

**AGENDA OF THE MEETING OF
THE UPPER TORRENS LAND MANAGEMENT PROJECT S41 COMMITTEE
held in the Mt Pleasant Natural Resource Centre 132 Melrose Street, Mount
Pleasant on Thursday 6 October 2016 commencing at 9.30am**

1 WELCOME

2 PRESENT

Members

Staff

3 APOLOGIES

Piers Brissenden
James Thiessen

4 GUESTS

Nil

5 DECLARATION OF INTEREST BY MEMBERS

6 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

Recommendation

That the Minutes of the meeting held on Thursday 11 August 2016 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

7 MATTERS ARISING FROM PREVIOUS MINUTES

7.1 Action List

Item Number	Meeting Date	Officer	Action	Status
3-4.1.3	11/6/15	GM	Risk management Working Group (MH,BM and GD) to be organised.	
9.4	2/6/16	AF	Presentation to the AMLRNRM on the GGR	
9.2	11/8/16	AF	2XE Business Plan proposal to be accepted. Expenditure	

			not to exceed \$20,000.	
9.6	11/8/16	GM	To meet with TBC Governance Officer to review the UTLMP response to updated TOR.	
9.7	11/8/16		To secure funding for 1 FTE as opposed to .8FTE	

Recommendation

That the progress of the actions listed in Item 7.1 be noted and received.

8 CORRESPONDENCE

8.1 Incoming

8.2 Outgoing

Recommendation

That the correspondence be received

9 REPORTS

9.1 FINANCE
Report to be tabled at Meeting.

Recommendation

That the information contained in Item 9.1 Finance Report be received.

9.2(a) PROJECT MANAGEMENT WORKING GROUP
Minutes of the Meeting held 15 September 2016 are included as attachment 9.2(a) for information.

Recommendation

That the Report from the Project Management Working Group be received and that any recommendations contained within the minutes of the Meeting held 15 September 2016, therein be adopted..

9.2(b) PROJECT MANAGEMENT WORKING GROUP – OUT OF SESSION MEETING
Minutes of the Out of Session Meeting held 26 August 2016 are included as attachment 9.2(b)

Recommendation

That the Report from the Project Management Working Group be received and that any recommendations contained within the minutes of the Out of Session Meeting held 26 August 2016, therein be adopted..

9.3 NRM AND OTHER PROJECTS

NRM Activities 16/17 Funded programme

15/16 Budget approved \$102k for on ground works

Service level agreement signed by both parties with \$100k approved for salary, administration and vehicle costs.

On ground works

Currently \$15k of 'ongoing' on ground works committed (George, Francis, Keatley & Grech).

Roskhill proposal in workplan stage (yet to be officially approved) \$15000 fencing off 8 Ha of significant vegetation plus \$1000 bushcare.

Porter Scrub Conservation Park - \$2000 for weed control – need to develop a workplan for approval.

Compliance Training

3 days of five were completed last week (General Regulators 3 x days). NRM specific was cancelled due to extreme weather conditions – postponed until 2 & 3 November, 2016.

Horse Health & Native Grass Project

16/17 \$13450 (Regional Landcare, Native Grasses in Production & Sustainable Ag) has been invoiced and received.

Site 1 – Keatley & Grech, Birdwood was due to be hand seeded on Tuesday 4 October, 2016 however due to extreme weather this has been postponed to a date yet to be decided.

Purchase of seed for the three other trial sites will happen next week. Refer to the UTLMP www.torrenslandcare.org.au to track each project.

Rural Land Management Course – 8 week

Completed and very successful. Wednesday 27 July – 13 September, 2016. Fully funded by Sustainable Agricultural Team \$3750, invoiced and funding received.

Porter Scrub Volunteer Working Group 2016 Activities

Next event 23 October, 2016 – Native Grass ID with Andrew Crompton (DEWNR).

Friends of Cromer Conservation Park 2016 Activities

Next event 30 October, 2016 – meet at 9am Cromer Road.

Recommendation

That information contained in the report on NRM and Other Projects be received.

