

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 Kurna, Peramangk and Ngarrindjeri Nations. We respect the Kurna, 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 #25		
Date:	Wednesday 26 October 2022		
Start Time:	9:30am	Finish Time:	12:30pm
Location:	Mount Barker Office (Cnr Mann and Walker St, Mount Barker SA 5251)	Room:	Conference room
Attendees:	<p><i>Board Members:</i> David Greenhough (Chair), Carol Schofield (via MS Teams), Chris West, Jock Harvey (via MS Teams), Amy Williams.</p> <p><i>Staff:</i> Michael Garrod (General Manager), Wendy Telfer (Manager, Planning, Engagement and Partnerships), Ben DellaTorre (Manager, Landscape Operations), Cathy Lewis (Manager, Business and Governance), Olivia Prohoroff (Executive Officer).</p> <p><i>For item 2.2:</i> Nicole Bennett</p> <p><i>For Item 2.3:</i> Nicole Bennett and Megan Harper</p> <p><i>Guests:</i> Merrindie Martin (DEW, Director, Heritage and Native Vegetation), De-Anne Smith (DEW, Principal Planning Officer).</p>		
Apologies:	Janet Klein, Andy Lowe		

Item	Meeting Items
1. Preliminary and Procedural Matters Item	
1.1	<p>Welcome and Apologies</p> <p>The Chair opened the meeting acknowledging it was being held on the traditional lands of the Peramangk Nation.</p>
1.2	<p>Conflict of Interest Disclosures</p> <p>There were no additional Conflict of Interest (COI) disclosures arising from the agenda declared at this meeting.</p> <p>A Williams noted that an updated COI and Lobbyist Declaration has been emailed to the Executive Officer (EO). The EO will ensure the declaration is signed out of session and have the Register of Interests updated to reflect possible amendments.</p>

1.3	<p>Consent Schedule</p> <p><i>The board approved and agreed that the 3 items on the Consent Schedule be adopted.</i></p> <p><i>Moved: C West; Seconded: A Williams</i></p> <p style="text-align: right;">CARRIED</p>
1.4	<p>Any Other Business:</p> <p>Nil.</p>
1.5	<p>Minutes from the previous meeting</p> <p>An alteration was requested within the first page of the board meeting minutes, Page 5. of the board papers referencing the correction of A William's COI Disclosures, "<i>The Fleurieu Dairy Farmers Co-operative</i>", and needs to be updated to "<i>The Fleurieu Dairy Farmers Collective Bargaining Group</i>". The minutes are to be updated by the EO before affixing the Chair's e-signature once confirmation is received.</p> <p>There is a reference against '<i>Other Business</i>' on Page 15. of the board papers outlining a previous agenda item – the Water Resources Steering Committee (WRSC) and the endorsement associated of the WRSC Chair and board member participant. There was a view that the process of board decision making around the nomination of the WRSC chair may not have been complete. The GM stated that the board meeting minutes will not be amended but rather examine the Policy and Procedure for Board Meetings and Governance and the WRSC Terms of Reference (TOR), then advise the board of the correct governance in capturing this change of membership.</p> <p><i>Action: The GM to investigate the Policy and Procedure for Board Meetings and Governance and WRSC TOR before advising the board of appropriate governance in expressing this change of membership.</i></p> <p><i>The board confirmed the minutes of meeting number 24 held on 31 August 2022, as a true and accurate record.</i></p> <p><i>Moved: A Williams; Seconded: C Schofield</i></p> <p style="text-align: right;">CARRIED</p>
1.6	<p>Actions arising from previous meetings</p> <p><i>The board noted the current status of the actions arising from the previous meetings.</i></p> <p><i>Moved: C Schofield; Seconded: A Williams</i></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>
2. Items	
2.1	<p>Presentation: Planning and Design Code and Regional Planning Processes – Considerations for Landscape Boards</p> <p>A presentation on the Land Use Planning System and Landscape Board interactions was provided by Merrindie Martin (DEW, Director, Heritage and Native Vegetation) and De-Anne Smith (DEW, Principal Planning Officer).</p> <p><u>New planning system – comparison of the old and new system</u></p> <p>The Development Act and Regulations have been replaced by <i>the Planning, Development and Infrastructure Act and Regulations (PDI Act)</i>. The new <i>PDI Act</i> provides the legislative framework for the new planning system.</p>

