NORTHERN AGRICULTURAL CATCHMENTS COUNCIL

Meeting of Board of Directors
Monday 25 July 2016

MINUTES

TELECONFERENCE

8.30am to 11.30am

Signed as a true and correct record of proceedings

[Signature]
CHAIR
NACC Board of Directors
MINUTES
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NORTHERN AGRICULTURAL CATCHMENTS COUNCIL
25 July 2016
8.30am to 11.30am

AGENDA

1.0 8.30am Open Board Meeting
1.1 Attendance & Apologies
1.2 Public questions and deputations
1.3 Declarations of Interest
   1.3.1 Standing Declarations
   1.3.2 Declarations for this meeting

2.0 8.35am Previous Meeting Minutes (for Decision)
2.1 Acceptance of Minutes – 27 June 2016
2.2 Matters Arising from previous Minutes

3.0 8.40am Executive Reports (for Information/Decision)
3.1 Chair’s Report and Directors’ updates
3.2 CEO’s Report
3.3 Finance Report

4.0 9.10am Program Reports

5.0 9.30am Government representative report (for Information)

6.0 9.40am NACC policies for Board approval x 2 (for Decision)

7.0 9.55am General Business (for Information)
7.1 Open (for Information)
   7.1.1 Safety issues
   7.1.2 Correspondence IN/OUT
   7.1.3 Board evaluation
   7.1.4 Other Business
      7.1.4.1 Dropbox clean up
      7.1.4.2 Recognition of past members
7.2 Closed (for Information/Decision)
   7.2.1 Detailed financial report
   7.2.2 White paper – Sustainable Agriculture (D Revell)
   7.2.3 Strategic planning - Next steps

8.0 11.30am Close meeting (11.24am) / Next meeting
1.0 Open Meeting  (8.32am)

Author: Dr Jill Wilson
Position: Chair
Date: 25 July 2016

1.1 Attendance and Apologies

Author: Evelyne Halikis
Position: Executive Assistant
Date: 25 July 2016

PRESENT: Board Members
J Wilson
K Broad
B Logue
Y Marsden
D Revell

IN ATTENDANCE: R McLellan (CEO)
T Maina (CSM)
E Halikis (EA)
K Allen (NACC)

APOLOGIES: C Sullivan
R Keogh

ABSENT: LEAVE OF ABSENCE:

OBSERVERS: C Kajewski – Department of the Environment
S Goodhand – Department of Agriculture & Water Resources

OBSERVER APOLOGIES: J Holley – State NRM office

1.2. Public Questions and Deputations
1.3. Declaration of Interest

1.3.1. Standing Declarations

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>J Wilson</td>
<td>Ordinary member Moore Catchment Council</td>
<td></td>
</tr>
<tr>
<td>J Wilson</td>
<td>Secretary, Southern Mango Growers Association – SMANGO has been awarded a NACC Demonstration project but I have no direct involvement in the project.</td>
<td></td>
</tr>
<tr>
<td>J Wilson</td>
<td>Board member Dorper Sheep Society of Australia</td>
<td></td>
</tr>
<tr>
<td>J Wilson</td>
<td>Secretary, WA Landskills Inc. WA Landskills has been awarded a NACC Demonstration project (in conjunction with West Midlands Group, Liebe Group, Murdoch University and Department of Agriculture WA), and a pasture demonstration site will be located on JJs Farm.</td>
<td></td>
</tr>
<tr>
<td>J Wilson</td>
<td>Farmer in the Gingin shire – JJ’s Farm</td>
<td></td>
</tr>
<tr>
<td>K Broad</td>
<td>Director of AusCarbon Pty Ltd and Carbon Neutral Pty Ltd</td>
<td></td>
</tr>
<tr>
<td>B Logue</td>
<td>Farmer in the Perenjori Shire - Lakesend Farm, PR &amp; BA Logue</td>
<td></td>
</tr>
<tr>
<td>B Logue</td>
<td>Yarra Yarra Catchment Management Group member</td>
<td></td>
</tr>
<tr>
<td>B Logue</td>
<td>Perenjori Farming Forward member. PFF has been awarded a NACC Sustainable Agriculture project located on Lakesend Farm</td>
<td></td>
</tr>
<tr>
<td>B Logue</td>
<td>Central Wheatbelt D.S.G. member which receives ongoing support from NACC for rabbit control</td>
<td></td>
</tr>
<tr>
<td>B Logue</td>
<td>North East Farming Futures member</td>
<td></td>
</tr>
<tr>
<td>D Revell</td>
<td>Mingenew Irwin Group – named collaborator on NACC funded project – ‘A demonstration of perennial shrub systems enabling adaption to erosion and climate variability’</td>
<td></td>
</tr>
<tr>
<td>R Keogh</td>
<td>Director and Principal, Pachyrhizi Consulting Pty Ltd</td>
<td></td>
</tr>
<tr>
<td>R Keogh</td>
<td>Director Les Mills International Ltd, Auckland NZ</td>
<td></td>
</tr>
<tr>
<td>R Keogh</td>
<td>Residential lot 346 Greenhead Road, Green Head</td>
<td></td>
</tr>
<tr>
<td>Y Marsden</td>
<td>Evergreen/NACC – a soil assessment site will be located at Y Marsden’s farm, at a time to be confirmed.</td>
<td></td>
</tr>
</tbody>
</table>