9.4 GRASSY GROUNDCOVER RESTORATION PROJECT

GWRP Priorities:

- MERIT financial and activity reporting
- Broad acre tube stock and pot planting
- Broad acre site preparation
- Seed Production area maintenance
- Final broad acre sowing

MU3:

- Chemical fallow is continuing on management units 10,11 and 14
- Management units 12 and 13 have been sown and planted with pots
- The weed management plan at the new 30 ha site in Cromer has begun
- Broadleaf and grass weeds are proving to be an issue on all site sown this year (as predicted)
- Herbicide wiping has been undertaken on the sown site to target exotic grass species

The Broad acre:

- All 2016 sites have been sown and tube stock/pot planting is almost complete
- Site preparation on 2017 sowing locations is on going
- The Gordon and Grieve site was postponed due to the prediction of heavy rainfall back in June because of a high erosion risk. We hand cast the seed two weeks ago and presume all of the seed and soil is at the bottom of the valley.
- Heavy rainfall does not appear to have had detrimental effect on any of the other sites.
- Weed control is going to be a significant issue with the increased growth and germination of weed species

Landholder SPA's:

- All silt fence barriers have levels of deterioration, we are retrofitting a poly belt barrier to the SPA's that have not already been fixed, (retro fit almost complete).
- *Anthosachne scabra* (Elymus) has been replaced in Swincer SPA and Rowland SPA
- Maintenance of the sites continues
- All sites will be fertilised for the first time during this project

BBG:

- More species and replacement plants have been planted
- The foam boxes have had the soil replaced in most of them in an attempt to get on top of the weed issues, however the oxalis species is proving to be persistent
- Irrigation on the weed mat and foam boxes has been turned off due to adequate rainfall
- Weed management is always a priority at the Barossa Bush Gardens

Other:

- The post August 2017 "son of GGRP" project is applying for funding from a philanthropic organisation that is currently accepting applications for next year's funding. There are requirements that need to be met for an entity to be funded by a Foundation, in turn these requirements are shaping the business model and timing.
 1. Must have a name
 2. Must be an incorporated body
 3. Must have DGR status (tax deductible gift recipient)
 4. Must have a skilled Board
 5. All of this must be in place when they approve any funding October/November 2016

We have created a board as recommended by Prof Chris Daniels (NRM Presiding Member). We have submitted the application for incorporation and on approval we will seek the DGR status. Although the Incorporation will be set up it will not be officially operational until the Biodiversity fund is extinguished in August 2017.

**Seeding Natives Incorporated
Innovating Conservation and Restoration**

The Executive:

Chair -Bob Myers
Treasurer - Tony Vincent
Secretary - Tawni Jones

Members:

Martin Philcox
Piers Brissenden
Trevor Gent
Marne Durnin

Recommendation

That the GGRP Report be received

9.5 ADELAIDE HILLS COUNCIL

- Council operations have been extremely busy following the recent weather events, with the NRM team engaged in tree assessments and watercourse blockages (debris) within reserves.
- Considerable time has been spent supporting volunteer and youth engagement programs. Conservation Volunteers Australia are currently involved in a weed control and track maintenance program with the Friends. All 3 Green Army programs - Central Hills, Southern Brown Bandicoot and South Para are progressing well with teams enjoying the scheduled tasks and community involvement.
- Primary focus at present is on weed control within the Council reserves and the roadsides with a focus on biodiversity

improvement and asset protection. Adelaide Hills Council has planned to partner and support the broader NRAMLR operational roadside weed control program during 16/17, with another phase of Council RMS surveys expected.

Recommendation

That the Report be received.

9.6 THE BAROSSA COUNCIL

Director, Development and Environmental Services to provide a verbal update.

Recommendation

That the Verbal Report be received.

9.7 AMLRNRM UPDATE

General

- The AMLR management team is focussing on the SA NRM investment strategy for the next few years. In particular in the context of how SA might influence the next round of National Landcare Program funding in 18/19. DEWNR is preparing a submission to the Commonwealth Government
- AMLR Region is leading the implementation of the recently released SA Koala Conservation and Management Strategy. A key element will be education and awareness around the impacts from abundant koalas and also consideration of reducing those impacts to native habitat
- The Region is considering the matter of feral animal control and the need for a consolidated approach. Some good work is being done around goats and deer, however more still needs to be done so districts are looking to bring together a single plan.
- An additional 22 seasonal fire fighters commenced within the AMLR Fire Management Unit at the start of September as part of a government commitment to increase bushfire response level. This brings the total fire crew in the region to over 60 this season and will also contribute to the Commonwealth funded burning on private land project currently in its first year that DEWNR is delivering. So far five burns have been identified for spring and five in autumn within the AMLR.
- The district has been busy responding to the recent wild weather focusing on the key parks: Morialta, Cleland and Belair. Managing public risk and fixing trails has been a focus. District officers assisted in trail audits to ensure the extent of the impacts was well understood.

Land Management Projects

- The 16/17 Service Agreement between the AMLR NRM Board and Barossa Council was finalised on 12 September 2016. This provides for project officer and admin support salary and some overhead

costs. Funds to support project delivery are allocated within the district budget and the UTLMP budget for 16/17 has been established at \$102,620. Kim is attending Monday meetings with the team and contributing well to the work planning. Kim can provide an update on project work in the UT area.

