
M E E T I N G M I N U T E S

Committee **Gawler River Floodplain Management Authority**
Held On **Thursday 16 August 2018 at 9.45 am**
Location **The Town of Gawler, Gawler .**

WELCOME

Mr Ian Baldwin formally welcomed Board Members, Deputy Board Members, Observers and the Executive Officer and opened the 105th meeting of the Board.

PRESENT

*Mr Ian Baldwin, Independent Board Member, Chair
Mr Marc Salver, Adelaide Hills Council, Deputy Board Member
Cr Malcolm Herrmann, Adelaide Hills Council, Board Member
Mayor Bob Sloane, The Barossa Council, Board Member
Mr Gary Mavrinac, The Barossa Council, Board Member
Cr Denis Davey, City of Playford, Board Member
Mr James Miller, Adelaide Plains Council, Board Member
Cr Mel Lawrence, Adelaide Plains Council, Board Member
Cr Adrian Shackley, Town of Gawler, Board Member
Mr Ben De Gilio, Town of Gawler, Deputy Board Member
Mr Andrew Philpott, Light Regional Council, Deputy Board Member
Mr David Hitchcock, Executive Officer*

GRB 18/53 Observers

Moved: Cr D Davey Seconded: M Lawrence

That, Cr Terry-Anne Keen, Adelaide Plains Council, Cr Shirley Halls, City of Playford, and Mr. Greg Pattinson, City of Playford be appointed as Observers.

CARRIED

APOLOGIES

*Mr. Brian Carr, Light Regional Council, Board Member
Mr Sam Dilena, Gawler Council, Board Member
Mr Mal Hemmerling, City of Playford, Board Member
Cr William Close, Light Regional Council, Board Member*

GRB 18/54 Minutes of the 21/6/18 GRFMA meeting

Moved: Mr. G Mavrinnac

Seconded: Mr. Miller

That the Minutes of the Gawler River Floodplain Management Authority Board meeting held 21/6/18 be confirmed as a true and accurate record of that meeting.

CARRIED

GRB 18/55 Minutes of the 5/7/18 GRFMA Special Meeting

Moved: Cr A Shackley

Seconded: Cr. M Herrmann

That the Minutes of the Gawler River Floodplain Management Authority Board Special Meeting held 5/7/18 be confirmed as a true and accurate record of that meeting subject to Cr Paul Koch being included in the list of members present at the meeting.

CARRIED

Actions on previous resolutions

The Executive Officer provided a verbal update on actions undertaken regarding minute 18/50 and tabled late correspondence response from AUSVEG.

GRB 18/56 Questions on Notice – Adelaide Plains Council

Moved: Mr. A Philpott

Seconded: Mayor B Sloane

That the report on Questions on Notice be received

CARRIED

The Adelaide Plains Council submitted the following Questions on Notice. Relevant answers are provided

Adelaide Plains Council gave notice of the intention to ask the following questions:	
Preamble	Questions to be asked of the Gawler River Floodplain Management Authority.
Question 1: Answer	Copy for Council of GRFMA terms of reference of the subcommittee that recommended that the board take the option of the (Northern Floodway)? <i>The Subcommittee is the GRFMA Technical Assessment Panel (TAP) – See attached for Terms of Reference of the Committee.</i> <i>16/11/16 TAP Minute extract</i> <i>4.1 <u>Lower Gawler River Mitigation Review</u></i> <i>Discussion was held on the proposed Lower Gawler River Mitigation Review following the resolution passed at the recent Board meeting that the Australian Water Environments be engaged to:</i>

1. Carry out a hydrological review of the 2016 Flood, with rainfall and streamflow data from across the Gawler River, North Para and South Para catchments to be collated and summarised so that a description of the flood can be developed and its magnitude characterised at key locations across the catchment
2. Evaluate floodplain model performance by utilising the results for the hydrological review and feed these into the floodplain model so that its performance could be evaluated against the recorded flood extent information for the 2016 flood
3. Review options for mitigation in Lower Gawler River, in association with the Technical Assessment Panel and other co-opted stakeholders
4. Preliminary Report to be received by 14 December 2016.”

Discussion points included:

- funding opportunities – Stormwater Management Authority and Natural Disaster Resilience Program
- levees and what level of protection
- recent study on condition of levees being undertaken by Playford Council
- co-opting of stakeholders to a Working Party

Resolved that the following persons be approached to be part of the Lower Gawler River Reference Group:

The group was appointed to assist AWE with local knowledge and input to the body of work required. Mr Alex Zimmerman , Northern Adelaide Plains Recovery Coordinator assisted in identification of suitable persons.

