

<b>ATTENDANCE</b>	
<p><b>Directors:</b> Mike Berwick Peter Rowles Keith Noble Peter Valentine Dave Hudson Joann Schmider Ryan Donnelly Ken Atkinson Julia Leu</p>	<p><b>Staff:</b> Carole Sweatman, CEO Michelle Nusse, Corporate Services Manager Bronwen Hickman, Senior Finance Officer</p> <p><b>Other Attendees:</b></p> <p><b>Apologies:</b> Troy Wyles Whelan</p>

## Friday 25 February 2011

<b>OPEN SESSION</b>	<b>ACTIONS</b>
<b>The Chair declared the meeting open at 8.35 am</b>	
<b>1a – Traditional Owner Welcome to Country</b>	
Marita Budden gave the Traditional Welcome to Country on behalf of Elsie Go Sam, traditional NgadjonJii Elder.	
<b>1b -Welcome to Julia Leu</b>	
Mike Berwick welcomed Julia Leu to the Terrain Board. Julia has been appointed as the Director - Local Government.	Carole Sweatman to organise induction
<b>CLOSED SESSION</b>	
<p><b>2. Strategic Planning Session</b></p> <p><b>Closed Session – Board Members only</b></p> <p>The Board held a closed session to discuss the strategic direction for Terrain as a follow up to the meeting on the 28 January 2011 and to discuss the outcome of the staff day on 24 February 2011.</p> <p>Carole provided board with a presentation which included details of:</p> <ul style="list-style-type: none"> <li>• How Terrain prepared and recovered from TC Yasi; and</li> <li>• The key findings from Carole's meetings with Terrain Staff and Members</li> </ul> <p>Carole also referred to board to the table showing the outcome of the staff feedback from the previous day</p> <p>Yasi response - Joann recommended it would be useful to build on Lessons from Larry by pulling together information from Yasi key documents and reports (including DERM and WTMA) for a Regional approach to cyclone recovery.</p>	<p>Mike Berwick to raise the issue of Terrain membership on the Premier's taskforce.</p> <p>Board members to forward comments to Mike regarding his briefing to the Premier's advisor</p>

<p>The board discussed the need to gather information from projects that were established after Larry to build cyclone resilience in the region with a particular focus on projects that have now proven to be successful eg; trelising trees, taking tops of bananas etc.</p>	
<p><b>3. Corporate Services Update</b></p>	
<p><b>Closed Session – Board Members only</b> <u>Part 1 Audit Committee</u> <b>Motion:</b> The Board nominated Keith Noble as a permanent member to the Audit committee given his role as Company Secretary. On the basis of Keith’s appointment, there is no further requirement for a ‘rotating’ member of the Audit Committee, however Board members are able to attend if interested. <b>Moved: Dave Hudson                      Seconded: Julia Leu</b> <b>Carried Unanimously</b></p>	
<p><u>Part 2 Human Resources and Remuneration Committee</u> Joann Schmider as chair of the HR Committee pointed out that:</p> <ul style="list-style-type: none"> <li>• The Directors were provided with a copy of the minutes from the meeting as well as the draft CEO Contract which has been endorsed by the HR Committee.</li> <li>• Joann highlighted the outcome of the staff day on 24 February 2011 regarding the need for the board to nominate employer representatives for the employee agreement bargaining unit.</li> </ul> <p><b>Motion:</b> The Board endorsed the CEO Contract and agreed that the Chairman would now proceed to final negotiations with the CEO. <b>Moved: Joann Schmider                      Seconded: Peter Rowles</b> <b>Carried Unanimously</b> <b>Motion:</b> The board nominated Michelle Nusse and Carole Sweatman with Joann Schmider and Peter Rowles to be the Directors representing Terrain in the employee agreement bargaining process. <b>Moved: Dave Hudson                      Seconded: Julia Leu</b></p>	
<p><u>Part 3 Financial Statements for the period 1 July 2010 to 31 December 2010</u> Peter Rowles asked about Paddock to Reef as the funding had come in during the last quarter but no expenses had been incurred. Carole explained that the funds from Paddock to Reef are there to pay contractors and the payments to these contractors were processed in January 2011 so do not appear in these financial statements.</p>	

