

**MINUTES 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 7 April 2016 commencing at 9.30am**

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**1     WELCOME**

The Chairperson J Troup welcomed everyone and opened the meeting at 9:33am.

**2     PRESENT**

Members

J Troup (Chairperson), G Mavrinac (TBC), Councillor M Herrmann (AHC), S Brooks (AHC), G Donaldson, S Anderson (Community/URTLG), R Gladigau, M Philcox.

Staff

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

**3     APOLOGIES**

K Craig (Chairman GGRP Technical Steering Committee), S Corbally, and P Brissenden (Adelaide and Central Hills NRM District Manager), Cr Michael Seager.

J Troup advised that Cr Seager suffered a fall before Easter and is rehabilitating. The Committee wishes him well for his recovery.

**4     GUESTS**

Nil.

**5     DECLARATION OF INTEREST BY MEMBERS**

Nil.

**6     CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**

S Brooks was listed as both an attendee and an apology but did not attend the meeting.

**MOVED M Herrmann**

That the Minutes (amended as above) of the meeting held on Thursday 4 February 2016 as circulated, be confirmed as a true and correct record of the proceedings of that meeting.

**Seconded M Philcox**

**CARRIED**

## 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	A date needs to be set for the Risk Management Working Group (MH, BM, GD) to meet.	<u>Ongoing</u> – Subject to outcome of Section 41 Committee Review.
9.6	26/11/15	GM	Set up sub-committee with representatives from TBC, AHC, NRM and SC to review the Terms of Reference.	<u>Ongoing</u> Subject to outcome of Section 41 Committee Review.
9.6	26/11/15	GM/PB	P Brissenden to arrange a mini workshop to look at the NRM objectives	<u>Closed</u> Workshop held 23 March 2016.
10.2	4/2/16	GM	Request Kimberley Rohan TBC, to come and meet with the committee to discuss Casual administrative/ field worker procurement & PD;s and reclassification for UTLMP staff	<u>Closed</u>

#### **MOVED M Herrmann**

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

**Seconded G Donaldson**

**CARRIED**

## 8 CORRESPONDENCE

### 8.1 Incoming

- Correspondence from Eastern Hills and Murray Plains Catchment Group requesting letter of support for NRM Connecting Communities Grant 2016

### 8.2 Outgoing

Nil.

#### **MOVED G Donaldson**

That the correspondence be received, and a letter of support be provided to Eastern Hills and Murray Plains Catchment Group.

**Seconded R Gladigau**

**CARRIED**

## 9 REPORTS

### 9.1 FINANCE

K Thompson advised that the Report from Adelaide Hills Council, listed as attachment 9.1a is still outstanding and will be circulated once received.

#### **MOVED G Donaldson**

That the Finance Report be received and noted.

**Seconded S Anderson**

**CARRIED**

9.2 PROJECT MANAGEMENT WORKING GROUP

**MOVED G Donaldson**

In relation to Item number 8.2 (dated 28 January 2016) of the Actions Arising, the Committee agreed to provide a refund of the amount of \$1,150.00 to J West for settlement of a previous insurance claim.

**Seconded R Gladigau**

**CARRIED**

**MOVED M Herrmann**

That the information contained in the Project Management Working Group Report be received and noted.

**Seconded G Donaldson**

**CARRIED**

9.3 AMLRNRM AND OTHER PROJECTS

**MOVED G Donaldson**

That the AMLRNRM & Other Projects Report be received and noted.

**Seconded S Anderson**

**CARRIED**

9.4 GRASSY GROUNDCOVER RESTORATION PROJECT

The Committee noted that a group is being called together to discuss the future of the GGRP, and to devise a long term plan.

**MOVED G Donaldson**

That the Grassy Groundcover Restoration Project Report be received and noted.

**Seconded M Philcox**

**CARRIED**

9.5 AMLRNRM CENTRAL HILLS UPDATE

**MOVED G Donaldson**

That the AMLRNRM Central Hills Update Report be received and noted.

**Seconded M Philcox**

**CARRIED**

9.6 RECLASSIFICATION – PROJECT OFFICERS

K Thompson and A Fairney expressed their thanks to the Committee and Council Staff for assistance and support.

**MOVED M Herrmann**

That the Committee request K Rohan to undertake a gap analysis to enable the creation of a Position Description for a part-time Administration/Field Assistant. The position will then be advertised internally and externally and the Selection Panel will include at least one Committee member. It is envisaged that the term of appointment will be until 30 June 2016, with the right of renewal pending funding availability

**Seconded G Donaldson**

**CARRIED**

**MOVED M Herrmann**

In the matter of Agenda Item 9.6 – Reclassification – Project Officers being contractual arrangements for Project Officers. Pursuant to Section 90(3)(a) of the Local Government Act being information that must be considered in confidence to ensure that the Committee does not disclose information concerning the personal affairs of any person (living or dead). The Report and recommendations contained within will remain in confidence for a period of twelve months.

**Seconded G Donaldson**

**CARRIED**

9.7 UTLMP WORKSHOP – MORIALTA RESOURCE CENTRE

**MOVED M Herrmann**

That

- (1) The Committee receive the report, noting that the Workshop write up is still to be provided, and that the Discussion Paper contains errors.
- (2) The Committee provide feedback on the Workshop write up and Discussion Paper to the Director, Development and Environmental Services, The Barossa Council.

**Seconded G Donaldson**

**CARRIED**

9.8 UTLMP AGENDA TEMPLATE

**MOVED G Donaldson**

That the Committee:

- 1. Note and receive the report
- 2. Commence implementation of the new Agenda template, subject to further amendments, from the next scheduled meeting.

**Seconded M Herrmann**

**CARRIED**

**10 GENERAL BUSINESS**

10.1 WHS/Incident Reports  
Nil.

10.2 Additional volunteer hours (not committee meeting times)  
Noted. Volunteers to record hours worked.

- 10.3 Meeting with Landholder John West  
Addressed within Item 9.2.
- 10.4 Administrative assistance for minute taking at PMWG & SC meetings  
The Barossa Council staff to assist.
- 10.5 TBC Casual pool staff – selection of appropriately skilled worker for UTLMP  
Addressed within Item 9.6.
- 10.6 Recruitment for additional community members for the UTLMP Committee  
J Troup confirmed that two Expressions of Interest have been received. One applicant is now unavailable due to ill health. The second applicant (who is also seeking employment) has been advised that the Committee position will not be an avenue for potential employment, therefore removing any potential conflict of interest.
- 10.7 Mount Pleasant Show  
K Thompson provided a verbal report.
- 10.8 Adelaide University Field Trip  
S Anderson provided a verbal report on the Field Trip conducted on 5 April 2016, involving approximately 90 students and 2 lecturers.

**MOVED R Gladigau**

That the General Business items be received and noted.

**Seconded G Donaldson**

**CARRIED**

**11 NEXT MEETING**

- 11.1 Steering Committee  
Thursday 2 June 2016 at 9:30am at Mt Pleasant Natural Resource Centre 132 Melrose Street, Mount Pleasant
- 11.2 Project Management Working Group  
Thursday 19 May 2016 at 9:30am at Mount Pleasant Natural Resource Centre 132 Melrose Street, Mount Pleasant.
- 11.3 CCRP Technical Steering Committee  
Date to be confirmed.

**12 CLOSURE**

There being no further business, the meeting closed at 12:02pm.

Confirmed

**Date:** .....

**Chairperson:** .....