



Murray Darling Association Inc.

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Ordinary Meeting of the Board 10.30am – Monday 27th November GoTo Meeting

MINUTES - MEETING No. 370

1. ATTENDANCE

1.1 Present

Cr David Thurley	Albury City Council	Region 1
Cr Peter Mansfield	Moira Shire Council	Region 2
Cr Peter Hunter	Renmark Paringa Council	Region 5
Cr David Shetliffe	Town of Walkerville	Region 7
Cr Denis Clark	Northern Areas Council	Region 8
Cr Paul Maytom	Leeton Shire Council	Region 9
Cr Richard Marsh	Balonne Shire Council	Region 12
Pete George	M&S Group	Treasurer
Emma Bradbury	MDA	CEO
Angus Verley *	MDA	Senior Officer
Bobby Brook *	Moira Shire Council	Region 2
Cr Jamie Chaffey *	Gunnedah Shire Council	Region 11
Cr John Campbell *	Gunnedah Shire Council	Region 11

*Non-board member – attendance by invitation.

1.2 Apologies

Cr Leigh Byron	Balranald Shire Council	Region 3
Cr Darriea Turley	Broken Hill City Council	Region 4

Motion: That the apologies be accepted.

D Shetliffe/P Hunter

Carried

1.3 Declarations

No declarations

2. PREVIOUS MINUTES

2.1 Meeting 369 held 5pm Tuesday 10 October 2017

Motion: That the minutes of Meeting 369 held 10.30am AEST Tuesday 10 October 2017 be accepted.

D Clark/D Shetliffe

Carried

3. BUSINESS ARISING

3.1 Board meeting time

Following a survey of board members, it has been determined that the 4th Monday of the month is the most convenient time for the board to meet.

Motion: That board meetings for 2018 be scheduled to be held on the fourth Monday of every month at 10.30am AEST, with the exception of December, and the meeting scheduled to coincide with the AGM.

D Shetliffe/P Mansfield

Carried

3.2 Membes membership management system implementation

CEO Emma Bradbury updated the board on the implementation status of Membes. A workplan for the implementation and go-live is currently being developed. It is anticipated that a live demonstration will be ready by the end of January, with a planned 'go-live' for mid-February.

4. REPORTS

Region Reports

Region 1	Albury City Council	Cr Thurley reported that the Region 1 AGM was scheduled for January 30. He also noted consternation among businesses in his region about potential restrictions on wakeboarding along a section of the Murray River.
Region 2	Moira Shire Council	Cr Mansfield also commented on the Murray River (Corowa to Ovens Junction) Erosion Management Plan. He said millions of dollars had been spent on combatting erosion along that section of the river to little effect. Cr Mansfield also spoke about his presentation to the Environment, natural Resources and Regional Development Committee's Inquiry into the Management, Use and Governance of Environmental Water. He said the limitations posed by the Barmah Choke weren't well understood. Cr Mansfield also noted that the December meeting of Region 2 had been cancelled because guest speakers had other commitments.
Region 3	Balranald Shire Council	
Region 4	Broken Hill Shire Council	
Region 5	Renmark Paringa Council	Cr Hunter reported that he and Renmark Paringa Council staff had undertaken a review of the 73 rd national Conference and AGM and would report to Leeton Shire.

Region 6	Alexandrina Shire Council	Absent
Region 7	Walkerville Town Council	Cr Shetliffe reported that MDBA REO Monique White delivered an excellent presentation to the most recent meeting of Region 7, noting that discussion at region meetings was shifting from a narrow focus on environmental issues to a broader focus on water allocation and water management. Cr Shetliffe said feedback on the 73 rd National Conference and AGM had been overwhelmingly positive. Region 7 will hold its AGM in May.
Region 8	Northern Areas Council	Cr Clark spoke about his experiences at the National Conference and AGM, reporting that he went there believing that a Royal Commission into the MDBP was required, but went away thinking that maybe it wasn't necessary. He also spoke about his efforts to attract new members in Region 8.
Region 9	Leeton Shire Council	Cr Maytom informed the Board that the Region 9 AGM would be held on December 12. He noted that the South Australian Government's announcement of a Royal Commission into the MDBP had stirred up angst in his region, which is something that Region 9 has been working to overcome.
Region 10		
Region 11	Guest - Gunnedah Shire Council	Mayor Jamie Chaffey thanked the Board. They are interested in taking a leadership role in R 11. Strong agricultural region. Water theft is a concern, but the conduct of a few is reflecting on many irrigators unfairly.
Region 12	Balonne Shire Council	Cr Marsh reported that more work needed to be done to attract members in Region 12, with only four of 14 possible councils currently members.