<p><b>Motion:</b> The Board adopt the financial reports for the period 1 July 2010 to 31 December 2010. <b>Moved: Mike Berwick                      Seconded: Keith Noble</b> <b>Carried Unanimously</b></p>	
<p><u>Part 6 Membership</u> A membership application from Yungaburra Landcare Group has been received. <b>Motion:</b> That the application is endorsed. <b>Moved: Peter Rowles                      Seconded: Dave Hudson</b> <b>Carried Unanimously</b></p>	<p>Action – Board to be advised of the number of members on this Landcare group.</p>
<b>4 – Declaration of Conflict of Interest</b>	
<p>It was agreed that in future the Declaration of Conflict of Interest should be the first agenda item and that to allow for proper declaration, the agenda needs to be sent to the board members before the board papers. If during a meeting a conflict of interest arises, the process is for that board member to remove themselves from the decision making process.  No conflicts of interest were declared.</p>	<p>Action – update Agenda template to ensure Dec of Conflict of Interest always first.</p>
<b>5 – Confirmation of Directors’ Meeting Minutes, 26 November 2010</b>	
<p>Joann asked for a minor change to item 11 to say that RAPA “includes” (not ‘is’) the amalgamation of TOAC and RAAC.  Peter Valentine asked for the dates regarding field trips and meetings to be altered as per his email to the board support officer.  <b>Motion:</b> That the minutes of the Directors’ meeting held 28 November 2010 be confirmed as a true and correct record subject to any changes as recommended by the Directors.  <b>Moved: Peter Valentine                      Seconded: Joann Schmider</b> <b>Carried Unanimously</b></p>	<p>Action – Proposed dates for next meetings and field trips be circulated to Board members ASAP to ensure dates can be locked in.</p>
<b>6 – Business Arising from Item 5</b>	
<p>It was agreed that the field visits for the board are to be organised to include the WTMA board and that the visits would now to be to the cyclone affected areas. The visits need to be set for the following months:</p> <ul style="list-style-type: none"> <li>• Tully/Cardwell/Mission Beach - Late May to early June</li> <li>• Mossman - September</li> </ul>	<p>Action – Peter V to advise if WTMA is agreeable to a joint field trip with the Terrain Board and then liaise with Terrain to confirm a date</p>

<b>7 – Board Meeting Actions List</b>	
<p>Joann mentioned that the action item relating to support for Jabalbina governance should be from Terrain and not RGC and that this should be progressed. The rest of the action items were updated.</p> <p><b>Motion:</b> That the Board meeting actions list be received as presented.</p>	
<b>8 – Correspondence</b>	
<p>The board noted that due to the resignation letter received by Terrain was from Eliza Morta – the Indigenous representative on the SISP. The replacement process will need to commence ASAP to ensure adequate representation during the 2011 recruitment process.</p> <p><b>Motion:</b> That the Board note incoming and outgoing correspondence as presented</p>	<p>Action – commence process to replace the SISP member</p> <p>Action – Advise Board members of Directors due for retirement at the end of 2011.</p>
<b>9 – Chair’s Report</b>	
<p>Mike updated board on Terrestrial Carbon and his trip relating to the roll out of the carbon farming initiative. Mike had a meeting with DAFF, the Greens, the Farmers Federation, Sarah Ryan and Allan Dale and the outcome included:</p> <ul style="list-style-type: none"> <li>• Government (DAFF) want the 56 Landcare Facilitators to have a dual role in relation to carbon farming which all NRMs feel will not work.</li> <li>• There has been good recognition about the role of regional plans.</li> <li>• There are concerns about the carbon plan involving large scale mono culture plantings.</li> <li>• On 24 February the government announced the carbon tax and there is concern that these funds will be retained by Treasury.</li> <li>• The push now has to be on allowing an option of carbon credits to counterbalance the tax.</li> <li>• It is clear that working with the Greens is important in carbon arrangements.</li> </ul> <p>Mike also touched on the cyclone recovery meeting organised by DERM. The outcome of this included:</p> <ul style="list-style-type: none"> <li>• Role of regional bodies was well recognised.</li> <li>• DERM have asked Terrain to sit on the advisory group to help with the landscape component of the road to recovery.</li> <li>• Minister has also asked for an informal advisory group.</li> </ul> <p>Mike is about to go to Brisbane next Tuesday to discuss carbon with Ross Garnaut. The following week Mike is going to Canberra to:</p> <ul style="list-style-type: none"> <li>• Examine the Performance reports for the 14 regions as part of his role on the</li> </ul>	<p>Minutes from the statewide cyclone recovery meeting to be put on the intranet once finalised.</p> <p>Mike to put up the CfoC review issues papers on the intranet.</p>