The old system had the Planning Strategy and Development Plans and in comparison, the new system consists of three key planning instruments and these are:

1. State Planning Policies: Sets out the overarching goals for the state and requirements for the planning system;
2. Regional Plans: Provide the long term vision for regions or areas about the integration of land use, transport, infrastructure and public realm;
3. Planning and Design Code: Sets out the policies, rules and classifications for the purpose of development assessment and related matters for the state.

State Planning Policies

The State Planning Policies are a newly developed instrument. State Planning Policies are intended to provide a vision for planning and design within SA, and represent matters that are of importance to the state, with a key role in guiding the development of Regional Plans. There are currently 22 State Planning Policies.

Planning and Design Code

The Planning and Design Code assists with implementing the State Planning Policies and Regional Plans. The code replaced 72 Development Plans outlining consistent rules across the state, including consolidating various zones down to a few and introducing overlays. Overlays often apply to matters of state interest which can be spatially represented and can cross zone and council boundaries. It was highlighted that the code has now become digital, including a spatial component to enable searching rules which apply to a particular parcel of land. The code is now operational across the state and has been for over 18 months.

Landscape Board Interactions – Referrals

Referrals were carried over from the old planning system, meaning the board should be continuously receiving referrals for new dams and commercial forestry development. A landscape board has certain powers, including directing refusal or directing that conditions be added to approvals. The code has clarified the purpose of referrals but for landscape boards, the role is to provide expert assessment and direction to the relevant authority on potential impacts from development on health, sustainability and/or natural flow paths of water resources in accordance with the provisions of the relevant water allocation plan (WAP) or regional landscape plan (or equivalent).

Code Amendments

The code amendments have replaced the old development plan amendments as the way to undertake a zoning change. The variation to allow other people to propose zoning changes has expanded as per below:

- Old System: Only the Minister or Council could propose a zoning change;
- New System: The Minister, the Commission, Chief Executive (CE), agencies, councils or anyone interested in the land can propose a zoning change.

Any rezoning proposals need to undergo a public consultation period. Landscape boards can be consulted directly during this time. The PlanSA portal has a list of code amendments and their status which can be valuable.

Regional Plans – opportunities for engagement (under the PDI Act)

A Regional Plan must be prepared for each planning region, the Greater Adelaide, Eyre and Western, Far North, Kangaroo Island, Limestone Coast, Murray Mallee, Yorke Peninsula and Mid North regions boundaries have been proclaimed under *the PDI Act* but it is important to note the boundaries do not necessarily align with landscape board regions.

Regional Plans – continued

While under the old system there were 8 Regional Plans, as an interim measure under the new system these plans have carried over to act as Regional Plans until they can be replaced, and the development of the new Regional Plans have commenced. Current Regional Plans are a combination of state and regional

priorities, whereas with the advent of State Planning Policies, new regional plans can be more regionally specific. Regional Plans interact with other instruments in the new system. They are spatial and policy implementation of the State Planning Policies at a regional level. The Regional Plans can recommend changes to the Planning and Design Code.

Governance

DEW has been working with landscape board staff to provide the Planning and Land Use Services (PLUS) with existing data feeding into the background work for the Regional Plans. The state planning commission has initiated 6 country plans and engagement workshops will commence shortly. The Greater Adelaide Plan will be initiated by the end of 2022 with engagement proposed from April 2023. DEW will continue to engage with landscape board staff to provide support and promote consistency in advice when appropriate.

