

**FNQ NRM Ltd Directors Meeting
7 June 2004, 9:00 AM – 5:00 PM
Terrace Room, Holiday Inn, Cairns
Ratified Minutes**

Present

Cr Mike Berwick	Chair
Ken Atkinson	Upper Herbert
Cr Ray Byrnes	Local Government
Caroline Coppo	Community / Catchment
Peter Stanton	Conservation
Bill Shannon	Industry
Troy Wyles-Whelan	Traditional Owners
Chris Gloor	Coastal & Marine
Peter Valentine	World Heritage

Staff & Advisors

Brad Dorrington	Executive Officer, FNQ NRM LTD
Rachel Wicks	Operations Manager, FNQ NRM LTD
Angie Gattera	Client Services Manager, FNQ NRM LTD
Leanne Materman	Client Services Officer, FNQ NRM LTD

Apologies

Mike Bradby	DNRM&E
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Presenters / Guests

Geoff McDonald	Plan Team/CSIRO
Nigel Weston	Plan Team/Rainforest CRC
Libby Larsen	Plan Team/Rainforest CRC
John Reghanzani	BSES
Geoff Dyne	DEH/Australian Government
Neil Sing	DPI

1. Welcome and Apologies

1.1 Welcome WH Director Designate

The meeting was opened at 9.20 am.

The board welcomed agency representatives to the meeting.

1.2 Ratify ISC Recommendation

Note: Peter Valentine temporarily left the room

Resolution: That the Board accepts the Selection Committee report and Welcomes Peter Valentine.

2. Confirmation of Previous Minutes (16 April 2004)

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Previous minutes amendments –

- Page 1 - Sonia Maley – add TBL Vision Pty Ltd.
- Page 5 – add Geoff McDonald's surname.
- Page 5 - Change the wording to *if* the board.

Resolution: The minutes were adopted with the above amendments.

3. Business Arising

3.1 DPI Natural Resources Policy

It was noted that there is a need to align communications and terminology used by both DPI and FNQ NRM LTD regarding this matter.

3.2 Greening Australia Workshops

Geoff Dyne advised the board that the Greening Australia workshop that was to be held in Atherton has been deferred. The total value of the Greening Australia support contract is \$900 000.

3.3 Further Business Arising

No further business was noted.

4. Correspondence

4.1 Significant Correspondence

Action: The draft letter of response to BRICMA to be amended to reflect that Ray Byrnes has been replaced as Eacham Shire Council representative.

Action: The website to be updated as a priority

Action: Respond to the letter for Department of Environment and Heritage DEH specifically:

- Question that “threat” is a suitable criteria for determining biodiversity hotspots.
- Note that the Wet Tropics is a biodiversity hotspot of global significance.

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4.2 Media Report

Action – letter of congratulations to be prepared and forwarded to Bruce Corcoran re article 19 April, regarding positive publicity obtained for sustainable farming systems.

5. Finance Committee Report

5.1 March 2004 Financial Statement

Resolution: That the March 2004 Financial Statement is adopted as presented.

5.2 April 2004 Financial Statement

Resolution: That the April 2004 Financial Statement is adopted as presented.

5.3 Pre-Accreditation Budget

Resolution: That the Pre-Accreditation Budget is endorsed as presented.

5.4 CRC Budget

Resolution: That the CRC Budget is endorsed as presented, with the recognition that further adjustments may be necessary.

Action: That the board refer the matter of Regional Body consultation in developing the proposed “Reef and Rainforest Institute” to the RGC.

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5.5 Finance Committee Activities

Bill Shannon noted that at least one contractor retained by the company could possibly be regarded as an employee under Australian Taxation Office (ATO) guidelines.

Resolution: That the matter of determining the status of contractors is referred to the Finance committee.

Bill Shannon noted that guidelines for expenditure need to be formally established. Cr Ray Byrnes proposed that the criteria for expenditure approval should include:

- Consistent with Company Objectives
- Within approved budgets
- Not likely to be perceived as controversial or contentious. The Executive Officer to exercise discretion and refer such items to Finance Committee for advice.

