

**Limestone Coast Landscape Board  
Meeting no 12**

*We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon here today. We acknowledge the deep feelings of attachment and relationship of Aboriginal peoples to Country. We also pay respects to the cultural authority of Aboriginal peoples visiting/ attending from other areas of Australia*

**Confirmed Minutes of Meeting 12**

<b>Date:</b>	Thursday 19 August 2021		
<b>Start Time:</b>	12:05 pm	<b>Finish Time:</b>	5:46 pm
<b>Location:</b>	Millicent	<b>Room:</b>	Wattle Range Council Chambers
<b>Chair</b>	Penny Schulz		
<b>Attendees:</b>	<p><b>Board Members:</b> Bruce Wood, Fiona Rasheed, Mark Bachmann, Pete Bissell – all in person and Robbie Davis (on MS Teams).</p> <p><b>Staff:</b> Liz Perkins (Acting General Manager), Steve Bourne (General Manager (on MS Teams)), Le-Anne Thomson, Mike Stevens, Nat Misic, Alison Boomsma, Rachael Schroder, Sue Botting and Aidan Laslett.</p> <p><b>Executive Officer:</b> Anya Karsten.</p>		
<b>Apologies:</b>	Board member Ben Hood.		
<b>Item</b>	<b>1 Welcome &amp; Apologies</b>		
1.1	<p><b>Opening/ welcome &amp; apologies</b></p> <p>Apology from Ben Hood.</p> <p>The meeting noted that General Manager Steve Bourne is on extended sick leave. He participated in the meeting on MS Teams. Liz Perkins is Acting General Manager with full delegation .</p>		
1.2	<p><b>Acknowledgment of Country</b></p> <p>Read and noted.</p>		
1.3	<p><b>Declarations of interest</b></p> <p>Peter Bissell declared that he holds a water licence in the Hundred of Stewart and is a winegrape grower in Wrattenbully.</p> <p align="right">21.10.2021 <i>PB</i></p> <p><i>Fiona Rasheed declared she is a director of a company that holds</i></p> <p>Bruce Wood declared that, further to previous declarations, he holds a water licence in 5B.</p>		
1.4	<p><b>Agenda check</b></p>		

*a water licence in the hundred of Peacock and a water licence in the hundred of Minnecrow.*



Pursuant to section 23(5) of the <i>Landscape South Australia Act 2019</i> , it was resolved that the following items be determined by the LC Landscape Board in confidence, for the reasons prescribed as per section 7(3) of the <i>Landscape South Australia (General) Regulations 2020</i> :	
Item	Prescribed reason
6.1 LC Landscape Board – closed session draft minutes for endorsement (#11, 24 June 2021) and out of session (#11A, 14 July 2021 and #11B, 28 July 2021)	(g)
6.2 GFAC-closed session meeting (#7, 3 August 2021) and risk register	(g)
6.3 Carryover	(g)
6.4 Border Groundwaters Agreement	(g)
6.5 Deer Action Plan	(g)
6.6 Update on deer farm compliance	(g)
6.7 Business arising	(g)
6.8 Closed session Action List	(g)
6.9 Enforcement and Compliance Register	(e)(f)(g)
Item added under 6.7 Business arising– Tatiara Water Allocation Plan 2010 amendment. (Note, the item will be dealt with out of session).	(g)
<b>Item</b>	<b>2 Public gallery</b>
2.1	<b>Public gallery</b> Kathy Bell and Sinaway Georgiou – in attendance for item 3.1.
<b>Item</b>	<b>3 Meeting Items</b>
3.1	<b>Grassroots Grants</b>  <b>Presenters:</b> <ul style="list-style-type: none"> <li>• Kathy Bell, Millicent High School, <i>Caring for Country</i> project, with a focus to “bring Aboriginal and non-Aboriginal Youth out on Country to experience Cultural Connection while Caring for the Country”.</li> <li>• Sinaway Georgiou, City of Mount Gambier, <i>Crater Lakes Weed Control</i> project, with a focus to “recognise and protect all of the heritage values of the Crater Lakes area by identifying the local native species, the pest weeds and plants and heritage taxa? and implementing control actions”.</li> </ul> <b>Discussion:</b> <ul style="list-style-type: none"> <li>• The LC Landscape Board commended the connection between the LC Landscape Board staff and landholders during the implementation of the Grassroots Grants projects.</li> </ul>