Policy Opportunities

There is an opportunity to look at policy reform, some of which have already been highlighted during development of the Planning and Design Code but due to the scale of the work were not progressed. Some potential interests to the Hills and Fleurieu Landscape Board (H&FLB):

- Developing critical habitat spatial layers (Inc. coastal);
- Seeking to embed strategic climate impact assessments in regional plans, implementing the climate change action plan;
- Developing mapping and policies to protect blue carbon ecosystems and potential blue carbon sequestration areas, implementing the blue carbon strategy.

Regional Planning Opportunities

Some potential interest to our landscape board:

- Growth pressure, especially township expansions for residential development, ensuring growth occurs in a sustainable way;
- Loss of prime agricultural land, hand in hand with pressure for residential development (especially in those peri-urban areas);
- Planning for hazard risk to ensure growth does not occur in areas at risk from hazards;
- Brainstorming on protecting existing important biodiversity from future development, including EPBC Act listed species and communities, or possible future restoration projects to be identified;
- Ensuring development does not adversely impact the Ramsar Wetland.

Expert Panel

The Government appointed a panel of experts to undertake a review of the implementation for the new planning system, which was an election commitment. The panel is supported by PLUS consisting of 4 members. The panel has requested for submissions closing on 16 December 2022. Further information can be [found here](#).

Discussions included:

- General Manager MRLB is coordinating a submission from Landscape Boards to the expert panel by 16 December. The referrals the board receives are for a narrow component of Water Affecting Activities and we do not receive referrals for many other functions we cover.
- Concern that no agency is responsible for referrals relating to wildlife and threatened species, and the State Planning system does not trigger or refer to EPBC requirements. Critical habitat layer is important.
- Little value in system put on significant trees – being cleared at a dramatic rate in the peri-urban areas. Hope that this can be strengthened.
- Environment and Food Production areas review recently undertaken.

Merrindie Martin and De-Anne Smith were thanked for their presentation and left the meeting at 10:41am

2.2	<p>Draft H&F Communications Plan 2022-26</p> <p>The draft H&F Communications Plan for 2022-26 was formerly provided to the board in August through an out-of-session paper requesting feedback and endorsement. Feedback was provided by J Klein, C West and A Williams. The board members were thanked for their constructive feedback noting that their advice brought about the new version with comments incorporated, this updated version was provided to the board as an attachment for approval.</p> <p><i>N Bennett and M Harper joined the board meeting at 10:49am</i> to discuss the key amendments to the Communications Plan.</p> <p>The amendments included the following updates:</p> <ul style="list-style-type: none"> • Further refining the reasoning for the Communications Plan, including amending the text to focus on the goal of inspiring a culture of landscape stewardship; • Further defining what is meant by communications, amending the text to reiterate that the plan is focused on two-way communications and highlighting the Capacity-building and Engagement Plan that is being developed; • Reordering the communications objectives to commence with inspiring the community and motivating landholder's objectives. A new objective was added to involved stakeholders and community in planning and partnerships. With improved text to include 'regenerating nature' and 'the community'; • Addition of industry peak bodies, R&D Corporations, funding bodies and other community groups in the target audiences; • Addition of 'local, national or international examples' to the objective within the key approaches and messages; <p>The only piece of feedback not incorporated was the use of Instagram as a communication tactic as this requires further investigation.</p> <p>The board expressed satisfaction with the updated version of the Communications Plan and wanted to proceed with its approval. Additionally, it was noted that some videos available on H&F's various platforms could be regarded as too staged and consider the opportunity to develop less produced, authentic videos that may appeal to viewers. N Bennett noted this feedback and will explore developing new, less formal videos with staff.</p> <p>Action: <i>The communications team to note the board's feedback, warranting that future LHF videos are less polished and to consider other opportunities for developing authentic videos and using other formats.</i></p> <p><i>The board:</i></p> <p>2.2.1 approved the Communications Plan 2022-26 provided as Attachment 1.</p> <p>Moved: A Williams, Seconded: C Schofield</p> <p style="text-align: right;">CARRIED</p>
	<p style="text-align: center;"><i>Nicole Bennet left the board meeting at 11:08am</i></p>
2.3	<p>H&F Carbon Neutral Strategy</p> <p>Delivering on one of the Landscape Plan strategies C1, 'C1a – Transition H&FLB operations to net zero carbon emissions' work has been underway to audit the organisation's carbon footprint and determine</p>