- Work Orders have been issued in the emerging weed program in the Central Hills sub region. *Ornithogalum thyrsoides* control has commenced. Alternative treatments are currently being trialled within denser infestations in Horsnell Gully CP, with outlier populations targeted for removal. The central hills will also see control programs continued for *Erica baccans*, *Muralita heiseria*, *Kunzea ericoides* within the 2016/17 financial year.
- Woody weed control along roadsides planning is underway and is going to target Gorse, Broom and Blackberry in areas including Inverbrackie, Balhannah, Marble Hill, and Summertown.
- Discussion with Steven Brooks, Natural Resources Officer from Adelaide Hills Council has begun regarding the development of a roadside weed management plan. This continues the good work done in 15/16
- A cape tulip workshop was run in conjunction with Tom Brookman (District Officer South Para) at Para Wirra Conservation Park that attracted 12 landholders.
- The 3 Ha restoration site at Tori Park horse stud between Balhannah and Lenswood in the Central Hills was slashed in July with growth being vigorous and grasses setting seed through late July and August. The mix of native grasses include (wallaby *Danthonia*), kangaroo *Themeda*, tall wheat *Ellymus* and spear *Stipa*). Planning is underway to manage weeds over spring and summer with selective spot spraying.
- A successful seminar session was held at the Woodside Natural Resources Office at 33 Onkaparinga Valley Rd Woodside on 22 Sept. Simon Ellis talked to an interested group of 16 about "Managing Spring Pastures" in readiness for summer. More seminars will be scheduled on the third Thursday of the month.

Recommendation

That the Report be received.

10 GENERAL BUSINESS

- 10.1 THE BAROSSA COUNCIL'S VOLUNTEER DATABASE
Recording of UTLMP Volunteer Hours

11 **NEXT MEETINGS**

- 11.1 Steering Committee
Thursday 1 December 2016 3.00pm to 5.00pm at Mt Pleasant Natural Resource Centre 132 Melrose Street, Mount Pleasant followed by the Christmas get together. Venue to be advised.

- 11.2 Project Management Working Group
Thursday 10 November 3.00pm to 5.00pm at 132 Melrose St. Mount Pleasant

- 11.3 GGRP Technical Steering Committee TBA

12 **CLOSURE**

**MINUTES OF THE MEETING OF
THE UPPER TORRENS LAND MANAGEMENT PROJECT
PROJECT MANAGEMENT WORKING GROUP**
Held in the Mt Pleasant Natural Resource Centre 132 Melrose Street,
Mount Pleasant on Thursday 15 September 2016 commencing at 0930.

1 WELCOME

Chair welcomed participants to the meeting. Meeting commenced at 0930.

2 PRESENT

Members

S Corbally (Chair), J Troup (SC Chair), K Craig (Chair GGRP Technical Steering Committee), S Anderson (Community/URLTG) G Donaldson, (Community).

Staff

K Thompson (Project Officer), A Fairney (Project Officer).

3 APOLOGIES

Rick Gladigau, M Philcox.

4 GUESTS

Nil

5 DECLARATION OF INTEREST BY MEMBERS

Nil declarations

6 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

MOVED K. Craig

That the Minutes of the meeting held on Friday 13 May 2016 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

Seconded G. Donaldson

CARRIED

7 **MATTERS ARISING FROM PREVIOUS MINUTES**

7.1 Action List

9.2	28/1/2016	KT/AF	Portable status	sheepyards	On-going; Committee authorised acceptance of any offer over \$3500 – Advice now that consignee has sold unit without reference to UTLMP for \$2500. OOS discussion with PMWG instructed KT to seek an invoice from AHC to be sent seeking payment of the \$2500. AHC will send invoice, to include GST.
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MOVED G Donaldson

That the progress of the actions listed in Item 7.1 be noted and received.

Seconded J. Troup

CARRIED

8 **NRM FUNDED PROGRAM**

8.1 Status – NRM budget for UTLMP now allocated - \$102k plus \$100k salary & admin.

8.2 Issues – Outstanding Workplans & Associated Funding

- a. Schultz – awaiting landowner confirmation of work physically carried out before payment – funding to be from UTLMP Reserve.
- b. Corbally – Re-vegetation completed – workplan to be closed as complete.

MOVED K. Craig

That the NRM Funded Program Report be noted and received.

