

# Minutes

## Outback Communities Authority

15 November 2018

Meeting No. 81

Members:

C Woolford (Chair)

J Booth, M Fennell, J Fort, M Marsland, C Michelmore, T Roach



# Minutes

## Outback Communities Authority

Meeting held at the Outback Communities Authority Office, 12 Tassie Street, Port Augusta

15 November 2018 at 10.50 am

### Present:

C Woolford (Chair), J Booth, M Fennell, J Fort, C Michelmore, M Marsland (OCA Members)  
M Sutton (Director, OCA), B Gough and B Honan (OCA staff).

### 1. WELCOME/APOLOGIES

The Chair welcomed everyone to meeting 81 of the Outback Communities Authority (OCA).

The Chair confirmed that an apology has been received from Member Roach.

### 2. DEPUTATIONS/PRESENTATIONS

Nil.

### 3. DECLARATION OF INTEREST

Nil.

### 4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meeting held on 19 September 2018 were circulated.

**Moved by Member Fort**  
**Seconded by Member Michelmore**

*That the minutes of the Outback Communities Authority (OCA) meeting held on 19 September 2018, meeting number 79 as circulated to Members, be adopted as a true and accurate record of that meeting.*

Carried.

4.2 The minutes of the electronic meeting held during November 2018 were circulated.

**Moved by Member Fennell**  
**Seconded by Member Booth**

*That the minutes of the Outback Communities Authority (OCA) electronic meeting held during November 2018, meeting number 80 as circulated to Members, be adopted as a true and accurate record of that meeting.*

Carried.

4.3 Business arising from minutes.

4.3.1 Asset Sustainability Levy (Ref. agenda item 10, Meeting No. 73)

The Chair referred to the Director who confirmed that this matter remains ongoing.

4.3.2 Draft 2018-19 Business Plan and Budget (Ref. agenda item 6.1, Meeting No.75)

The Chair referred to the Director who advised that he and the Business Services Manager have requested that Corporate Finance, Department of Planning, Transport and Infrastructure (DPTI) work with the Department of Treasury and Finance to have the OCA forward estimates updated to reflect the OCA's business needs. This matter remains ongoing.

4.3.3 OCA Board Expenditure (Ref. agenda item 4.2.4, Meeting No.79)

The Chair referred to the Director who confirmed that this matter was discussed yesterday in a workshop format, therefore the matter can be removed from the Action Plan.

4.3.4 2018-19 Budget Monitoring Report (Ref. agenda item 6.5, Meeting No.79)

The Director tabled a response received from DPTI relating to staff entitlements. The Chair acknowledged that although this matter was discussed yesterday during a workshop, firm confirmation around staff entitlements remains unresolved. The Members agreed that the matter can be removed from the Action Plan, noting that the Director will continue to seek a more formal response from DPTI.

4.3.5 Member's Reports (Ref. agenda item 10, Meeting No.79)

Member Michelmore advised that he will provide information to the Chair in the near future regarding the forming of a working group relating to the OCA's strategic direction. The Chair confirmed that this matter is adjourned until the January meeting.

4.3.6 Presiding Members Report (Ref. agenda item 10, Meeting No.78)

The Director confirmed that he has received confirmation from the Manager, Protected Areas, Department of Environment and Water (DEW) advising that expenses relating to the Chair attending the Ediacaran World Heritage Consultant Reference group will not be met by DEW at this point in time, therefore the OCA will meet the costs incurred relating to travel expenditure.

5. ADJOURNED MATTERS

Nil.

## 6. OCA BUSINESS

### 6.1 Auditor-General's Report (Ref. N18-01/11)

The Chair referred to the Director who tabled correspondence received from the Auditor-General relating to the 2017-18 audit. The Auditor General identified three matters for attention which relate to:

- Board approval prior to incurring travel costs for Board Members;
- Purchase card delegated contract authority;
- Memorandum of Agreement between Department of Planning, Transport and Infrastructure and the OCA.