	<p>how to reduce our emissions and offset those which cannot be reduced. Dsquared Consulting was engaged to undertake a carbon emissions audit for the baseline year of 2020-21, and advise the board on a pathway to reduce greenhouse gas emissions. This supports the board's aspiration to achieve the carbon neutrality by June 2026. The 'Carbon Neutral Strategy' was provided to the board as an attachment.</p> <p>The report was taken as read from the board and questions commenced. The GM asked whether energy consumption, specifically office electricity was a significant part of the emissions. This is a major factor and discussions have begun with the current energy provider 'ZenEnergy' to purchase renewable 'green' power at our current Mt Barker worksite. This will come at a 5c/kW hr premium. Future office accommodation decisions will include consideration of energy efficient design, ability to install solar panels and EV charging stations.</p> <p>Becoming carbon neutral by 2026 will include using a combination of emission reduction measures and purchasing carbon offsets. . It was noted that certified offsets are currently only available from interstate or overseas programs in line with the Climate Active Carbon Neutral standards.</p> <p>Given the organisation's commitment to landscape-scale restoration, LHF staff have a preferred approach to explore opportunities for local offset plantings. This could include building on our existing partnership with Greening Australia and <i>Back from the Brink</i> funding which has been restoring heathland in Deep Creek Conservation Park for threatened bird species, although this project is not currently certified. LHF staff are investigating the feasibility of expanding the plantings with Greening Australia and DEW within the area, to achieve both biodiversity and carbon offset outcomes as an option for offsetting residual emissions.</p> <p>The board discussed purchasing offsets from interstate/overseas vs exploring opportunities for local offset plantings that may have a greater costs. The board expressed a preference for exploring opportunities locally to achieve multiple carbon and biodiversity benefits within the H&F region. This will provide an opportunity to model local offsets and tell a strong story of how this can be achieved. The board unanimously supported this preference, and would like further investigation and costings to be undertaken and brought back for the board's consideration.</p> <p>Action: <i>For a briefing to be brought to the board at a future meeting about the options and costings for carbon offset plantings within the H&F region.</i></p> <p><i>The board:</i></p> <p>2.3.1 noted the carbon emission profile for the organisation;</p> <p>Moved: C West; Seconded: C Schofield</p> <p>2.3.2 provided feedback on proposed opportunities for emission reductions;</p> <p>2.3.3 requested additional details and costings of local offset plantings and certification to be prepared and submitted to the board for consideration and endorsement.</p> <p>Moved: C West; Seconded: C Schofield</p>
	CARRIED
<i>Megan Harper left the board meeting at 11:25am.</i>	
2.4	<p>New Water Levy in the Central Adelaide Prescribed Wells Area</p> <p>With recent adoption of the Adelaide Plains WAP, Greening Adelaide has been leading, in collaboration with H&F and the Northern Yorke Landscape Board (N&YLB), community consultation on the introduction of a Division 2 Water Ley on water licenses in the Central Adelaide and Dry Creep Prescribed Wells Area (PWA). Introduction of water levies is outlined within sections 76 and 77 of <i>the Landscape SA Act 2019</i> (the Act).</p>