1.3.2. Declaration for this meeting

Complete the following form and submit to the Chair before the start of the meeting.
2.0 Previous Meeting Minutes (for Decision)

2.1 Acceptance of Previous Minutes
Title: Acceptance of Previous Minutes
Author: Evelyne Halikis
Position: Executive Assistant
Date: 25 July 2016

Resolution 1/NACC/07/16

The Board confirmed the previous Minutes of Meeting of 27 June 2016 as presented.

MOVED: K Broad         SECONDED: Y Marsden         CARRIED: All

2.2 Matters Arising from Previous Meeting:
There were no matters arising from the previous meeting.
Executive Reports (for Information)

Chair’s Report and Directors Updates (for Information/Decision)

Author: Dr Jill Wilson
Date: 25 July 2016

Congratulations – successful grants
Recently we were awarded all seven of the applications that we submitted to the State NRM Community Capability Grants. Each was a relatively modest project, but we were commended for the excellent way they were scoped and written; they bring $451,000 to the organisation. Congratulations to Richard, Kat and all the staff on the superb job they did with this. It is also very pleasing to see that Moore Catchment Council was successful with a project of over $200,000. The lists of successful projects can be accessed at http://www.nrm.wa.gov.au/grants/state-nrm-program.aspx

Western Australian Livestock Research Council (WALRC)
At the end of June I attended a 2 day forum and meeting in Merredin as a representative of NRMWA. The forum was for farmers to air their views on issues that they believe are important to the industry. The meeting of WALRC discussed issues around selecting priority areas for research. I will also be attending a meeting in early September in Perth at which research priorities will be set for the next round of MLA (Meat and Livestock Australia) funding. The prospectus is likely to be advertised in December, with applications (expressions of interest initially) due in January 2017.

While there was a disappointing number of farmers present at the forum (which is currently common at such meetings), there were some valuable members of the industry there with useful insights. It was pleasing to see Dean Revell (NACC Board) and Guy Boggs (Wheatbelt NRM – sustainable agriculture) at the forum. One of the local farmers was also a passionate landcare advocate. It is important that NRM is represented at such forums.

The method for setting priorities will partly be based on the number and type of ideas that are put forward. It is important that anyone with a research priority communicates it to WALRC Coordinator Erin Gorter. Issues will be valued if they are submitted by numerous people, so please encourage the submission of sustainability issues.

Aboriginal cultural information
Many of us were impressed with the information from Bianca McNeair with advice on communication protocols, and also pleased to receive other issues of Yamaji Yarns. This is a great (and very helpful) idea and on behalf of the Board I commend Bianca on the initiative.

Ongoing communication
Just for your information, I also have frequent conversations (mostly email) with Richard on strategic issues (and with Evelyne on administrative issues). Sometimes Board members are involved in these conversations too and I encourage you to express your opinion on issues when they are flagged. It is useful to have a range of points of view. Some issues this month have included NARSAN, Yamaji Yarns, Fundraising, Governors visit (September), State NRM grants, project payment schedules, Grower Group Alliance annual forum, and local government contract proposal.

Meeting with Director General of Department of Water
On 28 July I will be meeting, together with NRMWA Executive Officer Katherine Broderick, with the Director General of the Department of Water, Michael Rowe. Let me know if you have issues you want raised.
Directors Updates

Director Revell
- Attended WALRC (WA Livestock Research Committee) forum in Merredin 28 June
- Submitted an invited paper on communication and adoption pathways ("Ongoing enthusiastic conversations are an alternative to a linear research-adoption paradigm") for the Northern Beef Research Updates Conference (Rockhampton, August)
- Continued discussions with Bush Heritage for a speaker’s forum ("The Challenge of Change") at their upcoming Open Day in September at the Charles Darwin Reserve, which will involve NACC staff and regional farmers.