Seconded G. Donaldson

CARRIED

9 **GGRP FUNDED PROGRAM**

9.1 Status – Project continues on track.

9.2 Issues – Concern continues that we remain in breach of the LGA because the AHC/TBC sub-contract is still not finalised & signed off.

9.3 GGRP Proposal – 2XE Proposal for GWRP progress review – awaiting first draft proposal – task is on-time currently.

MOVED G. Donaldson

That the GGRP Program Report be noted and received.

Seconded K. Craig

CARRIED

10 BUDGET & FINANCE

- 10.1 Budget progress – Project continues on budget. The 3 month delay in confirmation of NRM funds has now queued and prevented the start of a number of projects.
- 10.2 Funding & Accounts Issues – Nil.
- 10.3 Rural Land Management Course, Mt Pleasant Update & funding 16/17 – Course completed on 14SEP16 with a very enthusiastic group of landowners extolling the virtues of the course, and especially high praise from them for Kim’s organisation, knowledge & unfailing enthusiasm. The PMWG extended its own “well done” to Kim for her above & beyond efforts, especially after hours.
- 10.4 Native Grass Pasture Trials - funding 16/17 – The Trials have received their allocation of \$8k funding to complete the sowing program, noting the difficulties in achieving this step in the face of the wettest hills winter in a number of years.
- 10.5 Reserve Funding – no issues.
- 10.6 Assets register – now completed and documented. Chair requested the register be presented to the next PMWG meeting.

ACTION: KT to provide a copy of the Register to the PMWG meeting scheduled for 10NOV16.

MOVED K. Craig

That the Budget & Finance Report be noted and received

Seconded G. Donaldson

CARRIED

11 GENERAL BUSINESS

- 11.1 TBC Hosted NRM District Officer – No further action at this stage.
- 11.2 The Barossa Council Volunteers database – recording of UTLMP volunteers hours
- Ken Craig – 6 hours for July & 6 hours for August.
Steve Corbally – 5 hours for July & 5 hours for August.
Stephen Anderson – 7 hours for July & August.
Graeme Donaldson – 3 hours for July & August.
- 11.3 Training – KT to attend Compliance Officer & Authorised Officer courses shortly.

Recommendation

That the General Business outcomes be noted & any recommendations to Steering Committee be placed on the next SC Agenda for ratification.

11.4 Roadside Weeds Program – A budget of \$10k allocated this FY – to be managed by KT within our district.

11.5 Grant Applications – A number of applications for community and landcare grants have been submitted.

- a. Schoolkids – Community grant to run a program for primary kids involvement in the local area.
- b. Cromer Conservation Park – Exclusion zone monitoring
- c. Porters Scrub – Significant plant threat monitoring
- d. Porters Scrub – Invasive weeds control.

11.6 KT requested authorisation to utilise the project vehicle during period 15-21SEP16 for transport to/from work pending receipt of personal replacement car. – Request Approved.

12 NEXT MEETING

12.1 Project Management Working Group
15:00-17:00 Mt Pleasant NRC, 132 Melrose Street, Mt Pleasant – Thu 10 September

12.2 Steering Committee at Mt Pleasant NRC, - Thu 06 October

13 CLOSURE

There being no further business, the meeting closed at 11:15.

Date:

Chairperson:

**MINUTES FOR THE OUT OF SESSION MEETING OF
THE UPPER TORRENS LAND MANAGEMENT PROJECT
PROJECT MANAGEMENT WORKING GROUP
held in the Mt Torrens Park Pavilion, Mount Torrens
on Friday 26 August 2016 commencing at 2-00pm.**

1 WELCOME

The Chairperson S Corbally welcomed everyone and opened the meeting at 2.00pm

2 PRESENT

Members

S Corbally (Chair), J Troup (Chair Steering Committee), K Craig (Chair GGRP Technical Steering Committee), S Anderson (URLTG), G Donaldson, R Gladigau, M Philcox, T Harding (Community), Councillor M Seager (TBC)

3 APOLOGIES

Councillor M Hermann (AHC)

4 GUESTS

Nil

5 DECLARATION OF INTEREST BY MEMBERS

Nil

6 OUT OF SESSION AGENDA ITEM: UTLMP DISPOSITION POST SEPTEMBER 2017

6.1 The OOS meeting was called to discuss the future disposition of the UTLMP post the completion of the GGR project. The WG workshopped a Decision Analysis exercise to assist with arriving at a recommendation for a way forward for the UTLMP post 2017.

6.2 Outcome – The results of the analysis are detailed at Annex 1. The decision arrived at was Alt 2 - Become part of/return to the local Land-care group.