	<p>W Telfer highlighted the proposal to the board including that a water levy be introduced at the rate of \$6.50/ML of water allocation, with the rate adjusted annually in line with inflation). This levy would apply from 1 July 2023 and is at the same rate as the levies in neighbouring prescribed water resources.</p> <p>Consultation commenced on this proposal 5 September 2022 and was undertaken consistently with the Act's consultation requirements. This process included distribution of letters to 350 individual water license holders, information on both Green Adelaide (GA), H&FLB and N&YLB websites leading community members to an online survey with specific questions. Formal notices of the consultation were published on the websites. It was noted that an additional 8 days were added to the closing date for responses (to 4 October 2022).</p> <p>A small amount of feedback was received, and the results of this consultation led to the recommendation to the board to proceed with developing a Business Plan for 2023-24 that includes a water levy for the Central Adelaide PWA. The Business Plan will need to be provided to the Minister for review and approval, along with the Consultation Report and a briefing introducing the levy. If this is approved, the Minister must ensure a copy of the consultation report be laid before both Houses of Parliament within 6 sitting days. The House of Assembly can resolve to object the levy proposal, provided feedback and amendments or set the proposal aside within 6 days.</p> <p>Further information will be brought back to the board during the December board meeting on 14 December 2022 to commence budget allocation for the business plan.</p> <p><i>The board:</i></p> <p>2.4.1 noted the Consultation Report for the introduction of a water levy for the Central Adelaide and Dry Creek Prescribed Wells Area;</p> <p>Moved: A Williams; Seconded: C Schofield</p> <p>2.4.2 endorsed the inclusion of the Central Adelaide Water Levy in the draft Business Plan 2023-24 for progression to the Minister for her consideration of the prescribed levy proposal.</p> <p>Moved: C West; Seconded: A Williams</p> <p style="text-align: right;">CARRIED</p>
2.5	<p>Native Vegetation – Third Party Provider and Broker's in delivering Significant Environmental Benefit offsets</p> <p>The <i>Native Vegetation Act 1991</i> (the NV Act) provides for the management, enhancement and protection of native vegetation in SA. Native Vegetation cannot be cleared without approval by the Native Vegetation Council (NVC) under the NV Act, or is permitted under <i>the Native Vegetation Regulations 2017</i> (the NV Regulations). The NVC can give consent to the clearance of native vegetation under the NV Act if it is satisfied that actions will be taken to effectively offset that clearance.</p> <p>The NVC gives organisations the opportunity to assist in delivering SEB offsets, this is done by becoming an accredited Third Party Provider ultimately helping managing SEB sites or a Broker to help establish SEB sites but in this case, leaves the management to another party.</p> <p>B DellaTorre highlighted the opportunity for the board to become a Third Party Provider and provide SEB offsets. The responsibilities include helping a landholder organise an assessment of their vegetation, develop management plans and costing, managing SEB sites on behalf of a landholder/applicant and enter into a management agreement with the Minister and a lease agreement with a landholder for the SEB.</p> <p>In order to become an accredited Third Party Prover or Broker, an application form for accreditation will need to be completed considering certain requirements demonstrating experience in native vegetation</p>

	<p>management/biodiversity conservation and outline the status of existing and potential SEB sites available for management. The NVC is responsible for assessing the application and can impose conditions on the accreditation.</p> <p>The board was in favour to proceed in submitting an application to the NVC to become an accredited Third Party Provider and Broker to deliver the SEB offsets.</p> <p>Action: LHF staff will submit the application and keep the board updated on progress of becoming accredited as a Third Party Provider and Broker.</p> <p>The board:</p> <p>2.5.1 approved an application to the Native Vegetation Council (NVC) for the board to become accredited as a Third Party Provider and Broker in delivering Significant Environmental Benefit (SEB) offsets.</p> <p>Moved: A Williams; Seconded: C Schofield</p> <p style="text-align: right;">CARRIED</p>
2.6	<p>Draft H&F Landscape Board 2021-22 Annual Report</p> <p>The board was provided with the draft H&F Annual Report for 2021-22. The updated template is provided by the Department of the Premier and Cabinet (DPC) and adapted by DEW Landscape Services providing guidance to produce the report. In line with <i>the Act</i>, each regional landscape board needs to submit the annual report to the Minister on, or before 30 November each year.</p> <p>The audited financial statements are yet to be included in the version provided to the board. The audit process for the accounts and financial statement for 2021-22 has commenced and is expected to be completed by the second week of November 2022. Once complete, the audited financial statements will be embedded into the annual report and circulated to the board out-of-session for endorsement. Once endorsed the full report will be sent to the Minister by the due date of 30 November 2022.</p> <p>C Lewis highlighted a slight variation of this report compared to last year's Annual Report being the full list of contractors outlined with a contract value above \$10,000 each. There are no Work, Health and Safety (WH&S) incidents to report for the year. The Risk and Performance Committee (R&PC) will be reviewing the annual report during the next meeting scheduled for 24 November 2022. The financial statements should be complete by then and added to the report. An update from the R&PC along with the minutes will be provided to the board during the next board meeting in December 2022.</p> <p>The board:</p> <p>2.6.1 noted and provided feedback on the draft Hills and Fleurieu Landscape Board 2021-22 Annual Report (excluding accounts and financial statements).</p> <p>Moved: C West; Seconded: C Schofield</p> <p style="text-align: right;">CARRIED</p>
2.7	<p>Quarter 1 Project Progress Report: July to September 2022</p> <p>The board was provided with the Quarter 1 Project Progress Report for July – September 2022. The board were pleased with the number of green traffic lights, detail of project updates and exception comments when needed. The report is a useful tool showcasing the status of projects in terms of their budget, schedule and risks. A collective outputs / activity report will be provided in future quarterly reports.</p>