	<ul style="list-style-type: none"> <li>• It was suggested that the Feral Deer Trap project could gain further insights from equivalent projects in the other regions. The LC Landscape Board encouraged shared knowledge through reporting mechanisms.</li> <li>• The LC Landscape Board noted successes achieved with Youth on Country which were made possible due to the Grassroots Grants funding.</li> </ul> <p><b>Resolution – LC Landscape Board:</b></p> <ol style="list-style-type: none"> <li>1. Noted the progress of the 2020/21 Limestone Coast Grassroots Grants Program.</li> </ol> <p><b>Noted.</b></p> <p><b>ACTION:</b></p> <ol style="list-style-type: none"> <li>1. Anya Karsten to email the video presentation from Kathy Bell to LC Landscape Board members.</li> <li>2. LC Landscape Board staff to investigate Internship opportunities that could be created for students who participate in Landscape Education programs or Grassroots Grants projects.</li> </ol>
	<p><b>Lunch 13:20 – 13:50</b></p>
<p>3.2</p>	<p><b>Water Allocation Plan consultation update</b></p> <p><b>Presenter: Sue Botting</b></p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• The LC Landscape Board noted the critical importance of transparency in working with community to build trust and sound working relationships.</li> </ul> <p><b>Resolution – LC Landscape Board:</b></p> <ol style="list-style-type: none"> <li>1. Noted the information concerning the informal community consultation on the key concepts of the draft Tatiara Water Allocation Plan and next steps in the drafting process.</li> </ol> <p><b>Carried.</b></p>
<p>3.4</p>	<p><b>Healthy Coorong Healthy Basin Lake Hawdon North feasibility investigations – community engagement update</b></p> <p><b>Presenter: Tania Rajic (MS Teams)</b></p> <p><b>Resolution – LC Landscape Board:</b></p> <ol style="list-style-type: none"> <li>1. Noted the status of Lake Hawdon North community engagement.</li> <li>2. Agreed to nominate a LC Landscape Board member to attend the Lake Hawdon North community workshops scheduled for September and October 2021.</li> </ol>

	<p><b>Carried.</b></p> <p><b>ACTIONS:</b></p> <ol style="list-style-type: none"> <li>1. Anya Karsten to email LC Landscape Board members the video link following Tania Rajic's presentation.</li> <li>2. Anya Karsten to email LC Landscape Board members the dates for the Lake Hawdon North community workshops scheduled for September and October 2021.</li> <li>3. LC Landscape Board members to nominate availability and interest to Anya Karsten.</li> </ol>
3.3	<p><b>LC Landscape Board committees review</b></p> <p><b>Presenter: Liz Perkins</b></p> <p><b>Resolution – LC Landscape Board:</b></p> <ol style="list-style-type: none"> <li>1. Appointed members to the following board committees - <ul style="list-style-type: none"> <li>o Governance, Finance and Audit Committee: Bruce Wood, Robbie Davis, Penny Schulz.</li> <li>o Landscape Plan Steering Committee: Ben Hood, Mark Bachmann, subject to Ben Hood willing to continue as a member of the committee. Noting the expression of interest from Robbie Davis.</li> <li>o Tatiara Water Allocation Plan Stakeholder Advisory Group: Fiona Rasheed, Robbie Davis (proxy).</li> <li>o Padthaway WAP Stakeholder Advisory Group: Penny Schulz, Bruce Wood (proxy).</li> <li>o Lower Limestone Coast WAP Stakeholder Advisory Group: Penny Schulz, Ben Hood. Noting the expressions of interest from Peter Bissell, Fiona Rasheed, Robbie Davis.</li> <li>o Limestone Coast Water Steering Committee: Penny Schulz. Noting the expressions of interest from all LC Landscape Board members to have a role in this committee.</li> <li>o Box Flat Wild Dog Control Coordinating Committee: Fiona Rasheed, Penny Schulz (proxy).</li> </ul> </li> <li>2. Appointed members to the following non-board committees: <ul style="list-style-type: none"> <li>o South East Aboriginal Focus Group: Mark Bachmann, Peter Bissell (proxy).</li> <li>o Chairs' Forum: Penny Schulz, Robbie Davis (proxy).</li> </ul> </li> </ol> <p><b>Carried.</b></p> <p><b>ACTIONS:</b></p>