The Director advised that the three matters have been identified as having a low risk rating and all three matters are being addressed by the Office for the OCA resulting in the OCA Conduct of Business procedure and the Instrument of Sub-Delegation being amended, while the risks identified by audit will be factored into the review of the Memorandum of Agreement with DPTI. The Director also advised that a new internal process has been implemented relating to the processing of journals.

Member Michelmore acknowledged the effort by the Office for the OCA comparing past audit reports with the most recent report, noting the improvement.

The OCA:

- noted the Auditor-General's report;
- noted that a response to the Auditor-General will be provided outlining the matters raised; and
- agreed to accept periodic reports on progress toward full compliance with the Auditor-General's recommendations.

Carried.

### 6.2 Keep South Australian Beautiful (KESAB) Subscription (Ref. N18-02/11)

The Chair referred discussion to the Director who advised that he is seeking the OCA's approval to renew the annual subscription with KESAB. The Director confirmed that the OCA (and prior, the Outback Areas Community Development Trust) has enjoyed a long and positive relationship with KESAB. The Director also confirmed that of recent times outback communities such as Beltana, Penong and Innamincka have been recipients of KESAB awards.

**Moved by Member Marsland**  
**Seconded by Member Fennell**

*That the OCA resolves to:*

- *approve the renewal of the subscription with KESAB for 2018-19; and*
- *acknowledge that executive staff will engage with KESAB with a view to leverage better outcomes for outback communities.*

Carried.



6.3 OCA Code of Business – Procedures Update (Ref. N18–03/11)

The Chair referred to the Governance Manager who confirmed that the OCA Conduct of Business Procedure has been updated to provide more clarity to the implementation of the OCA Conduct of Business Policy.

Subject to amendments discussed during a workshop held earlier in the day to amend *conflict of interest* to *conflict of interest/duties* and to remove the reference to meeting in the section relating to Members attendance at conferences and functions, the OCA:

- noted the changes to the OCA Conduct of Business – Procedures as amended and will;
- familiarise itself with the procedures.

Carried.

6.4 Regional Development Australia Far North – Local Government Funding - Update (Ref. N18–04/11)

The Chair referred discussion to the Director who tabled the quarterly Local Government Core Funding Agreement report for the period 1 July 2018 to 30 September 2018.

The Board noted the summary of activities specific to the OCA's region that RDA FN have been involved in including assisting pastoral businesses diversify into tourism, assisting businesses with grant applications and providing ongoing support to Leigh Creek businesses and residents.

The OCA noted the quarterly Local Government Core Funding Agreement report provided by RDA FN for the period 1 July 2018 to 30 September 2018.

Carried.

6.5 2018-19 Budget Monitoring Report as at 31 October 2018 (Ref. N18–05/11)

The Chair referred discussion to the Director who tabled the Budget Monitoring Report as at 31 October 2018.

The Director spoke about the income and expenditure variances advising that:

- it is expected employee expenses will be under budget at 30 June due to resources at Leigh Creek not being finalised;
- supplies and services expenditure is higher than anticipated at this point in time due to maintenance carried out earlier than expected on the Community Waste Water Management System at Oodnadatta;
- ongoing monitoring of community assistance funding is required to ensure outback communities access funding made available through the Community Affairs Resourcing and Management agreements.

The Director confirmed that unfortunately the OCA's request for mid-year budget adjustments were not considered by the Department of Treasury and Finance as there was only high value amendments considered at this point in time, although advice received suggested that there may be a further opportunity in the second half of the financial year for lower value amendments to be processed.

The Chair referred to a workshop held on the previous day and acknowledged the work by staff in preparing the information.

The Outback Communities Authority noted the August 2018 Budget Monitoring Report.

## 7. URGENT BUSINESS

### 7.1 Isolated Children's Parents' Association – Federal Conference 2019

The Chair referred to the Director who tabled a request from the South Australian Isolated Children's Parents' Association (ICPA) for the 48<sup>th</sup> Annual ICPA Federal Conference being held in Adelaide on 31 July and 1 August 2019.