	<p>The GM noted that there are number of amber lights listed against the First Nations Partnerships project with some project delays and salary savings as a result of the Aboriginal Partnerships and Enagement Officer having recently won another role and departing the our organisation.</p> <p><i>The board:</i></p> <p>2.7.1 noted the project progress report for Quarter 1: July to September 2022;</p> <p>2.7.2 noted the additional collective output/activity reporting will be provided in future reports.</p> <p>Moved: A Williams; Seconded: C West</p> <p style="text-align: right;">CARRIED</p>
3. Standing Items	
3.1	<p>Finance Overview</p> <p>The financial reports for the period ending 30 September 2022 were presented to the board. The reports include a summary of the financial performance and provide an overview of the project expenditure against the five landscape board priorities and the current financial position of the board. The attachments provided are:</p> <p><i>Attachment 1 – Board Statement of Comprehensive Income;</i> <i>Attachment 2 – Board Expenditure by Project;</i> <i>Attachment 3 – Board Statement of Financial Position.</i></p> <p>The standard suite of reports were included in the board papers and there are no cost pressures or budget concerns at this stage of the year. C Lewis noted that within the Bandicoot Superhighway and Greening Australia WoMAD project, there has been an issue with the Accounts Receivable system ‘Retail touch’, and therefore did not hit the general ledger as at 30 June 2022. The Finance Officer and C Lewis are working through the issues with DEW Corporate Finance to have it resolved.</p> <p><i>The board:</i></p> <p>3.1.3 accepted the financial reports and statistics for the period ending 30 September 2022.</p> <p>Moved: C West; Seconded: A Williams</p> <p style="text-align: right;">CARRIED</p>
<i>Jock Harvey left the board meeting at 11:58AM</i>	
3.2	<p>General Manager’s Report</p> <p><u>Incident at Echunga Dam</u></p> <p>As likely seen in the media, a report was made on 27 September 2022 regarding a 14.9ML farm dam above the township of Echunga experiencing a significant slip. The Water Project Officer met with the landholder onsite to assist immediately, including supporting the landholder to understand the DEW guidelines for an emergency response for dam failure, this included the necessity to involve the SES. The support was provided through the following days with the SES, Council and SA Water engineers worked to reduce the water in the dam and avoid the risk of flooding from downstream properties and assets within Echunga. The LHF water team are continuing to work with the landholder and DEW assisting in remediation works which will include reducing the dam’s volume. The board thanked the Water Project Officer’s efforts in managing the situation.</p> <p><u>Applications for funding to SAFECOM</u></p> <p>Two Expression of Interest (EOI) applications were submitted to SAFECOM under the SA Disaster Risk Reducing Grant Funding. The applications were, ‘Supporting safer communities by reducing fire risk on roadsides’, and ‘Improving landholder resilience with weed management for fire risk education’. Unfortunately both of the EOI applications were unsuccessful.</p>