*Adrian Marschall
John Bergamin
Dino Musolino
Danny De Ieso
Peter Rentoulis
Michael Picard
Barrie Ormsby
Phil Earl*

VRAG Chairperson
Local resident
Chairperson HortEx
AUSVEG SA
Proxy to chairperson of HortEx
Local resident
Landscape Architect
Local resident

Available Notes from meetings of the Lower Gawler River Reference Group are attached

<p>Question 2</p> <p>Answer</p>	<p>Names and addresses of the sub committee</p> <p><i>Membership of the Technical Assessment Panel at the time was</i></p> <p><i>Mr Ian Baldwin, Independent Chair</i> <i>Mr Bill Lipp, Principal Stormwater Engineer, DPTI</i> <i>Ms Chrissie Bloss, Flood Hazard Leader, DEWNR</i> <i>Mr Dean Gollan, Executive Officer</i> <i>Mr Alex Zimmermann, Northern Adelaide Plains Recovery Coordinator, Observer</i> <i>Mr Geoff Fisher, Australian Water Environments, Observer</i> <i>Mr Derek Moore, Principal Engineer, Dams, SA Water</i></p>
<p>Question 3:</p> <p>Answer</p>	<p>How was membership application advertised?</p> <p><i>The GRFMA, by resolution, appoints the Panel membership</i></p>
<p>Question 4:</p> <p>Answer</p>	<p>Minutes of meetings to be made available to all GRFMA member Councils?</p> <p><i>Minutes of the TAP meetings are included in the "next date" GRFMA Meeting for Board consideration and are made available on the GRFMA website https://www.gawler.sa.gov.au/grfma/grfma-board</i></p> <p><i>Available Notes from meetings of the Lower Gawler River Reference Group are attached</i></p>
<p>Question 5:</p> <p>Answer</p>	<p>When and where meetings were held?</p> <p><i>Recent Technical Assessment Panel meetings have been held 11/5/18- 7/8/17- 3/1/17 and 16/11/16</i> <i>Historically meetings were held at DPTI 77 Grenfell Street. From 5/11/18 meetings have been held at LGA 148 Frome Street</i></p> <p><i>Meetings of the Lower Gawler River Reference Group were held 30/11/16, 8/12/16 and 14/12/16.</i></p>
<p>Question 6:</p> <p>Answer</p>	<p>How were meetings called, what prior warning was given?</p> <p><i>The Technical Assessment Panel shall meet as appropriate at the request of the Executive Officer.</i></p> <p><i>Meetings of the Lower Gawler River Reference Group were held as agreed by members.</i></p>

<p>Question 7:</p> <p>Answer</p>	<p>Why was the meeting still held when it was known that no balanced representation from the northern side of the river would be present and any vote would be therefore be biased?</p> <p><i>Refer to Q8 Answer which provides information on the qualitative and quantitative approach undertaken in considering report recommendations.</i></p>
<p>Question 8:</p> <p>Answer</p>	<p>What was the reasons given for choosing this option? What and how were other options discounted?</p> <p><i>Refer to 2016 Gawler River Flood Review Report – Item 4 - Flood Mitigation Options (pages 11-15) and Item 5 - Discussion and Recommendations (Pages 20-21) Available on the GRFMA website https://www.gawler.sa.gov.au/grfma/grfma-board</i></p>
<p>Question 9:</p> <p>Answer</p>	<p>Why was there not attempt to contact ratepayers or council north of the river once it was known that there was a disproportionate membership of the subcommittee to decide this matter?</p> <p><i>Membership of the Technical Assessment Panel is determined by the GRFMA on a skills and knowledge basis not locality. The Technical Assessment Panel provides advice and recommendation to the GRFMA Board for consideration.</i></p>

Attachment in response to Questions on Notice- Adelaide Plains council

Question1.

Technical Assessment Panel Terms of Reference V1 February 2017

Objectives

The objectives of the GRFMA Technical Assessment Panel are to support the decision-making processes of the Board with delegated powers to provide advice and manage the technical aspects of the design, assessment and construction of the various parts of the Scheme.

Terms of Reference

The Technical Advisory Panel (the Panel) shall provide independent technical assessment of and advice on, flood mitigation strategies and civil construction projects and proposals as initiated by the GRFMA.

Principally this will include consideration of reports and scope of service proposals provided by other entities/companies and requiring consideration by the GRFMA.

Assessment will include, but not be limited to feasibility of proposed works, considered hydrological assessments, appropriateness of costing mechanisms and known risks.

The GRFMA will refer relevant reports and scope of services to the Panel for consideration.

The Panel’s advice will be submitted to the GRFMA Executive Officer for subsequent inclusion in the Authority’s scheduled meeting agenda processes.

