

The Chair opened the meeting at 9.00am.

ATTENDANCE	
<p>Directors: Mike Berwick (Chair) Peter Valentine Peter Rowles Cr Paul Gregory Bill Shannon Troy Wyles-Whelan Caroline Coppo Elsie Go-Sam John Pollock</p>	<p>Staff: Allan Dale, Chief Executive Officer Rebecca Clear, Manager Programs & Partnerships Kath Shurcliff, Manager Planning Systems Peter Roberts, Business Manager John Reghenzani, Program Leader Sustainable Agriculture David Hinchley, Manager Community Engagement Colleen McIntosh, Program Support Officer Rowena Grace, Biodiversity Program Planner Lyle Johnson, NRM Coordinator Indigenous</p> <p>Other Attendees: Cr Jenny Jensen, Marcus Bulstrode, Cr Pat Lynch, Ray Byrnes, Doon McColl, Cathy Retter, Elaine Harding</p> <p>Apologies: Ken Atkinson</p>
CLOSED SESSION	ACTIONS
1 – Adopt Financial Reports & March roll-over of budget	
<p>Moved: Bill Shannon Seconded: Peter Valentine <i>That the Financial Reports be adopted as presented.</i> Carried Unanimously</p>	
OPEN SESSION	ACTIONS
2 – Traditional Owner Welcome to Country	
<p>The chair declared the Board Meeting officially open at 9am Mr Gerald Hobbler, Djabugay Traditional Owner conducted the Official Welcome to Country</p>	
DECISION ITEMS	ACTIONS
3 – Declaration of Conflicts of Interest	
Nil	
4 – Confirmation of Directors’ Meeting Minutes, 4th April 2008	
<p>Moved: Paul Gregory Seconded: John Pollock <i>That the minutes of the Directors’ meeting held 4th April 2008 be</i></p>	

<i>confirmed as a true and correct record subject to any changes as recommended by the Directors.</i>	
Carried Unanimously	
5 – Business Arising from Item 4	
NII	
6 – Board Meeting Actions List	
Moved: Seconded: <i>That the Board meeting actions list be received as presented.</i>	
Carried Unanimously	
7 – Correspondence	
Moved: Caroline Coppo Seconded: John Pollock <i>It was resolved to note incoming and outgoing correspondence as presented</i>	
INFORMATION ITEM	ACTIONS
8 – Local Government Engagement update	
<i>The report presented by Kath Dryden was noted</i>	
DISCUSSION ITEMS	ACTIONS
9 – Chair’s Report	
Mike presented an overview of the current state of play in the Caring for Country program arrangements. The Board noted and approved of Mike’s role with RGC. Report noted	Copy of Horizons Papers to be sent to Directors
10 – Chief Executive Officer’s Report	
<i>The CEO’s report was noted.</i>	
11 – Director’s Report – Special Assignment Indigenous Prospective on the Review of the National Biodiversity Strategy Conference	
<i>The Indigenous Director’s verbal report was noted</i>	
Other Director Reports: <i>John Pollock provided a brief update on Marine and Coastal issues.</i>	
OPERATIONAL REPORTS from PROGRAM UNITS	ACTIONS
12 – Planning Systems Unit	

<i>The Planning Systems Unit update was noted</i>	
13 – Community Engagement Unit	
<i>The Community Engagement Unit update was noted</i>	David to contact Moni about involving Caroline and Troy in Masters program
14 – Sustainable Industries Unit	
<i>The Sustainable Industries Unit update was noted</i>	
15 – Programs & Partnerships Unit	
This Item was postponed due to time constraints	
DECISION ITEMS	ACTIONS
15a – Board Policy & Procedures manual	
This Item was postponed due to time constraints	Rebecca to email the draft Board Operations Policies and Procedures to Directors for comment. Colleen to circulate final draft through Out of Session for approval.
15b – Risk Management Strategy	
This Item was postponed due to time constraints	Rebecca to email the draft Risk Management Strategy to Directors for comment. Colleen to circulate final draft through Out of Session for approval.
15c – HR Manual	
Moved: John Pollock Seconded: Troy Wyles-Whelan <i>That the HR Manual be adopted.</i> Carried Unanimously	
16 – Environmental Offsets Policy	
Presentation given by Elaine Harding	Allan, Dani & Rowena to meet with Elaine to review the report in detail and present the framework to next meeting. Suggested

