



NORTHERN AGRICULTURAL CATCHMENTS COUNCIL

ANNUAL GENERAL MEETING

Monday 29 October 2018

1.37pm to 3.18pm

**Venue: Conference Room, Level 1, Lotteries House,
114 Standford Street, Geraldton**

MINUTES

Signed as a true and correct record of proceedings

A handwritten signature in blue ink, which appears to read 'Robert Keogh', is written in a cursive style.

Chair

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NORTHERN AGRICULTURAL CATCHMENTS COUNCIL

29 October 2018
1.37pm to 3.18pm

AGM AGENDA

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| 1.0 | 1.30pm | Open Meeting | |
| | | 1.1 | Attendance & Apologies |
| | | 1.2 | Public questions and deputations |
| 2.0 | 1.45pm | Acceptance of Previous Meeting Minutes | (for Decision) |
| | | 2.1 | Amendments to previous minutes |
| | | 2.2 | Matters arising from previous minutes |
| 3.0 | 1.55pm | NACC Annual Reports | (for Information/Decision) |
| | | 3.1 | Chair's Report |
| | | 3.2 | CEO Report |
| | | 3.3 | Treasurer's Report and Audited Financial Statements |
| 4.0 | 2.30pm | Appointment of Auditor | (for Decision) |
| 5.0 | 2.40pm | Open Question Time | (for Discussion) |
| 6.0 | 2.50pm | Retirement of Directors | (for Information) |
| 7.0 | 3.00pm | Close Meeting | |

1.0 Open Meeting (1.37pm)

Title: Open Meeting
Author: Rob Keogh
Position: Chair
Date: 29 October 2018

Bianca McNear, conducted an Acknowledgment of Country.

The Chair acknowledged the presence of Richard McLellan, former CEO of NACC, who made the difficult decision to resign effective the end of July 2018. The Chair thanked Richard for his contribution to the organisation over the past 3.5 years and wished him well for his future endeavours.

The Chair acknowledged the presence of Kent Broad who was a Board Director for 7 years and Deputy Chair until June 2018. Kent made the decision to step down from the Board and Rob recognised his support and service to the organisation.

1.1 Attendance & Apologies

Title: Attendance & Apologies
Author: Ella Neethling
Position: Administration Officer
Date: 29 October 2018

Present

NACC Board Members R Keogh; M Stanborough; D Revell; S Levett; I Asmussen

Executive Support K Allen; T Maina; E Neethling

NACC Members P Logue; P Findlater; Y Marsden; J Solgiovanni, K Broad, M Janse, R Deutekom, J Beven, R McLellan; S Rowe, C Love, J Stingemore, T Bradford, A Garratt, B McNear

Observers Nil

Apologies: L Johnson; R Nicholas; M Drayton

1.2 Public Questions and Deputations

2.0 Previous Meeting Minutes

(for Decision)

Title Acceptance of Previous Minutes
Author Evelyne Halikis
Position: Executive Assistant
Date: 29 October 2018

2.1 Amendments to previous Minutes

Refer to **Appendix 2.1.1**

2.2 Matters arising from previous Minutes

There were no matters arising from the AGM Minutes of 6 October 2017

Resolution 1/NACCAGM/10/18

The meeting confirms the previous AGM Minutes of 6 October 2017 as presented.

MOVED: M Stanborough

CARRIED: All

3.0 NACC Annual Reports

(for Information/Decision)

Introduction

- Chair's Report presented by Dr Rob Keogh.
- Executive Officer's Report presented by 2017/18 CEO Richard McLellan and current General Manager Katherine Allen.
- Treasurer's Report presented by Susanne Levett.

The Annual Report can be found here: https://www.nacc.com.au/2018_report/.

3.1 Chair's Report

The Chair presented a verbal report to the meeting.