The Panel's collective expertise will cover a range of skills and experiences related to flood mitigation, adaptation and where appropriate the financing of infrastructure projects.

The Panel will be appointed by the GRFMA and will comprise 6 members consisting of:

- Two (2) GRFMA representatives (being Independent Chair and Executive Officer)
- One (1) Constituent council representative- Skills based, having engineering, environmental and/or planning expertise, (appointed by the GRFMA)
- One (1) DPTI representative, Stormwater Engineer
- One (1) DEWNR representative, Flood Hazard
- One (1) SA Water representative, Engineer Dams

The GRFMA may on a case by case basis, as deemed appropriate, appoint observers to the Panel (as example 1 Lower Gawler River Reference Group representative), and that observers will have no voting rights.

On a case-by-case basis, members of the Panel may call additional experts if the need for specialised knowledge arises, as deemed necessary and in consultation with the GRFMA Executive Officer.

The Panel shall obtain approval from GRFMA to incur any expenditure. The Executive Officer will provide the necessary operational and administrative support to the Panel. The Panel shall meet as appropriate at the request of the Executive Officer.

Panel meetings are open to the public except where the Panel believes it is necessary in the broader community interest to exclude the public from the discussion of a particular matter. The public will only be excluded when considered proper and necessary i.e. the need for confidentiality outweighs the principle of open decision-making.

The Panel must provide an annual report on its operations to the GRFMA by 31 August each year for inclusion in the GRFMA annual Report.

GRB 18/57 Minutes of the GRFMA Audit Committee Meeting held 13/8/18
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Moved: Cr M Herrmann

Seconded: Cr. W Schackley

That the GRFMA:

- 1. Receive the minutes of the Gawler River Floodplain Management Authority Audit Committee Meeting held 13/8/18; and**
- 2. Notes the following recommendations from the 13/8/18 meeting and approves appropriate actions to be initiated:**
 - **The Audit closing report noted that the Dam Valuation Policy states that the actual construction cost of the dam be revalued every five years. *As the last valuation occurred in May 2014, being four years ago, The Audit Committee recommend that the GRFMA Board obtain a valuation of the dam's actual construction cost for the year ended 30 June 2019.***
 - **GRFMA Website internal protocols. *The Audit Committee noted the GRFMA website is hosted by the Town of Gawler and recommend that the Executive Officer make inquiries to ensure that correct information storage and website system securities are being maintained.***

- **Constituent Council's interest in net assets.**
The Audit Committee discussed the Schedule of Constituent Council's interest in net assets with view that each Council should ensure the relevant interest is being included (accounted) in their annual Financial Statements.
- **Internal Controls**
The Audit Committee noted that the Executive Officer is to undertake review of GRFMA Internal Controls during the 2018/19 financial year.

CARRIED

The Executive Officer vacated the meeting at 10.20 am to enable Board discussion on the 13/8/18 GRFMA Audit Committee Meeting following recommendation.

- An agreement has been entered into with Mr David Hitchcock to provide Executive Officer and Supervision of Consultants services to 31/12/18.
The Audit Committee recommend the GRFMA Board initiate appropriate and relevant action to ensure continuity of Executive Services post 31/12/18.

GRB 18/58 Executive Officer Services

Moved: Cr M Herrmann

Seconded: Cr D Davey

That the Chair be requested to confirm the tenure of the Executive Officer's current employment contract in a report to the October 2018 Board meeting.

CARRIED

The Executive Officer returned to the meeting at 10.29 am.

Presentation

Ms Ingrid Franssen A/Manager, Flood Management Fire and Flood Management, Regional Programs Department of Environment, Water and Natural Resources presented on SA Water reservoir spill management information procedures.

The meeting adjourned at 11.05 am for a short break.

The meeting reconvened at 11.20 am.

GRB 18/59 Audited Financial Statements for the year 2017 – 2018
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Moved: Cr. D Davey

Seconded: Mayor B Sloane

That the audited Financial Statements for the year 2017 – 2018 be adopted for the purposes of Part 4 Financial Statements of the Local Government (Financial Management) Regulations 2011 and the 'Certification of Financial Statements' be signed by the Executive Officer and Board Chair.

CARRIED

GRB 18/60 Schedule of Constituent Council's Interest in Net Assets

Moved: Mr. G Mavrinac

Seconded: Mr. G Pattinson

That the Schedule of Constituent Council's Interest in Net Assets as at the 30 June 2018 be adopted in accordance with Clause 15.5 of the Charter.

CARRIED

GRB 18/61 Annual Report 2017 – 2018

Moved: Mr. Miller

Seconded: Mr. G Mavrinac

That subject to editorial amendments the Annual Report 2017 – 2018 of the Gawler River Floodplain Management Authority be adopted.