Director Marsden
- Attended the NARSAN meeting in Perenjori on 29 June.
  - Dave Clare, General Manager ATC (Apprentice & Traineeship Company) Midwest presented "How to attract more members to your organisation". He stressed the importance of selling your story to engage and entice members; to have more engaged members, not just members.
  - Dave Clare would be an effective person to engage at Board level.
- The NARSAN meeting was an effective meeting of producer groups.
  - There was a greater focus on NRM/Biodiversity as limited cropping groups (Waddi LCDC farmers) may also be Liebe members.
  - There was increased focus on monitoring of past projects to see if they have been effective or if they have been removed.
  - There was a suggestion to have a “Watch Dog group”.
  - Several projects are partnerships between some groups – NEFF Soil Biology trial/Lime and other trials; Gundawa and Wheatbelt catchment alliance/Deep drainage - GHD research and data; review due soon.
  - There was concern regarding photos used in the NARSAN Charter and Communication Plan (canola).
  - Helen Watkins, Executive Officer Moore Catchment Council advised that Landcare WA is compiling white papers to address issues.

Resolution 2/NACC/07/16

The Board accepted the Chair’s Report and Directors Updates of 25 July 2016 as presented.

MOVED: Y Marsden SECONDED: D Revell CARRIED: All
3.2 CEO’s Report (for Information/Decision)

Author: Richard McLellan
Date: 25 July 2016

Introduction:

This report summarises activities and progress on key issues over the past month.
(Last report: 27 June 2016)

1. Community/Regional Liaison & Collaboration; & Events

Liaison & Collaboration
- Attended key stakeholders meeting to discuss development of an Aboriginal Ranger Program in the MidWest region.
- Liaison with Pew Foundation (David Mackenzie) regarding development of Aboriginal Ranger program in the NACC region.
- Participated in Department of Mines and Petroleum stakeholder review (conducted by Silvana Traini).
- Participated in AWE stakeholder review – of oil and gas extraction in the mid-west (conducted by Kris Barnes).
- Participated in Eurardy Station biodiversity and landscape restoration activity.
- Attended Mid West Chamber of Commerce and Industry (MWCCI) functions:
  - July Board meeting.
- Participated in the following community events:
  - Foundation meeting of Geraldton Coastcare Group.
  - Community consultation meeting regarding MidWest tourism.
  - Friends of Chapman River guided wildlife walk
- Media engagements:
  - Geraldton Guardian article, re: NACC success with State NRM Office grants.
- CEO columns in NACC Notes:
  - Reconciliation Week.
  - NRM and FACET conference focal points.

2. Federal & State Liaison & Collaboration; & Events

Liaison & Collaboration
- Hosted three-day visit by AG Department of Environment representatives (and NACC contact point staff) Christine Kajewski and Neil Riches – touring examples of NACC projects.
- Meeting with WA Environment Minister Albert Jacob and Shadow Minister Chris Tallentire regarding Australian Regional Environmental Accounts.
- Initiated NACC’s response to the Australian Government NRM Self-Assessment review – due 18 August.
- Participated in review of WA Biosecurity Strategy conducted by Julia Ashby on behalf of WA government.
- Liaison with Threatened Species Commissioner Office and NRM Australia regarding national Feral Cat survey.
- Liaison with WA NRM CEOs regarding NRMWA FY17 budget and workplan.
- Ongoing liaison with Kath Broderick (NRMWA).

3. Team Report / Personnel

- Year-End staff Annual Reviews being undertaken throughout July.
4. Organisational / Program / Professional Development

- Celebrated NACC being successful with all seven (7) project proposals with the State NRM Office Community capability grants.
- Liaison with Clayton and Weir consultancy regarding community development tender proposal. Liaison with WA NRM CEOs on subject.
- Participated in NACC fundraising assessment and review by Blackbaud consultancy.
- Finalised first draft of NACC Community Engagement and Partnership Development Plan 2016-18.
- Reviewed NACC payment schedule for contracts (in response to letter from MCC).
- Initiated NACC Fact-sheets for each of NACC’s core programs.
- Initiated 20th Anniversary working group to prepare for 2017 celebration.
- Final closure on CQA.
- Final closure on GHD contract.