	that a workshop be held Colleen to send an electronic copy to Directors
DISCUSSION ITEM	ACTIONS
17 – Far North Queensland Area Consultative Committee Presentation by Mr Fred Marchant	
Report by Fred Marchant was noted	
DECISION ITEMS	ACTIONS
18 – SISP Recommendations	
<p>Moved: Paul Gregory Seconded: John Pollock</p> <p>That the Board:</p> <ol style="list-style-type: none"> 1. Request the SISP embark upon the recruitment process for the Chairperson, Director World Heritage and Director Other (Upper Herbert). 2. Endorse an honorarium payment of \$500 for the SISP Chairperson and \$400 for SISP members for the 2008 Director recruitment process. 3. Endorse an additional honorarium payment and the reimbursement of out of pocket expenses for the SISP Chair and members to attend scheduled SISP meetings for the 2008 Director recruitment process, as per the Board's Remuneration and Reimbursement policy for Board Advisory Panels and Committees. 4. That the CEO review section 14 of the Company's Constitution and provide recommendation to Directors on the updates required via Out of Session approval. Any proposals for a constitutional change will need to be presented to Members for endorsement at the 2008 AGM. <p>Carried Unanimously</p>	
19 – TOAC Review Recommendations	
<p>That recommendations of the TOAC Review by Dermot Smyth be supported in principal and that CEO be asked to provide implementation recommendations in an Out of Session Paper.</p> <p>Moved: Bill Shannon Seconded: Paul Gregory</p> <p>Carried Unanimously</p>	

<p>20 – Draft Corporate Plan</p>	
<p>Directors endorsed the following statements for the Corporate Plan on a Page.</p> <p><i>Vision:</i> An economically, socially and culturally rich Wet Tropics community thriving in a healthy, biodiverse and sustainable environment.</p> <p><i>Mission:</i> Facilitate our community's commitment and understanding to achieve ecologically sustainable natural resource use.</p> <p><i>What Terrain Do:</i> Supports the responsible management of landscapes and biodiversity and influences policy and planning to build landscape resilience within the region and beyond. Terrain achieves this by:</p> <ul style="list-style-type: none"> • Working with the community • Building partnerships • Supporting landscape rehabilitation and sustainable industries • Gathering and applying local knowledge & science • Investing in regional communities and our environment <p>Directors also accepted the business plan documents (attachments 4-6) as presented and approved final payment for Stanton Solutions Pty Ltd (less \$1,000).</p>	
<p>21 – Organisational Review : CLOSED SESSION</p>	
<p>Directors agreed with the organisational review in principal, although requested that we hold off on an external review until additional funds became available.</p> <p>Directors requested the CEO to address immediate issues in the short term and provide Directors with a written update on the list of issues in draft terms of reference at the next board meeting.</p> <p>Moved: Bill Shannon Seconded: Troy Wyles-Whelan</p>	
<p>22 – Out of Session Papers and Next Meeting Date and Location</p>	
<p>Moved: Peter Rowles Seconded: Peter Valentine <i>That Out of Session Papers 28, 29, 30 & 31 be adopted as presented.</i></p> <p><i>That the next Board meeting be held on 29th & 30th August 2008 in Innisfail – Moved Troy Wyles –Whelan Seconded Paul Gregory</i> Carried Unanimously</p>	

These Minutes confirmed as a true and correct record at the Directors' Meeting held 29th August 2008.

Signed _____
Mr Mike Berwick, Chair Terrain NRM