	<p><u>Regional Grazing Pressure Management</u></p> <p>LHF staff supported the PIRSA Fleurieu Aerial Deer control program in September 2022, 1,019 deer were culled in approximately 60 hours flight time. There is planning underway for a Mount Bold aerial shooting program scheduling for November 2022 operating on SA Water land only using a contract aerial shooter.</p> <p><u>Levy Equalisation</u></p> <p>A letter was received from the Minister, Hon. Susan Close MP in response to the joint letter from H&F, N&Y and SA Arid Lands (SAAL) Landscape Boards regarding the board's preference to equalise the landscape levy in a manner which maintains income + CPI. The response letter was supportive of the approach and encouraged the landscape boards to consider communications and engagement strategies for councils, stakeholders and the community.</p> <p>The board highlighted the importance of engaging with councils and other stakeholders to develop relationships specifically after the recent elections. The GM agreed that engagement needs to commence and will work with LHF staff to write to councils and other stakeholders with the offer of meeting LHF key staff.</p> <p>Action: <i>The GM to work with LHF staff to draft letters to councils/stakeholders offering them the opportunity to collaborate.</i></p> <p><u>Board Nominations</u></p> <p>The Chair and GM undertook informal conversations with possible board members. The board member nominations were put forward by DEW Landscape Services to the Minister, Hon. Susan Close MP. There were 9 people interested including 1 late application. There are 3 members shortlisted who elected to do an informal interview. With the informal interviews concluded, there are 9 recommended candidates with the inclusion of the current 7. The Chair highlighted that there are discussions underway regarding the board members length of tenure to ensure appointments are staggered to retain business knowledge. Therefore, some appointments will be ranging from approximately 1 - 4 years. With the assumption of the Minister's acceptance, the appointment durations will be communicated to the board members once known.</p> <p><i>The board noted the General Manager's report</i></p> <p style="text-align: right;">CARRIED</p>
3.3	<p>Work Health and Safety Update</p> <p>No briefing was provided to the board for the Work, Health and Safety report as there were no incidents to report. The new 'GovSafety' reporting system is working satisfactorily to record any incidents and 'near misses'.</p> <p><i>The board noted the Work Health and Safety Update.</i></p> <p style="text-align: right;">CARRIED</p>
3.4	<p>Board Member Activity Register and Engagement Forward Planner</p> <p>The Chair noted that the current Board Member Activity Register is not up to date. The EO will circulate the current entries for the activity register and ensure all updates are reflected ready for the December board meeting.</p> <p><i>The board noted the engagement forward planner 2021-22 and register of meetings and events attended by the Chair and board members in their capacity as representatives of the Hills and Fleurieu Landscape Board.</i></p> <p style="text-align: right;">CARRIED</p>
3.5	<p>Register of Interests</p> <p><i>The board noted the current Register of Interests.</i></p>