5. Planned Activities in next reporting period

- Twitter training for Kings Park and Botanic Gardens – 27 July, Perth.
- NRMWA CEOs and Chairs meetings – 28-29 July, Perth.
- Annual Leave – 1-5 August.
- Nature Symposium, Goodness Festival – 19 August, Geraldton.
- Sense of Place presentation, Goodness Festival – 19 August, WA Museum, Geraldton.
- World Conservation Congress – 29 August 9 September, Hawaii
- Annual Leave 12-16 September.

Discussion Arising

CEO will circulate a document relating to the wind up of CQA out of session.

Resolution 3/NACC/07/16

The Board accepted the CEO’s Report of 25 July 2016 as presented.

MOVED: B Logue SECONDED: K Broad CARRIED: All
Introduction

The financial statements including the Statement of Financial Position & Statement of Profit and Loss for period to 30 June 2016 are presented to the Board for approval. A summary statement of cash flows for the month of June is also attached. Refer to Attachment 7.2.1.3

There are no material issues arising from the reports.

To be noted that the financials are draft accounts for the financial year and current as at the report date. Minor adjustments will occur with the end of financial year reconciliations still underway and adjustments may occur during the audit process. It is not anticipated that any adjustments will be material in nature.

Annual Financial Audit

This year’s annual financial audit is scheduled to begin the week of 15 August 2016. The plan is to have the Draft audited financial for review by the Audit Committee on 15 September 2016. The Audit Committee will request Board approval and subsequent publication in the annual report at the Board meeting on 19 of September 2016.

Project Financials

Currently working to finalise program expenditure reconciliations. Most of the projects have expended or fully committed project funds. The Carbon Awareness project, NRM Planning for Climate Change and the Subsoil acidity project ended in the financial year just concluded.
NACC Investments

NACC Term Deposit - Placed at 2.55% with a maturity date of 11/09/2016

NACC Contracts over $50,000

None.

NACC Investments

NACC Term Deposit - Placed at 2.55% with a maturity date of 11/09/2016

NACC Contracts over $50,000

None.

Resolution 4/NACC/07/16

The Board accepted the Finance Report for period ending July 2016 as presented.

MOVED: Y Marsden  SECONDED: B Logue  CARRIED: All
4.0 Program reports (for Information)

Author: J Wilson  
Position: Chair  
Date: 25 July 2016

Discussion Arising

The Chair asked the meeting to present any questions regarding the NACC program reports for response from the relevant staff at a later date.

Director Revell inquired if further information on NACC programs could be provided at Board meetings to assist the new directors gain a better understanding of the current projects. CEO advised that NACC staff present on their programs on a quarterly basis at the face to face board meetings.

CEO will take the request on notice.

Chair was pleased with the successful and collaborative nature of the two biodiversity projects which NACC has subcontracted to Central Regional TAFE for delivery. NACC staff liaise regularly with TAFE staff to ensure projects are on track.

Chair commented that she was impressed with the number of radio interviews NACC conducted in the Communication report.

The Board is very pleased to be receiving these reports and thanked the NACC staff.

5.0 Government representative report (for Information)

Author: Christine Kajewski/Simon Goodhand  
Position: Assistant Director Biodiversity Conservation Division/Department of Agriculture and Water Resources, Department of the Environment  
Date: 25 July 2016

Christine Kajewski report

It was great to meet NACC staff and a thank you to Richard McLellan for the invitation to view the work NACC staff have been doing in the NAR on our recent trip to NACC.

Neil Riches and I appreciated the opportunity to meet with the project people and project partners and to hear about their experiences. We were most impressed with the level of commitment and also the level of collaboration NACC has with so many stakeholders, representing a whole range of groups and centres, so thank you again.

Josh Frydenberg is the new minister for the Environment and Energy portfolio. In terms of the environment portfolio we are yet to find out what his main priorities will be.

With regard to regional funding, it will be ‘business as usual’.

In terms of the regional organisations small grants announcements WA, there were a number of election commitments announced: Swan Canning River Recovery, community awareness activities, $300k to trial an artificial reef construction in Geographe Bay in the southwest of WA and $5m threatened species funded out of which $500,000 so far has been earmarked for WA.
The self-assessment process has begun and is due for completion by 18 August 2016. Once the regions have completed their self-assessments, there will be an internal confirmation process by grant managers to confirm that the assessment has been completed and checking whether further information is required. The directors of the branch will go through a verification process in collaboration with grant managers to examine the assessments.

Annual reports for NACC’s National Landcare Program, Biodiversity Fund and Target Area Grants projects are due in the next week and I have been speaking with Rolan Deutekom (NACC Science Research Officer) about those.