CARRIED

Editorial amendments included:

- Providing clarification of where reference to estimated \$50 million dollars in damage to food crops and property (2016 Flood) is sourced or remove that specific amount;
- Rewording of references to horticultural production areas to more generically reflect the Gawler River flood plain;
- Provide more specific references to timing of funding and grant applications;
- Include wording to reflect minute 18/32 that the Board - Agree in principle to act with due diligence and consistent with the principles of the corporate and financial governance in its approach and direction that will achieve a holistic approach to flood mitigation for the benefit of all constituent Councils; and
- Further reference that the GRFMA has initiated a Charter and Governance review.

GRB 18/62 Review of the Register of Confidential Items

Moved: Cr M Lawrence.

Seconded: Cr D Davey

That the GRFMA:

1. **Receives the report; and**
2. **Pursuant to Section 91(9)(a) of the Local Government Act 1999, orders that the documents, reports and minutes pertaining to the following matters, including discussions and considerations, be released into the public arena,**
 - **GRFMA 17/092, meeting 14/12/17 Item 8.3(b) – Dam Inspections EOI.**
3. **Pursuant to Section 91(9)(a) of the Local Government Act 1999, orders that the documents, reports and minutes pertaining to the following matters, including discussions and considerations, be released into the public arena,**
 - **GRFMA 18/14, meeting 15/2/18 Item 9.2 – Executive Officer Contract.**
4. **Pursuant to Section 91(9)(a) of the Local Government Act 1999, orders that the documents, reports and minutes pertaining to the following matters, including discussions and considerations, be released into the public arena,**
 - **GRFMA18/18, meeting 15/2/18 Item 9.3 – Tenure Chairperson.**

5. Pursuant to Section 91(9)(a) of the Local Government Act 1999, orders that the documents, reports and minutes pertaining to the following matters, including discussions and considerations, be released into the public arena,
 - GRFMA18/28, meeting 19/4/18 Item 10 – Flood Retention Dam South Para.

CARRIED

GRB 18/63 Northern Floodway Project Public Relations

Moved: Mr. G Mavrillac.

Seconded: Cr M Lawrence

That the GRFMA

1. **Accept the offer of services by Ball Public Relations for the sum of \$5,000 as indicated in their correspondence of 2/8/18, subject to further confirmation of service delivery and payment scheduling; and**
2. **Delegates authority to the Chairperson and Executive Officer to finalise the contract and initiate implementation of the communication strategy.**

CARRIED

Mr. Andrew Philpott left the meeting at 11.45 am.

GRB 18/64 GRFMA Charter Review

Moved: Mr. G Mavrillac.

Seconded: Cr D Davey

That the GRFMA:

1. **Receives the report; and**
2. **Endorses the Working Group recommendation that the GRFMA Charter and Governance Review be undertaken in two phases consisting of:**
 - a. **A Charter Review to be undertaken now as the shorter- term action: and**
 - b. **Following completion of the Charter Review a further process to scope and consider other contemporary governance arrangements be undertaken.**
3. **Receive a further report on the Charter Review at the October 2018 GRFMA meeting.**

CARRIED

GRB 18/65 Financial Report

Moved Cr. M Herrmann

Seconded: Mr. M Salver

That the financial report as at 31 July 2018 showing a balance of total funds available of \$128,482.22 be received.

CARRIED

GRB 18/65 Correspondence

Moved Cr. M Lawrence

Seconded: Mayor B Sloane

That the correspondence be received.

CARRIED

Late correspondence from AUSVEG was tabled and also received.

AUSVEG response was advising of strong in principle support for the Norther Floodway Project provided that affected landholders are adequately consulted and compensated as part of the process.

Urgent Business without notice.

Members discussed the SA government's proposed reforms for replacing the Natural Resources Management Act with the proposed Landscape South Australia Act and opportunity for the GRFMA to provide a submission regarding access and management of levy banks and private land.

The Executive Officer advised that he had already responded with a submission requesting that consideration be given to facilitate provision, within the proposed Act, of specific powers for Councils or other agencies to manage and/or maintain levees (Rivers, Creeks and Waterways) constructed on private land, where no easement or legal agreements are in place.

It was agreed a further submission to the proposed reforms would be considered at the October 2018 GRFMA meeting.

Closure of meeting

The Chairperson thanked the Town of Gawler for hospitality as host and noted the next Ordinary Board Meeting will be held 9.45 am, Thursday 18 October 2018 at the Adelaide Plains Council.

Meeting closed 12 Noon.

Confirmed Chairperson