Recommendation

That the Decision Analysis outcome be noted and a recommendation to the Steering Committee to note the outcome and endorse the decision be placed on the next SC Agenda for ratification.

7 CLOSURE

There being no further business, the meeting closed at 4:37 pm.

Confirmed

Date: **Chairperson:**

**ANNEX A TO MINUTES FOR THE OUT OF SESSION MEETING OF
THE UPPER TORRENS LAND MANAGEMENT PROJECT
PROJECT MANAGEMENT WORKING GROUP**

DECISION ANALYSIS WORKSHOP RESULTS

DECISION DEFINITION

DECISION STATEMENT: To define an acceptable and achievable position for the UTLMP for post-September 2017

OBJECTIVES:	DESCRIPTION	MUST?	WEIGHT	COMMENT
	Compliant with LGA Act	Y		If applicable to the alternative
	Compliant with other relevant regulations	Y		If applicable to the alternative
	Able to satisfy grant applications	Y		
	Environmental protection of the Upper Torrens catchment	Y		
	To be of benefit to the community	Y		
	Be community based	Y		Measured by the level of community visibility and engagement
	Have the capability to attract external funding	Y		Only incorporated bodies can be given certain funding in their own right
	Be financially viable	Y		Recurrent funding and expenditure (eg admin and running costs)
	Have practical and appropriate processes	Y		Dependent upon the structure
	Be demonstrably well managed	Y		
	Be sufficiently rewarding to attract and retain committee members		10	Community members
	Contribute to the potential success of the extended GGRP project		9	Dependent upon final decision/structure of the project
	Maintain a good working relationship with the NRM		6	
	Maximise the ability to attract external funding		9	
	Maximise financial viability and sustainability		8	
	Maintain a good working relationship with the AHC		4	
	Maintain a good working relationship with TBC		7	
	Maintain a good working relationship with the NRC		7	
	Have good relationship with the community		10	

ALTERNATIVES:	DESCRIPTION	COMMENT
	Alt 1 - Disband the UTLMP	Cease all work
	Alt 2 - Become part of/return to the local LandCare group	
	Alt 3 - Become a Section 42 committee under TBC	
	Alt 4 - Remain a Section 41 committee under TBC	
	Alt 5 - Become an independent incorporated body.	

DECISION ANALYSIS

MUSTS	COMPLIES?	ALT 1	ALT 2	ALT 3	ALT 4	ALT 5	ALT 6
Compliant with LGA Act	N/A	N/A	Y	Y	N/A		
Compliant with other relevant regulations	N/A	Y	Y	Y	Y		
Able to satisfy grant applications	N/A	Y	Y	Y	Y		
Environmental protection of the Upper Torrens catchment	N	Y	Y	Y	Y		
To be of benefit to the community	N	Y	Y	Y	Y		
Be community based	N	Y	Y	Y	Y		
Be sufficiently rewarding to attract & retain committee members	N	Y	Y	Y	Y		
Have the capability to attract external funding	N	Y	Y	Y	Y		
Be financially viable	N	Y	Y	Y	Y		
Have practical and appropriate processes	N/A	Y	Y	Y	Y		
Be demonstrably well managed	N/A	Y	Y	Y	Y		

Alt 1 eliminated

WANTS	WEIGHT	ALT 1		ALT 2		ALT 3		ALT 4		ALT 5		ALT 6	
		SCORE	WTD SC	SCORE	WTD SC	SCORE	WTD SC	SCORE	WTD SC	SCORE	WTD SC	SCORE	WTD SC
Be sufficiently rewarding to attract and retain committee members	10		0	10	100	3	30	5	50	9	90		0
Contribute to the potential success of the extended GGRP project	9		0	10	90	6	54	3	27	10	90		0
Maintain a good working relationship with the NRM	6		0	10	60	10	60	10	60	9	54		0
Maximise the ability to attract external funding	9		0	10	90	8	72	8	72	10	90		0
Maximise financial viability and sustainability	8		0	9	72	10	80	10	80	8	64		0
Maintain a good working relationship with the AHC	4		0	9	36	10	40	10	40	8	32		0
Maintain a good working relationship with TBC	7		0	8	56	10	70	10	70	7	49		0
Maintain a good working relationship with the NRC	7		0	10	70	8	56	8	56	10	70		0
Have good relationship with the community	10		0	10	100	8	80	10	100	10	100		0
TOTAL			0		674		542		555		639		0

Office accommodation

IT

Assets ownership, insurance, etc

Talunga Park shed

Reserve fund

Incorporation

GST registered

Constitution

Procedures

ADVERSE CONSEQUENCES

Individual risks associated with office holders