	CARRIED
3.6	<p>Correspondence</p> <p><i>The board was provided with the following correspondence via its Microsoft Teams portal:</i></p> <p><u>Incoming – 20220902 Email - update to the Approval Process for Bushfire Risk Reduction Plan 2022-23 and attachment with drafting and approval timeline;</u></p> <p><u>Incoming – 20220908 Email – Board Nominations Call for Members for the Murraylands and Riverland Landscape Board;</u></p> <p><u>Incoming – 20220908 Email – Forest Landscape Restoration Fundraiser Proposal;</u></p> <p><u>Incoming – 20220913 DEW-D0018670 Letter to the Chair from DEW Finance Director – 2021-22 Financial Year Annual Internal Controls;</u></p> <p><u>Incoming – 20220926 NPF2200199 Minute from Hon. Stephen Mullighan MP regarding the Commonwealth Election Commitments;</u></p> <p><u>Incoming – 20221013 CEW2201370 Response Letter to Chair from Hon. Susan Close MP – Proposed approach to Levy Equalisation;</u></p> <p><u>Incoming FA3127005 20221018 Letter to the Chair from PIRSA Invasive Species – Funding for weed control activities across SA;</u></p> <p><u>Outgoing – 20220905 Letter from the Chair to Hon. Susan Close MP – Notice of a prescribed levy proposal;</u></p> <p><u>Outgoing – 20220907 HFLB-D000217 Letter from the Chair to Auditor-General’s Department – 2021-22 Interim Audit of H&FLB;</u></p> <p><u>Outgoing – 20220921 HFLB-D000219 Letter from the GM to Yankalilla Council – Support letter for Fleurieu Farmers Project;</u></p> <p><u>Outgoing – 20220921 Email presenting the Achievements Report for 2021-22;</u></p> <p><u>Outgoing – 20221006 HFLB-D000221 Letter from the GM to Mary Retallack – Viticulture rights and issues;</u></p> <p><u>Invitation -20220906 Invitation to the Chair from Secretary – Macclesfield Bushcare Group – Opening at Nature Festival;</u></p> <p><u>Invitation – 20220908 Invitation to the Chair from Friends of Parks – 40th Anniversary Celebration 25 September 2022;</u></p> <p><u>Invitation – 20220908 Invitation from Conservation SA to the 2022 SA Environment Awards;</u></p> <p><u>Invitation – 20220920 Invitation to the Chair from CEO McLaren Vale Grape Wine and Tourism – Winemaker’s Bushing Lunch;</u></p> <p><u>Invitation – 20220927 Invitation to the Chair from the Murray Darling-Basin Authority – Meeting with Minister Plibersek on 6 October 2022;</u></p> <p><u>Invitation – 20220929 Invitation to the Chair from Auditor-General’s Department – Performance and Risk Committee Chair Briefing;</u></p> <p><u>Invitation – 20221004 Invitation to the Board from Fleurieu Environment Centre Management Committee – AGM on 4 November 2022;</u></p> <p><u>Invitation – 20221013 Invitation to the Chair from Murray-Darling Basin Authority – meeting with CE on 1 November 2022.</u></p> <p><i>The board noted the correspondence provided via Microsoft Teams.</i></p> <p>CARRIED</p>
4. Other Business	
4.1	<p>Nil.</p> <p><i>The board noted that they will now be going into confidence to commence the In Camera discussion.</i></p> <p>Moved: C West; Seconded: C Schofield</p> <p>CARRIED</p>

5. Meeting Closure

5.1	<p>Next meeting details:</p> <p><u>Next Explore the Region</u></p> <p>The next 'Explore the Region' event is in calendars for 30 November 2022. This is the result of the scheduled bi-monthly board meetings and desire to be involved in projects/other opportunities in between. The Nature Festival was an opportunity to replace the Explore the Region event for September 2022. The nearest event scheduled for November 2022 is the 'World Soils Day' organised by the Project Officer - Sustainable Agriculture on Sunday 4 December 2022, rather than the scheduled Wednesday 30 November 2022. The GM was interested to highlight the World Soils Day as the next Explore the Region event. The participating board members were satisfied with the change and requested that the members not in attendance be invited to the 4 December event.</p> <p>Action: <i>The GM/EO to circulate the proposal to all board members requesting their availability on 4 December 2022 for the next 'Explore the Region' event being the 'World Soils Day', to substitute the current placeholder for 30 November 2022.</i></p> <p><u>All-staff and board Christmas Event</u></p> <p>The H&FLB Social Club has set a placeholder for an all-staff Christmas event taking place on 8 December 2022. The GM highlighted that the board will have the opportunity to join this but a separate event will follow the next board meeting on 14 December 2022 with the leadership team. All were in favour.</p>
5.2	Meeting close: 12:44PM

ENDORSED



DAVID GREENHOUGH

**PRESIDING MEMBER
HILLS AND FLEURIEU LANDSCAPE BOARD**

Date: 14 December 2022