

## Tatiara Water Allocation Plan Stakeholder Advisory Group Charter

### 1 Background

The Tatiara Water Allocation Plan (WAP) was adopted by the Minister on 7 June 2010. As part of the South East Natural Resources Management Board (the Board) Regional Natural Resources Management Plan, WAPs must be reviewed at least once every 10 years (in this case by June 2020). Due to policy requirements, the review and amendment process has been planned to commence in early 2017 and to produce an amended plan by December 2018. The Stakeholder Advisory Group (group) will be appointed by the Board to assist in reviewing the Tatiara WAP.

### 2 Role of the Group

To provide to the Board for its consideration, recommendations for water allocation and water resource management in the Tatiara Prescribed Wells Area (PWA) to ensure a balance of economic, social and environmental benefits.

#### Terms of Reference:

- Act as a key reference contact for the Board on issues associated with water allocation planning and catchment and water management for the Tatiara PWA.
- Assist the Board to set directions for water allocation and management in the Tatiara PWA.
- Discuss and develop draft working papers on issues, options and methods of achieving sustainable groundwater use in the Tatiara PWA and on issues associated with water allocation and water management planning.
- Assist (draft and make recommendations to) the Board in the review and amendment of the WAP for the Tatiara PWA as required under Section 81 of the *Natural Resources Management Act 2004* through evaluating various options, providing comment and engaging the community in consultation.
- Using agreed information products, consult with the wider community to discuss the issues, options and methods of achieving sustainable groundwater use in the Tatiara PWA.
- To communicate the needs and views of the community to the Board, and Board views to the community.
- Assist the Board in promoting community awareness, education and involvement in water resources in the area and the catchment
- Liaise with other sub committees or groups of the Board in reviewing the WAP.

### 3 Operating Procedures

The Board shall provide the group with adequate information and resources including administrative support, to allow it to fulfill its responsibilities.

### 4 Membership

The group members will comprise of up to 13 individuals nominated by the following organisations:

- USE Irrigators Association
- Mundulla Vignerons Association
- Lucerne Australia
- Primary Producers SA
- Tatiara District Council
- MacKillop Farm Management Group
- SA Water
- Livestock SA

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- Conservation Council of SA
- SE Potato Growers
- Onions Australia
- Chair SE NRM Board representative
- One community representative appointed by the Board

The Board will call for two (2) nominations from each of the identified organisations (except for the community representative and SE NRM Board one nominee only). One nominee will be the organisations representative the other will be the organisations nominated observer.

The Board is seeking for nominations that will result in a balance between geographic representation, knowledge, skills and gender.

Knowledge and skills across the following areas is desirable:

### **Knowledge/ Experience**

- Different irrigation systems (flood, centre pivot)
- Irrigated crops and/or pasture
- Small seeds
- Conservation/environment
- Policy (water allocation & management)
- Local Government
- Grape industry/viticulture
- Horticulture
- Hydrogeology
- Water resources management
- Economic development
- Urban water
- Dryland farming – grazing/cropping
- Salinity

### **Skills**

- Good communication skills
- Ability to work constructively as a member of a team
- Strategic thinking
- Community and industry networks

One (1) group member and one (1) observer will be appointed from the nominees from each organisation listed (except for the community representative and SE NRM Board). Appointment of the nominee to the group shall be at the Board's discretion.

The Board's representative will be the Chairperson, the deputy chairperson will be appointed from the members of the group by nomination and a vote undertaken by the members. In the event the Board member cannot attend, a proxy for the Board shall attend.

The Stakeholder Advisory Group may seek advice from an observer during their meetings. The observers will keep informed of the issues that are raised at the meetings and the outcomes of the group's discussions. They will act as another conduit back to their organisation and the community on the group's progress.

In the event of a group member resigning their position, the Board may seek to replace them with the appointed observer or another nominee of the original nominating organisation.

Members must have an ability to work within the terms of reference and put their own personal agendas at a distance.

## **5 Terms of Membership**

All members of the group will be appointed for the duration of the WAP review and amendment with the term ending not later than 3 months after the date of Ministerial approval.

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The group will develop ground rules and will be expected to commit to and abide by these for the duration of the review.

As volunteers working on behalf of the Board, the group members shall be subject to the DEWNR volunteer policy and procedures.

### **7 Conflict of Interest**

An interest is defined as “an interest that a person has in a matter because of reasonable likelihood or expectation of appreciable financial or other gain or loss to the person, or another person of body with whom the person is associated”.

If a member of the group has an interest in a matter being considered or about to be considered at a meeting of the group, and the interest appears to raise a conflict with the proper performance of the member’s duties in relation to the consideration of the matter, then the member shall, as soon as possible after the relevant facts have come to the member’s knowledge, disclose the nature of the interest to the Chair at the meeting of the group.

Any such disclosure will be recorded in the minutes and, where a majority of the group considers it necessary, the disclosure will be reported to the Board together with any advice on the matter that it sees fit to provide.

### **8 Meetings**

The group will meet at least once every 3 months with additional meetings held as required to more quickly progress the review and development of the draft WAP.

The emphasis of the initial meeting will be to inform group members of their role and responsibilities and to set the internal ground rules for the group.

A quorum at meetings shall be half of the finalised membership or their proxy present, plus the Chairperson or their Board appointed proxy present. In the event that a member cannot attend a meeting the appointed observer representing the same organisation as the absent member shall act as their proxy for that meeting.

The executive officer or their nominated replacement must also be present.

Staff from DEWNR with relevant knowledge and skills will attend meetings as required to assist the group.

An agenda shall be prepared and distributed to the group members at least 3 working days prior to the meeting. Brief, but accurate minutes of meetings will be kept and provided to the group members as part of the agenda for the next scheduled meeting.

The group may invite other staff of NRSE and/or specialist advisors, to attend when appropriate however group meetings are not open to members of the public unless approved by the Board.

Any member who misses two consecutive meetings without an apology or other reasonable grounds may be replaced on recommendation of the group to the Board.

### **9 Media**

The group may develop media releases or place notices or advertisements subject to approval by the Regional Director NRSE on behalf of the Board. They must follow the NRSE media and communications approval process.

All direct media contact made to group members is to be referred to and addressed by the Regional Director NRSE and the Presiding Member of the Board.

### **10 Direction & Reporting**

The group may act autonomously within the terms of this charter but is subject to direction from the Board.

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The group will report to the Board on progress and all activities regularly via minutes of meetings, briefing notes and other means as required.

Any outward correspondence will be forwarded through NRSE on Board letterhead, following approval by the Regional Director, NRSE and the Presiding Member of the Board.

### **7. THE TIMETABLE**

The Tatiara Water Allocation Plan is planned to be adopted in time for implementation in the 2020/2021 irrigation year. The target date for adoption by the Minister will be March 2020. Statutory Consultation on the draft WAP is planned to commence in September 2019.