- Annual Report
 - A written Chair's report has been included in the 2017/18 Annual Report which is available on NACC's website.
- 2017/2018 Performance Highlights
 - The Chair praised the well-oiled NACC team which has refined its project delivery mechanisms during NLP1. NACC accomplished more work than required under the scope of the projects, on-time and within budget. The team was highly focused and highly committed.
 - The Chair identified the 2nd Threatened Species Forum (National Forum on Threatened Species) as one of the highlights and success stories of the year. The Chair confirmed that NACC is planning to conduct another forum in the next financial year.
 - The Chair also acknowledged the Little Footprint, Big Future Exhibition held at the Geraldton Museum as another highlight. The project was conceived and delivered by NACC in cooperation with the Western Australia Museum Geraldton.
 - The Chair commended the NACC team on how well they have been engaging with our communities. Our region covers two broad categories of communities; the coastal communities and the agricultural communities and NACC's performance were exceeded for all of these communities and continues to be well recognised and appreciated.
- National Landcare Program (NLP2)
 - Tender Process
 - The Chair advised that for the past 4 years (ending June 2018), NACC has been operating and delivering projects under the National Landcare Program (NLP1) funding program. Since 1 July 2018 NACC operate under the National Landcare Program 2 (NLP2).
 - The Chair provided an overview of the NLP2 competitive tender process that all NRMs across Australia participated in during the second half of the 2017/18 financial year.
 - NLP2 Outcomes
 - The Chair confirmed that NACC submitted 13 projects and only received 2 approvals with a third project in the pipeline. Due to the foresight of the CEO and team, NACC implemented an action plan and was able to prepare for the future. The low success rate was not specific to NACC; NRM organisations across the country experienced similar or worse results, largely due to reduced funding.

- The Chair advised the attendees that NACC received approval for one Biodiversity project relating to Malleefowl and their habitat and a second smaller Sustainable Agricultural project.
 - The Chair also advised that as part of the Indigenous Advancement Strategy – Department of Prime Minister and Cabinet, the Midwest Aboriginal Ranger Program (MARP) was approved, which will be managed by Bianca McNear.
 - NLP2 Impacts
 - Impacts of the NLP2 funding resulted in a 50% reduction in NACC’s funding income and payments will be conducted quarterly in arrears.
 - NACC’s staff across all levels and activities in the organisation has been reduced to 9 employees (from 25) as at the end of the 2017/18 FY.
 - The Chair expressed his frustration at the loss of NACC’s highly regard Coastal and Marine Team.
- Picking up the pieces – 2019 and beyond
 - Operational
 - The Chair advised that the relationship NACC now has with the Australian Government is that of a contractor, and both parties are now understanding and applying the new conditions.
 - Strategic
 - The Chair advised that in the course of the next 3 to 6 months that NACC will be revising the Strategic Plan.
 - The Chair confirmed that NACC is looking at maintaining the confidence and commitment of the community. The Chair acknowledged Jessica Stingemore for her commitment to assisting with the Big Beach Clean-up event.
 - The Chair advised that there will be continued focus on finding addition funding sources from other levels of Government, Commercial Organisations and Community Membership.
- Acknowledgments
 - The Chair took the opportunity to acknowledge Kent Broad, Richard McLellan and specifically all NACC staff past and present. Everyone has gone above and beyond and conducted themselves very well, in a very difficult past 6 months. The Chair understands the impact to people’s personal lives and commended all for handling themselves with great dignity and composure and thanked everyone.
 - The Chair acknowledged Katherine Allen, General Manager, who has taken Richard McLellan’s place within the organisation. Katherine has been immediately effective in her new role, and the Chair complimented Richard McLellan for identifying Katherine to fill his place and for providing the required mentoring to Katherine.
 - The Chair also acknowledged the input and support of the NACC Board Directors, to himself and towards the oversight of NACC through this difficult time. The Board, with assistance from Richard McLellan, was well informed and understood the full impact to NACC.

No questions were raised by the attendees.

3.2 Executive Officer's Report

The former CEO of NACC, Richard McLellan presented a verbal report.

The CEO reiterated that NACC must focus on the opportunities of the future. The past 6 months has been a very difficult time but also a time that our Staff, Directors, Members and Community Members rallied behind the organisation which was very encouraging. This year has been a testament to our staff who got behind the transition in an extremely professional manner. The management team has been very upfront with Staff and the Board throughout this period and this transparency worked well in terms of the transition.

The former CEO presented his report to the meeting focussing on key elements, highlights, activities and successes of NACC throughout 2017-2018 financial year.

The former CEO is expecting to see NACC continue to do what it does best: community engagement, workshops, grants and funding for community work, information dissemination, NRM leadership and innovation. The 'end of an era' brought NACC to new a funding program: new projects, new conditions, a restructured organisation, a smaller team and a new leader. Fortunately, the organisation is in very good hands under Katherine Allen, supported by an incredibly passionate, dedicated and hardworking team and a competent and highly skilled Board under the leadership of Dr Robert Keogh.

The former CEO sincerely thanked all of these individuals for their support during his time at NACC, especially the Staff and Board Directors, but also the many partners and members with whom he worked and have helped us achieve so many amazing results across the NACC NRM Region.

No questions was raised by the attendees.