Resolution: That the Finance Committee ensures expenditure approval procedures are consistent with these criteria.

6. Constitution Committee Report

6.1 Draft Constitution

Resolution – That section 14.10a remains and sections b and c be removed.

Resolution – That the Independent Selection Committee (ISC) Terms of Reference are inserted in to the Constitution.

Resolution – That the term “*directors Sub-Regional*” is replaced with *Directors-Other* and 14.1h changed from “*certain expertise*” to “*specific expertise*”.

Resolution: That the name “*Natural Capital Trust*” is replaced with the term “*The Fund*”.

Resolution: That reference to the National Action Plan for Salinity and Water Quality (NAP) is deleted.

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6.2 Membership Body Formation

Resolution: That all identified groups be invited to join the Company as Ordinary Members by way of a letter from the Chair.

6.3 Affiliate Membership Program

Appendix 9 Affiliate Membership Program was tabled by Chris Gloor for consideration of the Board.

Action: Chris Gloor to develop a strategy for the formation and launch of the Affiliate Membership Program.

7. Plan Committee Report

7.1 Consultation Update

The draft text for this report was noted

7.2 Proposed Consultation Activities

Action: The concept of an “AgForum” or “Farmers Forum” to be further developed as an engagement mechanism for primary industry.

Resolution: That a committee is formed to guide industry engagement initiatives comprising: Ken Atkinson, Bill Shannon, Cr Ray Byrnes, and Caroline Coppo.

7.3 Aboriginal Plan Update

Presented by Libby Larsen. The Board thanked Libby for her presentation and noted progress with the Aboriginal Plan.

7.4 Plan Prioritisation

Action: Nigel Weston to distribute revised scoring sheets to Directors, for completion by the end of the week.

7.5 Vision Statement

7.6 Draft Plan

Action: A further draft to be distributed to the Board on 21 June 2004, with the final draft available on 25 June 2004.

8. Executive Officer’s Report

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8.1 Partnerships and Alliance Building

Resolution: That proposed membership database management is endorsed as a desirable service for the Board to provide to groups, with due regard to Privacy Act Requirements.

8.2 Human Resources Planning

Report noted; the Board to be kept apprised of total staff numbers and other staff matters.

Resolution: That a twelve month lease is secured for the Company Office.

8.3 SEGRA Conference

Report noted.

8.4 Business Cards

Resolution: That Directors business cards will contain the Company mailing address and telephone number. Mobile phone numbers and e-mail addresses are to be included at Directors discretion.

9. General Business

9.1 IFA Funding Process

Action: A report to be prepared for the Board reviewing the process for development of the IFA funding proposal.

9.2 NLP Funding Process

Action: That a letter of appreciation is to be forwarded to Minister Truss.

**9.3 WTMA request for advances against IFA Project -
Completion of Fine Scale Vegetation Mapping**

Resolution: Recommendation of the further cash advancement of \$10,000 from the Interim Funding Agreement approved.

9.4 Vegetation Incentives Program

Resolution: That the company will tender for Vegetation Incentives Program (VIP) management contract.

9.5 Wetlands Protection Program

Verbal update from Mike Berwick noted.

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9.6 Nitrogen Scheduling Tool

Request for funding support for this project.

Action: A letter to be forwarded to the Malanda and Upper Johnstone Landcare Group expressing support for the project, however explaining that the Board currently has no mechanism available to provide funding. Once the Plan is accredited funds will become available for on ground projects and actions.

9.7 Further Business

Resolution: That the Joint Meeting with North Region Coordination Group (NRCG) is confirmed for 1 & 2 July in Ingham. The subsequent Board meeting will be held at Malanda on 28 & 29 July 2004.

10. Presentations

10.1 John Reghanzani, BSES

The Board thanked John for his presentation and noted that adoption of his research would result in a quantum leap towards achieving water quality resource condition targets.

Action: That a letter of support be provided and options to facilitate completion of the research encouraged and assisted.

11. Close

The meeting was closed at 5.30pm.

Minutes ratified at the Director's Meeting held 2 July 2004.

Signed _____

Cr Mike Berwick, Chair FNQ NRM Ltd.