Risk and Audit Committee.

Action – Regional Manager to prepare a briefing regarding future funding risks.

Recommendation 75:5.6
Motion: The Eyre Peninsula Natural Resources Management Board endorse the Risk and Audit Committee recommendations that;
1. The five top risks for the Board in 2014/15 and their assigned risk ratings remain unchanged; and
2. the management strategies to minimise risk.

Moved: Helen Lamont
Seconded: Mark Whitfield
Outcome: Carried

5.7 DEWNR SLA Report
A briefing paper inviting the Eyre Peninsula NRM Board to discuss and note the 3rd Quarter Progress Report on implementation of services as indicated in Service Schedule 3 of the Service Level Agreement (SLA) for 2014/15 was provided. The Manager Strategy and Knowledge provided the meeting with an overview of the report and previous reporting requirements. The meeting agreed that the report was very succinct and provided a comprehensive overview of each project and noted the effort of staff in the preparation of this report.

Action: The Manager Strategy and Knowledge to distribute this report to the 11 Councils on Eyre Peninsula, the Eyre Peninsula Local Government Association (EPLGA) and Regional Development Australia, Whyalla and Eyre Peninsula (RDAWEP).

Recommendation 75:5.7
Motion: The Eyre Peninsula Natural Resources Management Board resolve to note the achievements in delivery of activities as outlined in Service Schedule 3 for 2014/15

Resolved

The meeting broke for afternoon tea at 2.40pm and reconvened at 2.50pm

5.8 2014 – 15 Service Level Agreement
A briefing paper to seek the endorsement of the Eyre Peninsula NRM Board to sign the 2014-15 Service Level Agreement with DEWNR without exceptions was provided. Pam Gloyn reported that at the meeting No 75 in December 2014 the Board endorsed the following recommendation:

That the Board endorse and sign the 2014/15 Service Level Agreement between the Department for Environment Water & Natural Resources subject to following amendments to the Corporate Support services contained in Attachment 1(c) of the Service Level Agreement –
5. PROCEDURAL MATTERS FOR DISCUSSION/ENDORSEMENT (cont.)

1. Deleting Shared Services SA Accounting Services for $53,302;
2. Deleting Management and Corporate Accounting for $13,101 and
3. Deleting HR Recruitment Services for $1,732

The Manager of Business Support further reported that Shared Services SA since provided an explanation of the Shared Services SA Accounting Services cost to the Presiding Members forum which has satisfied that group that this is a justified cost to the Boards. DEWNR Corporate Services continue to maintain that the Management and Corporate Accounting and HR Recruitment Costs are justified and it could be argued that these services are available to the Board if required. The Manager of Business Support advised the meeting that this matter has also been addressed by the Board’s Risk and Audit Committee.

Action: Regional Manager will seek a justifiable explanation of the additional costs associated with Management and Corporate Accounting and HR Recruitment Services

Recommendation 75:5.8
Motion: The Eyre Peninsula Natural Resources Management Board endorse and sign the 2014/15 Service Level Agreement between the Department for Environment Water & Natural Resources unconditionally.

Moved: Mark Whitfield
Seconded: Helen Lamont
Outcome: Carried

5.9 Governance Policy No.4 Board meeting Agendas and Minutes
A draft copy of Governance Policy No.4 Board meeting Agendas and Minutes was provided for formal endorsement.
There was discussion around the distribution of the agenda packages and draft minutes. The meeting agreed that the agenda will be made available to the public on the Friday prior to the Board meeting and the draft minutes will no longer be available or distributed prior to endorsement. The meeting further agreed to remove agenda item 1.6 Additional agenda items from future agendas.

Recommendation 75:5.9
Motion: The Eyre Peninsula Natural Resources Management Board endorse Governance Policy No.4 Board meeting Agendas and Minutes
Moved: Simon Clark
Seconded: Mark Whitfield
Outcome: Carried

5.10 Financial Policy and Procedure No.34 delegations
A draft copy of Financial Policy and Procedure No.34 Delegations was provided for formal endorsement.
The Manager of Business Support reported that she sought guidance from DEWNR regarding the instruction that the common seal was to be affixed to every contract and has received advice that the instruction will be reviewed as this was not the intention of the instruction.

Action: The Manager of Business Support to review the Common Seal Policy and Procedure
5. PROCEDURAL MATTERS FOR DISCUSSION/ENDORSEMENT (cont.)

Recommendation 75:5.10
Motion: The Eyre Peninsula Natural Resources Management Board endorse Financial Policy and Procedure No.34 delegations

See recommendation 5 at agenda item 5.5

5.11 2013 – 14 Audit letter
A copy correspondence from Simon O’Neill, Auditor General, Auditor Generals Department regarding the 2013/14 audit was provided.
It was reported that the Auditor General’s office have advised that the letters of assurance the Board received from the Department of Environment, Water and Natural Resources (DEWNR) and Shared Services South Australia (SSSA) are not sufficient for the Board to be satisfied that the work done on behalf of the Board is adequate. It was recommended for the Board to satisfy itself that the work that is carried out on behalf of the Board is satisfactory, as the Board has no direct control over the work being addressed on behalf of the Board by 3rd parties such as DEWNR and SSSA.

Action: 1. The Manager of Business Support to seek advice from other regions around their experiences relating to the letters of assurance.
2. Refer this matter back to Risk and Audit committee to undertake an investigation.

6. OTHER BUSINESS

6.1 Strategic work scope for the Eyre Peninsula NRM Board
The Chair invited members to consider where the Board see its role with the strategic partners and how the Board might strengthen our role and seek greater cooperation and partnership with the Eyre Peninsula Local Government Association (EPLGA) and Regional Development Australia, Whyalla and Eyre Peninsula (RDAWEP).
Discussion transpired in relation to this item and some of the points raised at the meeting included; the state expert panel; the local government expert panel; opportunities for greater leverage for funding; access to state and federal ministers; community engagement and public perception; and the ability to respond to adverse events in the region. In conclusion the meeting agreed that this matter will be part of ongoing discussions.

7. PAPERS FOR NOTING
A briefing paper to provide a summary of the papers for noting at Eyre Peninsula NRM Board meeting No 77 was provided to members for information.

7.1 Presiding Member Report
As tabled

7.2 Regional Manager Report
As tabled

7.3 EP NRM Board Governance Schedule
As tabled

7.4 Confirmed minutes Risk & Audit meeting No 16
As tabled

7.5 Media Releases and Twitter Profile Overview
As tabled

7.6 Scott’s bay camping area
As tabled
7.7 Loan Equipment Review  
As tabled

Recommendation 77:7  
The Eyre Peninsula Natural Resources Management Board resolve to note the Papers for Noting as presented.  

Resolved

8. CORRESPONDENCE  
A briefing paper to provide a summary of the items of correspondence for noting at Eyre Peninsula NRM Board meeting No 77 was provided to members for information.

8.1 Feral Cat Management  
As tabled

8.2 Boards and Committees in South Australia  
As tabled

8.3 Eyre Peninsula NRM Board Regional Plan  
As tabled

Recommendation 77.8  
That the Eyre Peninsula Natural Resources Management Board note the correspondence as presented.  

Resolved

9. NEXT MEETING & ONGOING SCHEDULE  
9.1 Meeting Schedule 2014/15  
A schedule of upcoming Eyre Peninsula Natural Resources Management Board and Committee meetings for 2015 was provided for information.

The next Board meeting is scheduled for Tuesday 23 June 2015 in Ceduna

10. REVIEW OF MEETING  
Nil comment

11. CLOSE  
With there being no further business to discuss the Chair thanked everyone for their time and declared the meeting closed at 3.50pm