Financial reporting for NACC projects is due in September and following discussions with the NACC CSM, we agreed the best way going forward for reporting would be for NACC to provide project level audits instead of an organisational audit.

**Simon Goodhand report**
Simon outlined the new ministers in his department following the federal election.

Simon intends to attend the National Landcare conference in September and is looking forward to meeting with the regional landcare facilitators.
6.0 NACC policies (for Board approval)

Policy SO-06 was resubmitted to the Board for approval of changes made.

6.1 Policy No. SO-06 – NACC Board Charter

Refer to Attachment 6.1.1 (resubmitted)

Recommendation 5

That the Board approves changes to Policy SO-06 as presented.

Resolution 5/NACC/07/16

The Board approved changes to Policy SO-06 with minor corrections noted to be made.

MOVED: Y Marsden SECONDED: D Revell CARRIED: All

6.2 Policy No. EM-09.1 – NACC Professional Development form

Refer to Attachment 6.2.1

Recommendation 6

That the Board approves the new format of Policy EM-09.1 as presented.

Resolution 6/NACC/07/16

The Board approves the new format of Policy EM-09.1 as presented.

MOVED: Y Marsden SECONDED: D Revell CARRIED: All
7.0 General Business (for Information/Decision)

7.1 Open (for Information)

7.1.1 Safety issues
There were no safety issues reported for the month.

7.1.2 Correspondence IN/OUT

IN:
- Email from State NRM re State NRM Program Community Capability Grant Large announcement – 28 June 2016

OUT: Nil

7.1.3 Board Evaluation (for Information)

Author: J Wilson
Position: Chair
Date: 25 July 2016

In relation to the Board it is normal practice for the Board to be evaluated. Chair attended a Board evaluation course through the AICD in the recent past and following discussions between Chair and CEO, a formal process will be put in place for a formal evaluation of the NACC directors.

CEO reiterated the free board evaluation option available through the AICD which will enable NACC to perform a board evaluation at no cost to NACC early next year. This process will be as rigorous as the paid for version.

7.1.4 Other Business

- Blackbaud presentation on the fundraising health strategies of organisations– Comments or questions to Katherine Allen.
  Of the seven recommended actions on the document from the presentation which Katherine Allen sent to the Board, most will be actioned but as yet the actions have not been prioritised.
  The Board was invited to make suggestions/recommendations on the Blackbaud presentation document.

- Recording of Resolutions at Board meetings – It is common practice to only have a Mover for motions instead of a Mover and a Seconder. The Chair wished to implement the process of just having a Mover at NACC board meetings.

Recommendation 7

The Chair put forward a motion that in future NACC will accept board meeting resolutions with a nominator (mover) only and not a seconder.
Resolution 7/NACC/07/16

The Board accepted the suggestion that in future Board resolutions will only have a mover of the motions.

Moved: J Wilson    Seconded: B Logue    Carried: All

7.1.4.1 Dropbox clean up – EA Evelyne Halikis

The Executive Assistant will clean up the NACC Board Dropbox by removing past agenda & papers and meeting minute documents as space is becoming a premium. These documents will still be available if required, upon request.

7.1.4.2 Recognition of past members – CEO Richard McLellan

This year NACC will be launching the inaugural NRM awards in conjunction with the AGM. For the first time we will have NACC regional awards where we will recognise NRM champions for the year in a whole range of categories. They will include Aboriginal participation, NRM and senior and junior land carer. One of the categories we want to have, as these awards will be held every two years, is a lifetime achievement award and my inclination is that for this first one it would be good to ensure that people who have given NACC or the NRM region longstanding service are nominated. At this first meeting we might have quite a few people who will be inducted into this group and would include past Chairs or long serving Board members that have given great contribution.

NACC will be keen to receive nominations from the Board of those who have given good service.

The Board was asked to take note of when these awards will be advertised and to provide nominees to Katherine Allen as soon as possible.

7.2 Closed (for Information/Decision)

7.2.1 Detailed Financial report

Author: Tom Maina
Position: Corporate Services Manager
Date: 25 July 2016

Introduction

Refer to Attachments 7.2.1.1, 7.2.1.2, 7.2.1.3 and 7.2.1.
Recommendation 8

That the Board receives the financial report for July 2016 as presented.

Resolution 8/NACC/07/16

The Board received the detailed financial report for July 2016 as presented.

MOVED: Y Marsden CARRIED: All

7.2.2 White paper – Sustainable Agriculture (for Information)

Author: Dean Revell
Position: Director
Date: 25 July 2016

Introduction
Dean Revell presented summary points to his white paper which had been circulated to the Board prior to this meeting.