<p>joint steering investment panel.</p> <ul style="list-style-type: none"> <li>• Attend the chairs forum with the big issues including governance, environmental accounts and carbon.</li> <li>• Discuss the expansion of Degrees Celcius from a Terrain Joint Venture to a national Joint Venture.</li> <li>• Visit with the Federal Government on Carbon legislation and carbon farming roll out.</li> </ul> <p>Mike also highlighted that in relation to the CfoC that there is now a discussion paper requesting input – which can be found at <a href="http://www.nrm.gov.au/review/index.html">http://www.nrm.gov.au/review/index.html</a>.</p>	
<p><b>10. CEO's Report</b></p>	
<p>Carole pointed out that the review of 'Caring for our country' is available on the Australian government NRM website (<a href="http://www.nrm.gov.au/review/index.html">http://www.nrm.gov.au/review/index.html</a>). Carole also mentioned that there has been a shuffle of the state government Ministers which has an impact on Terrain and referred the board to the administrative arrangements order at <a href="http://www.premiers.qld.gov.au/government/our-governments-structure.aspx">www.premiers.qld.gov.au/government/our-governments-structure.aspx</a>.</p> <p>Peter Valentine mentioned that he is pleased with the cooperation between WTMA and Terrain on a number of different issues and he expressed his appreciation to Carole for her efforts on this front.</p>	
<p><b>11 – TOAC Report</b></p>	
<p>Joann and Carole gave an update on the current status of TOAC. It was explained that in March 2010 TOAC and RAAC agreed to amalgamate and, with other TO networks, function through the Rainforest Aboriginal Peoples' Alliance (RAPA) being established. To discuss TOAC and RAPA, TOAC were to have a meeting prior to the Board meeting but were unable to get quorum. WTMA is having RAAC meeting next week to discuss RAAC and RAPA.</p> <p>Joann referred to the minutes from 26 November 2010 at point 11. With the cancelled Feb TOAC meeting and without being able to convene the Indigenous team meeting including Indigenous directors, Joann and Carole discussed the standing decision from the Board November 2010, which can be reaffirmed, as follows:</p> <ol style="list-style-type: none"> <li>1. Along with the (Nov 2010) TOAC paper, a paper clarifying what Terrain wants from Traditional Owner Engagement taking into account what Terrain is seeking to achieve with the Aboriginal Plan, and with a view to a new paradigm/best practice for Terrain's community engagement with TOs.</li> <li>2. Terrain's staff be clear about implications this has for current involvement with WTMA's progression of matters.</li> <li>3. Terrain advises Girringun Aboriginal Corporation, Jabalbina Yalanji Aboriginal Corporation, and CWTICACC it is prepared to practically support the partners to RAPA meeting together about current developments.</li> </ol> <p>It was agreed there be an appropriate closure process for TOAC.</p>	<p><b>ACTION –</b></p> <p>Joann is endorsed to talk with Girringun and Aboriginal delegates at upcoming RAAC meeting.</p> <p>Carole convene the Indigenous Team meeting including Directors – Indigenous to progress this, and other, TO business.</p> <p>Steve McDermott and Lyle Johnson to draft the Terrain TO (RAPA) engagement paper referred to at point 1, in preparation for the RAPA forum.</p> <p>Steve McDermott to make an offer to Girringun to provide financial support for a</p>

<p>To expedite this matter, it was agreed that it may be easier to organise for TOAC delegates to have a final meeting as part of the upcoming RAPA forum.</p>	<p>TO RAPA forum to be held before June 30 2011 to progress RAPA's incorporation. Funds to be taken from TOAC budget.</p>
<p><b>12 – IAG Report</b></p>	
<p>No meeting was held</p>	
<p><b>13 – Narrative Reports</b></p>	
<p>There was a discussion regarding the two Terrain narrative reports for Q2 Coasts &amp; Country and Reef Rescue which were provided to board members as part of the board papers. John Reghenzani further clarified some of the Reef Rescue statistics.</p>	
<p><b>14 – Other Business/</b> <b>Confirm Next Meeting Date Friday 27 May 2011 – Cairns</b></p>	
<p>Peter Rowles wanted to know about the Cassowary and pig trapping issue. Carole gave an update and Terrain/DERM will still review the guidelines around pig trapping to avoid cassowaries becoming trapped. The Mission Beach Habitat Network Actions Plan committee will be an important part of the review process. TC Yasi has delayed this review, but also highlights the importance of continuing the pig management program.</p> <p>There was a discussion about board access to the intranet and Carole suggested getting the boards log ins reactivated and set up specific Board section on the intranet. Also to invite Michele Dale to give a presentation at the next meeting on the intranet.</p>	<p><b>ACTION – set up a separate Board section on the intranet for all Board relevant information – ie one stop shop for Board members</b></p> <p><b>ACTION - Invite Michele Dale to next meeting to give presentation on intranet at the next Board meeting.</b></p>
<p>The meeting was declared closed at 3.50pm</p>	

These Minutes confirmed as a true and correct record at the Directors' Meeting held 25 February 2011.

Signed \_\_\_\_\_  
Mr Mike Berwick