	<ol style="list-style-type: none"> <li>1. Steve Bourne to confirm with Ben Hood his nomination to the Landscape Plan Steering Committee and the Lower Limestone Coast Water Allocation Plan Stakeholder Advisory Group.</li> <li>2. Liz Perkins to review the Limestone Coast Water Steering Committee Terms of Reference with consideration to whether the membership can be increased to allow broader participation by LC Landscape Board members.</li> </ol>
<b>Item</b>	<b>4 Consent Schedule</b>
4.1	<p><b>Consent schedule</b></p> <p><b>Current items:</b></p> <ul style="list-style-type: none"> <li>• 4.2 &amp; 4.3.</li> </ul>
4.2	<p><b>Media and communications statistics</b></p> <p>The LC Landscape Board thanked the team for presenting the media statistics report.</p> <p><b>Resolution – LC Landscape Board:</b></p> <ol style="list-style-type: none"> <li>1. Noted the Communications and Engagement statistics for June and July 2021.</li> </ol> <p><b>Noted via consent schedule.</b></p>
4.3	<p><b>Correspondence Register</b></p> <p><b>Resolution – LC Landscape Board:</b></p> <ol style="list-style-type: none"> <li>1. Accepted the correspondence for July - August 2021.</li> </ol> <p><b>Noted via consent schedule.</b></p>
<b>Item</b>	<b>5 Standing Items</b>
5.1	<p><b>LC Landscape Board – draft minutes (#11, 24 June 2021)</b></p> <p><b>Presenter: Penny Schulz</b></p> <p><b>Resolution – LC Landscape Board:</b></p> <ol style="list-style-type: none"> <li>1. Approved the minutes of the Limestone Coast Landscape Board meeting no 11, held on 24 June 2021.</li> </ol> <p><b>Carried.</b></p>
5.2	<p><b>Business Arising</b></p> <p>Nil.</p>
5.3	<p><b>Governance, Finance and Audit Committee (GFAC) – draft minutes (#7, 3 August 2021)</b></p> <p><b>Presenter: Bruce Wood (GFAC Chair)</b></p>



**Discussion:**

- Robbie Davis thanked Le-Anne Thomson for her work in preparation of the annual financial statements for submission to the Auditor General.
- The LC Landscape Board noted that GFAC will discuss the audited financial statements once they are received from the Auditor General, prior to inclusion in the Annual Report and submission to the Minister in November 2021.

**Resolution – LC Landscape Board:**

1. Noted the Governance, Finance and Audit Committee met on 3 August 2021.
2. Noted the financial reports for the period ended 31 May 2021.
3. Noted that the draft annual financial statements were circulated as soon as they become available and provided to the Auditor General on 11 August 2021.
4. Approved the transfer of the cash balance of \$73,687, being funds held for the Box Flat Wild Dog Coordinating Committee, from the LC Landscape Board to the MR Landscape Board.
5. Noted the 2020/21 financial management compliance program overview at attachment 5 to this paper.
6. Approved the manager financial management compliance self-assessment questionnaire for the financial year 2020/21.
7. Noted the proposed structure and name of the 'Limestone Coast Landscape Board Annual Community Report 2020/21'.
8. Noted the proposed format for reporting project progress and impact, in accordance with the evaluative framework in the 2021/22 Limestone Coast Landscape Board Business Plan.
9. Noted the Work Health and Safety Report for the financial year 2020/21.
10. Adopted the Policy Governance Framework.
11. Revoked the Procurement Policy DEWNR 06/2180 adopted on 15 June 2020.
12. Adopted the DEW Procurement Governance Policy (DEW-D0012684).
13. Adopted the Simple Procurement Procedure (DEW-D0012684).
14. Adopted the Standard Procurement Procedure (for procurements valued over \$55,000) (DEW-D0012684).
15. Adopted the Procurement Governance and Approvals Procedure (DEW-D0012684).
16. Adopted the DEW Supplier Complaints Management Procedure (DEW-D0012684).
17. Adopted the DEW Departures Guideline.
18. Adopted the DEW Industry Engagement Timeline.
19. Adopted the DEW Procurement Governance Policy.
20. Adopted the DEW Procurement Planning Policy.
21. Adopted the DEW Sourcing Policy.
22. Adopted the DEW Contract Management Policy.
23. Adopted the DEW State Contract Management Policy.
24. Approved the reviewed Governance, Finance and Audit Committee (GFAC) Charter.
25. Recommended implementation of style consistency across all Charters in the organisation.



