

Minutes
Meeting of Directors
Friday, 4th April 2008

Rydgess Esplanade, Corner The Esplanade & Kerwin Street, Cairns

The Chair recognised the passing of Mr Ian Stewart.

CLOSED SESSION	ACTIONS
1 & 1a – Financials	
June 2008 meeting: the budget will be presented in the financial reports which will form part of the Board business papers. BDO Kendall report suggested that the day to day accounts be managed on a daily basis.	
2 – Chair’s Remuneration and Position Description	
<p>Mike Berwick declared a conflict of interest and left the closed session.</p> <p>Moved: Bill Shannon Seconded: John Pollock</p> <p><i>That the Board agrees to increase the Chairperson’s stipend as recommended subject to benchmark confirmation of the salary range between \$20,000 to \$ 35,000 with an immediate increase to \$30,000 per annum and the development of a position description. The increase of the Chairperson’s stipend to \$30,000 is to be effective 4th April 2008.</i></p> <p>Carried Unanimously</p> <p>It was noted that the salary is in addition to the provision of a mobile phone, laptop and Next G card.</p>	<p>Peter Roberts will assist with providing the Board with a position description for the Chairperson’s position.</p> <p>Peter Roberts and the Program Support Officer to finalise the benchmarking and Position Description in an Out of Session paper.</p> <p>The next Board meeting to include an agenda item and business paper to discuss Director turn-over and the current appointment arrangements for each Board position.</p>

Attendance:	
<p>Directors:</p> <p>Mike Berwick (Chair)</p> <p>Peter Valentine</p> <p>Peter Rowles</p> <p>Cr Paul Gregory</p> <p>Bill Shannon</p> <p>Troy Wyles-Whelan</p> <p>Caroline Coppo</p> <p>Elsie Go-Sam</p> <p>Ken Atkinson</p>	<p>Staff:</p> <p>Rebecca Clear, A/Chief Executive Officer</p> <p>Kath Shurcliff, Manager Planning Systems</p> <p>Peter Roberts, Business Manager</p> <p>John Reghenzani, Program Leader Sustainable Agriculture</p> <p>Melissa Green, Program Support Officer</p> <p>Fiona George, Business Supervisor</p> <p>Marin Haldane, Project Management Coordinator</p>

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John Pollock	
Other Attendees: Mr Ian Adcock, Mitchell River Watershed Management Group Secretary	
Apologies:	
Allan Dale, Chief Executive Officer David Hinchley, Manager Community Engagement	
OPEN SESSION	ACTIONS
3. Traditional Owner Welcome to Country	
The Chair declared the Board Meeting officially open at 10.30 am. Mr Ken Reys, Gimuy Yidinji Traditional Owner conducted the Official Welcome to Country.	
4. Declaration of Conflicts of Interest	
Nil	
DECISION ITEMS	
5. Previous Minutes – Meeting of Directors 22nd February 2008	
Moved: Mike Berwick Seconded: Paul Gregory <i>That the minutes of 22nd February 2008 as presented be adopted.</i> Carried unanimously	
6. Business Arising from Item 5	
Nil	
7. Board Meeting Actions List	
Caroline has spoken with Don Pollock of NQACC who will initiate discussions with Terrain NRM CEO Allan Dale. Moved: Mike Berwick Seconded: Caroline Coppo <i>That the actions list as presented be received.</i> Carried unanimously	
8. Correspondence	

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<p>Moved John Pollock Seconded Peter Valentine</p> <p><i>It was resolved to note incoming and outgoing correspondence as presented.</i></p> <p>Carried Unanimously</p>	
<p>9. Adoption of Financial Reports</p>	
<p>Moved: Bill Shannon Seconded: Ken Atkinson</p> <p><i>That the financial reports as presented in the closed session be received.</i></p> <p>Carried Unanimously</p> <p>It was noted that financials be discussed in a closed session and that the reports be a publicly viewable document.</p>	
<p>DISCUSSION ITEM</p>	
<p>10. Environmental Offsets</p>	
<p>The presentation and business paper were noted by the Board. Daniela has encouraged Directors to provide her with some feedback and comments to assist in drafting the Environmental Offsets policy for discussion at the Corporate Planning Workshop.</p>	
<p>DISCUSSION/DECISION ITEMS</p>	<p>ACTIONS</p>
<p>11. “Caring for our Country” – recent funding announcement</p>	
<p>Mike Berwick presented a copy of the briefing presentation given in Brisbane 3rd April 2008 outlining the <i>Caring for our Country</i> program.</p>	<p>Melissa Green to provide a copy of the presentation by email to the Directors and the Management Team.</p>
<p>12. Chair’s Report</p>	
<p>The Chair focused on updating the Board on the current information available regarding the Caring for our Country program and the finalisation of the RIS.</p>	
<p>13. Chief Executive Officer’s Report</p>	
<p>The CEO’s report was noted.</p> <p>Penny Scott provided the Board with an update on the Degree Celsius joint venture and the upcoming public call for expressions of interest in the program.</p>	<p>Penny Scott will ensure that the Degree Celsius information pack will be provided to all Directors prior to the public call for expressions of interest.</p>

INFORMATION ITEMS – OPERATIONAL REPORTS	ACTIONS
14. Planning Systems Unit Update	
The report was noted.	
15. Corporate and Commercial Services Update	
The report was noted.	
16. Community Engagement Unit Update	
The report was noted.	
DECISION ITEM – EMERGENT ITEM – Regional Investment Strategy	
<p>As a result of the tight time frames issued by the Commonwealth in relation to providing a Regional Investment Strategy (RIS) by close of business Monday, 7th April 2008 it was agreed that the Unit updates be noted and the time re-allocated to prioritising the RIS working draft (appendix A). The items in the appendix A have been noted as priority 1, 2 or 3 (with 1 being very high and 3 being low).</p> <p>Moved: Mike Berwick Seconded: Peter Valentine</p> <p><i>That the Board endorse the draft Regional Investment Strategy proposal (attached) and instruct the staff to finalise the proposal.</i></p> <p>Carried Unanimously</p>	
16a. TOAC Review Update – Mr Dermot Smyth, Consultant	
Dermot provided an overview of the TOAC review process and timeframes.	
17. Programs and Partnerships Unit Update	
The report was noted.	
17a. Communications Update	
The report was noted.	
18. Sustainable Industries Unit Update	
The report was noted.	
DECISION ITEM	
19. Next Meeting Date and Corporate Planning Workshop Date	

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Moved: Mike Berwick **Seconded:** Ken Atkinson

That as a matter of procedure, the Out of Session paper be adopted noting the cancellation of the Corporate Planning Workshop and to reflect the Directors' agreement in holding this Board meeting on 4th April 2008.

That the Directors and Management Team hold a pre-Corporate Planning Workshop with Consultant Helen Stanton from 5.00pm on 8th May 2008 followed by a dinner. The Corporate Planning Workshop for Directors and the Management Team be held on 9th May 2008 at the Rydges Esplanade, Cairns.

That the next Meeting of Directors be confirmed with an Out of Session paper with the meeting to be held in Kuranda as previously agreed.

Carried Unanimously

ABORIGINAL RAINFOREST COUNCIL (ARC) UPDATE – EMERGENT ITEM

Terrain notes the verbal report from the A/CEO on the current status of the ARC and that a strategy has been put in place to allow our contractual obligations to be met since ARC was placed under Administration.

The Chair closed the meeting at 5.15pm.

These Minutes confirmed as a true and correct record at the Directors' Meeting held 27th June 2008.

Signed _____
Mr Mike Berwick, Chair Terrain NRM