The Director confirmed that the OCA, and previously the OACDT, had historically supported federal conferences when hosted by the State Council. The Members noted the efforts by the ICPA to improve and sustain educational opportunities for families residing in the outback.

The Director advised that although there has not been a budget allocation this financial year to support the federal conference, \$2,000 has been allocated to the state conference. The Director added that he had recently received clarification from the SA ICPA that they support the reallocation of \$2,000 to the federal conference and SA ICPA will not be seeking further sponsorship for the state conference.

**Moved by Member Fennell**  
**Seconded by Member Fort**

*That the OCA resolves to:*

- *Provide \$3,000 sponsorship to the ICPA Federal Conference, reallocating the budgeted amount of \$2,000 for the SA ICPA State Council AGM to the Federal Conference plus an additional \$1,000;*
- *That up to an additional \$1,000 in kind promotional items be provided to the ICPA Federal Conference; and*
- *Approve up to 2 Board Members to attend the ICPA Federal Conference.*

**Carried.**

## 8. BUSINESS PLAN PROGRESS REPORT

The Chair referred discussion to the Director who tabled the 2018-19 Business Plan Action Plan.

The Director reviewed the 2018-19 Business Plan Action Plan and summarised achievements to date and anticipated outcomes as the financial year progresses.

The Director confirmed that the OCA was unsuccessful with its application to the Australian Government's Regional Growth Fund which would have resulted in improved mobile telephone telecommunications across the outback, although he did confirm that ongoing



discussions with Telstra are occurring considering other options. The Director confirmed that the OCA has sought feedback on the application process and advised that unfortunately the application will not be resubmitted due to resource implications and pressing timelines.

The Director advised that outback communities have been contacted to gauge interest on an outback forum; this will be followed up upon his return from annual leave, along with further follow up with the northern flinders communities regarding a proposal that may provide opportunities for cost sharing principles.

The Members noted the Business Plan Action Plan.

## 9. PRESIDING MEMBERS REPORT

The Chair advised that it is pleasing to note that the OCA's 2017-18 Annual Report was submitted to the Minister on time and congratulated the Office on this achievement.

The Chair reported that she attended the final meeting of the Climate Change Adaption project and although there was a general support of regional stakeholders, there isn't a desire to provide funding or resources to keep the project. Consultants who had provided support to the project have been thanked and their services and the project has been finalised.

The Chair advised that although she intended to attend the recent Ediacaran World Heritage Consultant Reference group meeting, she was advised of the scheduled SA Outback Roads Action Group (SAORAG) meeting on 2 November and felt it was more important to attend as Senator Bridget McKenzie, Minister for Regional Services, Sport, Local Government and Decentralisation would be attending the meeting with the Member for Grey, Mr Rowan Ramsey as part of a regional tour relating to dry conditions. This meeting provided the opportunity to convey disappointment that the OCA has not been included in receiving drought funding, although funding has been provided to Councils. The Chair confirmed that she has a follow up meeting scheduled next week with staff from the Hon. Senator Bridget McKenzie's office to discuss the criteria for the drought funding allocations.

On behalf of the OCA, the Chair thanked the organisers of the Flinders Ranges and Outback Tourism Forum 2018 held this week in Port Augusta. The forum included an excellent program which was well paced, providing the perfect opportunity for collaboration across the tourism industry.

The Chair advised that on 20 November she will attend a meeting with the Manager, Office of Local Government, the Director and Ms Margaret Howard, Manager Living Neighbourhoods and Travel Behaviour who will be relieving in the Director's position whilst he is away on leave.

The Chair reported that the National Radioactive Waste Management Facility site negotiations for both Kimba and Wallerberdina remain on hold awaiting the outcome of the Federal Court hearing on 30 January 2019 relating to the Kimba Council and the Barngala Native Title Holders.

## 10. MEMBERS REPORT

Member Fennell reported that he had recently attended a public forum held in Olary where Livestock SA, the Pastoral Board and the DEW participated. Member Fennell advised that during conversations at the forum there were assumptions that the OCA would have received drought relief funding, which has not been the case. Member Fennell congratulated the Olary community for the wonderful support provided at the forum.