	<p>26. Approved the reviewed Freedom of Information Statement to be published as a stand-alone document on the board's website (attachment 1 to GFAC paper).</p> <p>27. Noted letter from the Auditor General – Annual reporting for 2020-21.</p> <p>28. Noted the response to the interim audit of the LC Landscape Board.</p> <p>29. Noted that the Committee approved the draft Minutes of Governance, Finance and Audit Committee meeting No. 6, 1 June 2021.</p> <p>30. Adopted Items 11 - 23, noting if clarity is required with regard to the use of 'Chief Executive' it will be addressed by the Governance, Finance and Audit Committee.</p> <p><b>Carried.</b></p> <p><b>ACTION:</b></p> <p>1. Le-Anne Thomson to prepare a note with regard to the use of 'Chief Executive' in the Procurement Framework (items 12 – 23) and the meaning of this in the LC Landscape Board context.</p>
5.4	<p><b>Board contract report</b></p> <p>1. The LC Landscape Board noted the contract register entries 5-9 received.</p> <p><b>Noted.</b></p>
5.5	<p><b>Presiding Member's report</b></p> <p>1. The LC Landscape Board noted the Presiding Member's report.</p> <p><b>Noted.</b></p>
5.6	<p><b>LC Landscape Board members' reports</b></p> <p>Nil reports.</p>
5.7	<p><b>General Manager's report</b></p> <p>Nil report.</p>
5.8	<p><b>Actions List and Forward Plan</b></p> <p>Noted.</p>
5.9	<p><b>Other business</b></p> <p>Nil.</p>
<b>Item</b>	<b>6 Closed Session</b>
	<p><b>Closed session – Commencement</b></p> <p><b>Resolution – LC Landscape Board:</b></p>



	<p>1. Moved into the closed session of the meeting with staff members Liz Perkins, Le-Anne Thomson, Steve Bourne, Nat Mistic, Sue Botting, Aidan Laslett and Anya Karsten present in the meeting at 15:30.</p> <p><b>Carried.</b></p>
#6.1	<b>LC Landscape Board – Closed session draft minutes (#11, 24 June 2021) and out of session (#11A, 14 July 2021 and #11B, 28 July 2021)</b>
#6.2	<b>GFAC – Draft closed session minutes (#7, 3 August 2021) and risk register</b>
#6.3	<b>Carryover</b>
#6.4	<b>Border Groundwaters Agreement</b>
#6.5	<b>Deer Action Plan</b>
#6.6	<b>Update on Deer Farm Compliance</b>
#6.7	<b>Business Arising</b>
#6.8	<b>Closed Session Action Plan</b>
#6.9	<b>Enforcement and Compliance Register</b>
	<p><b>Closed session – cessation</b></p> <p><b>Resolution – LC Landscape Board:</b></p> <p>1. Moved out of the closed session of the meeting at 5:43 pm.</p> <p><b>Carried.</b></p>
<b>Item</b>	<b>7 Meeting Closing</b>
7.1	<p><b>Approval for the General Manager to action the decisions from the closed session of the meeting 12</b></p> <p><b>Resolution – LC Landscape Board:</b></p> <p>1. Delegated authority to the acting General Manager to communicate closed session items from meeting No. 12 and resolutions to the relevant staff as necessary and appropriate.</p> <p><b>Carried.</b></p>
7.2	<p><b>Meeting review and communication:</b></p> <ul style="list-style-type: none"> <li>• New LC Landscape Board members</li> <li>• Deer compliance progress report – deer action plan / work plan on deer control</li> </ul>





	<ul style="list-style-type: none"> <li>• Education program update</li> <li>• Grassroots Grants</li> </ul>
7.3	Meeting Closed at 5:46 pm
<b>Item</b>	<b>8 In-Camera Session</b>

Minutes of the Limestone Coast Landscape Board, meeting No. 12, 19 August 2021 – confirmed as a true and correct record:

**Confirmed:** \_\_\_\_\_ 

Penny Schulz, Presiding Member

**Date:** 21 October 2021