The General Manager's report focused on the road ahead for NACC in 2018-19 and beyond.

The General Manager is excited to be leading the small but very strong and capable team into the next phase of NACC and excited for the opportunities and incredible passion of our 500 strong members across the community.

The General Manager provided a quick overview of the organisation's Biodiversity and Agricultural projects, and projects in the pipeline.

The General Manager and Board are looking to the future, investigating new opportunities to achieve the NRM Strategy and investigating new partnership opportunities including growing the volunteer base, developing a NACC Partnership Trust and undertaking a review of the Strategic and NRM Plans.

The General Manager advised that NACC has again opted for an online 2017-18 Annual Report to reduce wastage and encourage all members to visit the website.

The General Manager thanked all the staff, groups and individuals involved in NRM across the region and acknowledged their strength as an incalculable asset for the region and thanked all for their support and contribution to NACC.

No questions was raised by the attendees.

3.3 Treasurer's Report and Audited Financial Statements (2017/2018)

The Treasurer, Susanne Levett, presented a verbal report.

The Treasurer provided an overview of NACC's financial position. Detailed financial statements are available online in the 2017-18 NACC Annual Report.

The Treasurer acknowledged all our funders and supporters throughout the year.

The Treasurer also thanked the past and present Board and NACC Members for their support.

No questions was raised by the attendees.

Resolution 2/NACCAGM/10/18

The meeting approved the 2017/2018 Annual Report, including the 2017/2018 Audited Financial Statements for the Northern Agricultural Catchments Council.

MOVED: M Stanborough

CARRIED: All

4.0 Appointment of an Auditor (for Decision)

The NACC Board resolved at its Audit Committee meeting held on 17 September 2018 to seek tenders for the Audit Function for the financial year 2018-19. The request for quote was advertised on 22 September 2018 and closed on 12 October 2018. Five quotes were received which were assessed by a panel including Staff and Board Members.

The Chair confirmed the Board has passed a resolution at the Board Meeting of 29 October 2018 to appoint William Buck as the independent auditors of NACC for a 12-month period.

Resolution 3/NACCAGM/10/18

William Buck Auditors is appointed as the independent auditors of Northern Agricultural Catchments Council for 2018-2019 financial year.

MOVED: S Rowe

CARRIED: All

5.0 Open Question Time

(for Discussion)

Question 1 by Yvonne Marsten.

Rob, what are the opportunities for Coastal at a State level funding?

Response 1 from Robert Keogh and Katherine Allen

Robert: We are in the process of pursuing the local members to see what we can do there. This has been somewhat on hold while RLP contracts have been in negotiation.

Katherine: The only thing I would add is that we did talk about the State NRM grants opportunity which was available earlier in the year. The guidelines for State NRM grants changed this year which impacts particularly on the number of projects you can hold at any one time. For this reason we did not prepare an application for the last round. We have been talking to Local Governments for some time as they are one of the biggest beneficiaries of our support. In some ways we did not want a gap in this delivery, but in other ways the gap might demonstrate to Local Governments that they are missing something that they previously basically got for free.

Question 2 by Yvonne Marsten

Is there no National Coastal Projects whatsoever?

Response 2 from, Katherine Allen and Richard McLellan

Katherine: Pretty much no one got any Coastal Projects.

Richard: When it became apparent that we will not have a coastal marine program, the team and Robert did a lot of work trying to engage with Local Government Authorities to see if they are able to fund a position. When it became clear that a position could not be funded, we started talking to the Landcare Network, which has a Community Advocacy role, to lobby the State Government Department of Planning; the Department administers the Coast Care Grants, but there are now no Coastal positions to support these projects at the regional level.

Question 3 by Yvonne Marsten

Is there still a WA Leadership group of NRM?

Response 3 from Katherine Allen and Robert Keogh

Katherine: Yes, it's called NRMWA.

Robert: Yes, sadly throughout the course of the year, we have lost the services of Kathleen Broderick who was a very good Executive Officer and well connected. For a variety of reasons, she decided not to continue this position. There is a commitment to continue with NRMWA and Katherine and the panel of CEO's are looking to recruit a new Executive Officer.

Question 4 by Jim Solgiovanni

Has NACC been involved with replying to the Auditor General Report on salinity?

Response 4 from Robert Keogh

No.

6.0 Retirement and Election of Directors (for Information)

6.1 Appreciation of retiring Board Members

A special thank you is extended to Kent Broad, who has made the decision to depart from NACC Board effective June 2018, for his excellent service on the NACC Board and Committee over a period of seven years.

7.0 Close meeting 3.18pm