Member Fort reported that there was a good outcome from the recent successful tourism forum held at Port Augusta from an OCA and Regional Development Australia Far North perspective.

Member Fort reported that she had attended the Company Director's Course update which provided a very good opportunity for discussions relating to corporate conduct, governance and culture.

## 11. DIRECTORS REPORT

The Chair referred discussion to the Director who tabled his report and confirmed that it is disappointing to confirm the OCA had been unsuccessful with its application to the Australian Government's Regional Growth Fund for a \$22.8 million project for improvements to regional telecommunications in progressing to the second phase. After meeting with RDA FN, the Director advised that both parties were not in a position to review and resubmit the application to the Australian Government's Building Better Regions Fund.

The Director confirmed that he will be away on leave as of 28 November up to and including 17 January 2019; Ms Margaret Howard will relieve in the position during the Director's absence (also referred to in the Chair's report).

The Director confirmed that he has received positive response to a proposed outback communities forum confirming that the office will monitor this matter during his absence.

The Director provided a brief overview of the meetings and activities that he has been involved in since the OCA's September meeting, including:

- meeting with the Chief Executive Officer, Roxby Downs Council to discuss collaboration opportunities;
- meeting with auditors to finalise the 2017-18 audit;
- attended three Leigh Creek Task Force meetings during October and November; and
- the SA Outback Roads Action Group.

The Director included in his report an operational update summarising the progress on current projects, including recent sport and recreational grant approvals, STARCLUB progress, Community Waste Water Management Systems at Marla and Oodnadatta, the Building Better Regions Fund (six new water stations) and the new public toilets to be located at Innamincka.

The Members noted the Director's report and the extensive activities that the Office for the OCA have been involved in since the September meeting.



## 12. CONFIDENTIAL ORDERS

The OCA resolved pursuant to the provisions of Section 10(8) Outback Communities (Administration and Management) Act 2009 that the OCA staff be excluded from attendance at this meeting to discuss Confidential Order CO-06.

**Moved by Member Michelmore**  
**Seconded by Member Fennell**

*That the OCA move into 'in camera' session to review CO-06.*

Carried.

The OCA discussed CO-06 relating to conflict of interest/duties of the Director. The OCA sought and considered advice from the Crown Solicitor and has developed and adopted a protocol and procedure by which the matter shall be managed.

**Moved by Member Marsland**  
**Seconded by Member Fort**

*That the OCA resolves:*

- *To take immediate action to manage any risk arising from the conflict of duties inherent in the fact that the OCA Director now also holds the position of Chair of the RDA FN;*
- *To appoint a Member of the OCA Board to work closely with the OCA Director on the detail of any matter arising in the OCA's dealings with RDA FN, especially any financial transaction involving the two bodies;*
- *To appoint Member Michelmore to take that role, until further notice;*
- *To agree to a protocol and procedure by which this matter shall be managed by the OCA Board and OCA Staff.*

Carried.

It is noted that the Motion was carried, five members voting in favour and one Member abstaining from voting.

**Moved by Member Michelmore**  
**Seconded by Member Roach**

*That the OCA further resolves:*

- *To formally adopt the protocol and procedure, as presented to the meeting, for managing any risk associated with the situation canvassed in the Crown Solicitor's advice dated 13 July 2018;*
- *To write to the Chair of the RDA FN, adopting the form of words prepared in draft form by Member Marsland, advising RDA FN of the OCA's decisions;*
- *To request Chair Woolford and Member Michelmore to discuss these matters, as soon as possible, with the OCA Director.*

Carried.

It is noted that the Motion was carried, five members voting in favour and one Member abstaining from voting.

Moved by Member Marsland  
Seconded by Member Unknown

*That Confidential Order-06 be released and the meeting resume out of camera.*

Carried.

### 13. DATE OF NEXT MEETING

The Members noted that the next scheduled meeting is a Teleconference scheduled for 20 December 2018, if required.

The meeting closed at 12.50 pm.