4.1 Chief Executive Officer's report

Emma Bradbury presented the CEO's report.

4.2 Finance Report October 2016

- Balance Sheet
- Profit & Loss - showing monthly and YTD Actuals, Budget and Variations
- Aged Receivables

Treasurer Pete George spoke to the above reports.

Cr Shetliffe commended the treasurer in preparing such an informative set of reports. He also questioned what action had been taken in relation to the aged receivables.

Motion: That the reports be accepted

P Maytom/D Shetliffe

Carried

5. GENERAL BUSINESS

5.1 2017 National Conference review

Board members noted their positive experiences at the 73rd national Conference and AGM, also commenting on the positive feedback they had received from other attendees.

Cr Thurley commended Cr Peter Hunter and Renmark Paringa Council staff for their efforts to ensure the success of the event.

5.2 2018 National Conference planning update

CEO Emma Bradbury reported that the first planning meeting for the 2018 Conference had been held.

Ms Bradbury said the theme needed to emphasise the collaborative approach to the plan that Leeton Shire is renowned for, and the strong reliance on irrigation of the Riverina and Bidgee regions. Topical issues for the year are likely to remain focused on integrity and confidence in monitoring and enforcement aspects of the implementation of the plan.

Potential themes were discussed, including Water, Community, Confidence; Community, Confidence, Collaboration; and Collaboration Brings Confidence.

Board members discussed the proposed date of Wednesday 29 August to Friday 31 August.

Timetable for planning milestones

Date	Action	Responsible
Nov 2017	Confirm meeting date	Board
Jan 2018	Confirm theme	Board/PC
Feb 2018	Confirm venues (incl board accom)	Planning committee
Feb 2018	C Vent Landing Page and bookings open	CEO
May 2018	Confirm presenters	Planning committee/CEO
May 2018	Confirm partner and study tour locations	Planning committee/LSC
30 June 2018	Program Complete	CEO
25 June 2018	Motions close	Region chairs
1 July	First draft annual report emailed to board for comment	CEO
15 July 2018	Region Reports and feedback from chairs Annual Report	Region Chairs
23 July 2018	Draft Annual Report presented to July board meeting for approval	CEO/Board
28 July 2018	Public Notice	CEO
31 July 2018	Audit complete	CEO/Treasurer
1 Aug 2018	Annual report to printers	CEO
August 29 th 2018	National Conference & AGM	CEO/Board

Motion: That the board

- a) Approves the proposed meeting date, subject to confirmation by the planning committee, and
- b) Notes the timetable for planning milestones.

P Maytom/P Hunter

Carried

5.3 2018 Planning Workshop

The date for the 2018 Planning workshop is proposed for Tuesday and Wednesday 30th and 31st January in Albury. Board members are encouraged to invite their council officers/officers/CEOs to participate.

Consistent with the continuing implementation of the MDA Strategic Plan 2016-19, the focus of this year's workshop will be on planning to

- a) Strengthen the capacity of and engagement within the regions.
 - a. Goal 1 Strategic Objectives #1#2#3;
 - b. Goal 2 Strategic Objectives #1#2#3; and
 - c. Goal 4 Strategic Objectives #1#2, and
- b) Develop a finance strategy
 - a) First principle obligation
 - b) Goal 1 Strategic Objective #3
 - c) Goal 4 Strategic Objective #2

Motion: That the board note the dates and objectives of the 2018 Planning workshop.

P Maytom/P Hunter

Carried

5.4 Policy & Procedure framework and process

Emma Bradbury spoke about the need for the MDA to have a set of policies and procedure that guide the way in which the organisation operates, both strategically and operationally.

Clear and policies and procedures are essential requirements in the disciplined, fair and consistent operation of any organization. They support more efficient staff performance, the effective management of risk, and stable succession (incoming board members and staff have codified guidance in operational conduct).

The MDA does not have in place a current policy or procedure framework, a process for the development, adoption and communication of policy, or a register of existing policies.

Over the coming months a review of the MDA's policies and procedure will

- a) Establish an approved Document Control Register
- b) Redraft existing policies into a standardized format
- c) Present the redrafted existing policies to the board for their approval prior to inclusion in the framework
- d) Incorporate existing policies into the Document Control Register – Policy Section
- e) Undertake a gap analysis of the MDA's policies and procedures.
- f) Prepare a timetable for the preparation, consultation and presentation of required strategic and operational policies.

Motion: That the board

- a) Note the attached draft Policy and Procedure Framework,
- b) Note the attached draft Document Control Register
- c) Note the above workplan.

P Maytom/D Clark

Carried

6. CLOSE