Discussion Arising
Chair believed that it was a good exercise to have two people involved in this exercise, being the Chair and Dean Revell.

Chair thanked Dean for his comprehensive article. The Board directors were requested to add their comments to the white paper and to forward these to the Executive Assistant for compilation.

CEO’s recommendation is that at the next face to face meeting, likely to be the September meeting, the NACC Sustainable Agriculture coordinator presents an update to the Board as to the progress of her team’s work and of the sustainable agriculture strategy. This could then be followed with a brainstorming session by Director Revell to the sustainable agriculture team and members of the Board.

7.2.3 Strategic Planning – Next steps

Author: Jill Wilson
Position: Chair
Date: 25 July 2016

A strategic planning session was held at the June meeting. It was decided that Director Keogh would run a session on strategic planning at the next face to face meeting.

Discussion Arising
Due to several strategic agenda items scheduled, there was discussion around holding a face to face meeting in September instead of the planned teleconference meeting. The August teleconference board meeting will proceed as arranged.

Executive Assistant will circulate the change of meeting type to the Board to ensure that all board directors can be in attendance.
8.0 Close Meeting (11.24am) / Next Meeting (for Information)

The next NACC Board meeting will be a Teleconference meeting and will take place at 8.30am on Monday 29 August 2016 at the NACC Meeting Room.

### Future Meeting Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Type of Meeting/Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday 15 September</td>
<td>Audit Committee</td>
</tr>
<tr>
<td>Monday 19 September</td>
<td>Board</td>
</tr>
<tr>
<td>Monday 17 October 2016</td>
<td>Board</td>
</tr>
<tr>
<td>Monday 17 October 2016</td>
<td>AGM</td>
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<tr>
<td>Monday 28 November 2016</td>
<td>Board</td>
</tr>
<tr>
<td>Friday 16 December 2016</td>
<td>Board</td>
</tr>
</tbody>
</table>

9.0 Actions Arising

#### ACTIONS LIST

**NACC Meeting of Board of Directors**  
**25 July 2016**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Action by</th>
<th>Date due</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Circulate CQA document to Board out of session</td>
<td>R McLellan</td>
<td>8 August 2016</td>
</tr>
<tr>
<td>4.0</td>
<td>Funding source of project reports to be noted at the top of each report</td>
<td>T Maina</td>
<td>12 October 2016</td>
</tr>
<tr>
<td>7.1.2</td>
<td>Letter to be sent to MCC Chair in response to letter received</td>
<td>Chair/CEO</td>
<td>Completed</td>
</tr>
<tr>
<td>7.1.4.1</td>
<td>NACC Dropbox to be cleaned up</td>
<td>E Halikis</td>
<td>Completed</td>
</tr>
<tr>
<td>7.1.4.2</td>
<td>Board nominations of NRM champions for inaugural NRM awards to be sent to Katherine Allen</td>
<td>Board directors</td>
<td>5 August 2016</td>
</tr>
<tr>
<td>7.2.2</td>
<td>Comments to be sent to E Halikis on sustainable agriculture white paper for compilation</td>
<td>Board directors</td>
<td>Before August meeting</td>
</tr>
<tr>
<td>7.2.3</td>
<td>Brainstorming session on sustainable agriculture at September board meeting</td>
<td>Director Revell</td>
<td>9 September 2016</td>
</tr>
<tr>
<td>7.2.3</td>
<td>Circulate email to the Board regarding change of September board meeting from teleconference to face-to-face</td>
<td>E Halikis</td>
<td>Completed</td>
</tr>
<tr>
<td>7.2.3</td>
<td>Delivery of strategic session at September board meeting</td>
<td>Director Keogh</td>
<td>9 August 2016</td>
</tr>
</tbody>
</table>

#### ACTIONS LIST

**NACC Meeting of Board of Directors**  
**27 June 2016**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Action by</th>
<th>Date due</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Feedback on white papers delivered by Y Marsden and K Broad.</td>
<td>Directors</td>
<td>18 July 2016</td>
</tr>
</tbody>
</table>

#### ACTIONS LIST

**NACC Meeting of Board of Directors**  
**30 November 2015**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Action by</th>
<th>Date due</th>
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<tbody>
<tr>
<td>3.2</td>
<td>NACC review of ISP and subsequent constitutional changes, if required.</td>
<td>Board, CEO</td>
<td>July 2016</td>
</tr>
</tbody>
</table>