

Minutes

Attendees: **Adelaide Hills Council**

Bill Spragg, Mayor
Andrew Aitken, CEO
Mike Flehr, Senior Strategic and Policy Planner

Alexandrina Council

Keith Parkes, Mayor
Sally Roberts, Manager Planning and Development

The Barossa Council

Bob Sloane, Mayor
Paul Mickan, Principal Planner

Mount Barker Council

Andrew Stuart, CEO
Greg Sarre, Senior Adviser Strategy and Policy

City of Onkaparinga

Lorraine Rosenberg, Mayor
Adam Mrotek, Manager Projects and Development Policy
Daniel Jellings, Team Leader Development Policy
Divya Bali Dogra, Built Heritage Planner
Stephanie Johnson, Project Manager

Apologies:

Adelaide Hills Council

Marc Salver, Director Strategy and Development

Alexandrina Council

Peter Dinning, CEO

Barossa Council

Martin McCarthy, CEO

Mount Barker Council

Anne Ferguson, Mayor

City of Onkaparinga

Mark Dowd, CEO

DC Yankalilla

Mayor Glen Rowlands
Matt Robertson, Strategy and Policy Planner

RDA Barossa

Anne Maroney, CEO

Meeting start: 9.05 am

Meeting close: 11.20 am

Agenda Item 1. Welcome and Apologies

- Mayor Rosenberg welcomed members and staff and noted the apologies.

Agenda Item 2. Adoption of previous minutes from 13 May 2015 and task schedule

MOTION: That minutes of the 12 February 2015 meeting of the PSG be adopted

Moved: Mayor Spragg

Seconded: Mayor Sloane

Carried unanimously

Agenda Item 3. Confidential - Project Manager's Performance Review

The discussion on this item relates to the terms and conditions of the consultancy contract for the Project Manager and disclosure of any information would involve unreasonable disclosure of information concerning the personal affairs of the person engaged as the Project Manager.

MOTION:

That the PSG:

- 1. Note the outcomes of Project Manager's performance review for 2014-15 financial year.**
- 2. Endorses renegotiation of the Project Manager's contract for an additional six-month period based on the successful delivery of the key performance indicators identified in this report.**
- 3. Notes that the performance of the Project Manager will be measured and managed by the PMG continuously during the six-month contract (with a formal review undertaken at three-months and at the end of six-months).**
- 4. Notes that upon achievement of the key performance indicators, a further renewal option of six-months may be approved by the PMG (to a total of 12-months, finishing August 2016).**
- 5. Supports the continuation of consortium councils' in-kind commitment (of \$10,000 in staff time per original commitment) as supplementary resources to ensure that project commitments are fulfilled.**
- 6. The discussion, information, reports, attachments and minutes relating to discussion of the Project Manager's review be released to the Project Manager subject to the discretion of Project Management Group (PMG).**

Moved: Mayor Spragg

Seconded: Mayor Sloane

Carried unanimously

Agenda Item 4. Charter for the Regional Subsidiary

- AS questioned the nature of the contract i.e. is the charter intended to be of fixed nature?
- SJ explained that the purpose of establishing a subsidiary is to have an organisation that evolves over time and manages the World Heritage listed site.
- Mayor Rosenberg supported the establishment of a subsidiary and need for an organisation that supports the bid.
- SJ to further investigate and clarify the following:
 - sunset clause
 - opt-out clause
- Mayor Spragg questioned the process of board appointment.
- SJ clarified that the selection panel would put forward the recommendations for the Strategic Management Board to the constituent councils and the constituent councils would approve the recommendations.
- PSG suggested that the members of the Strategic Management Board should be approved by the PSG and that PSG meets every 24 months to oversee the selection process.

- AS suggested that one of the members of PMG becomes an ex-officio board member, which was supported by Mayor Rosenberg.
- Other suggestions included:
 - clarifying the distinction between the roles of Project Manager and Executive Officer
 - more clearly defining the roles of advisory groups
 - definition of other short and long term roles of the subsidiary.

MOTION:

That the PSG:

- 1. Notes the outcomes of the report.**
- 2. Supports in principle the direction of the draft Charter (per attachment 1) and the continued progression of investigations in support of establishing a Regional Subsidiary (with a report due back to PSG in November 2015).**

Moved: Andrew Stuart

Seconded: Mayor Parkes

Carried unanimously

ACTIONS:

- Engage lawyers to review the draft charter including
 - board composition
 - role of project manager and executive officer
 - PMG chair as ex-officio board member
- Investigate establishment of an interim fund until Regional Subsidiary is established

Agenda Item 5. Budget projections for 2015-16 financial year

MOTION:

That the PSG:

- 1. Note the budget projections for the Mount Lofty Ranges World Heritage Bid for the 2015-16 financial year and expenditure from the 2014-15 financial year.**

Moved: Mayor Parkes

Seconded: Mayor Sloane

Carried unanimously

Agenda Item 6. Project Manager's update

- SJ rearticulated the Project Manager's update as per the following components of the Project Plan:
 - Nomination form
 - Engagement
 - Governance and Management
 - Monitoring – benefits and impacts
 - Fundraising, Marketing and Communications.
- Update from Jamie Brigg's Regional Showcase in Canberra
 - meeting with advisors of Minister Truss, Minister Hunt and Minister Robb went well
 - advisors would like to receive quarterly updates about the project.

Comments:

- Mayor Rosenberg stated that Minister Hunt's advisor advised that the nomination for the National Heritage bid needs to be evidence based. Minister Hunt's advisor has also provided names of the officer in the Australian Heritage Council (AHC) that should be contacted to ensure that the 'agricultural' theme is considered as the theme for National Heritage listing nominations in the following years.

- Mayor Rosenberg advised that Ministerial advisors asked about the State Government's view on the project.
- PSG members agreed that state government support is essential and suggested targeting the State Government ministers at the Community Cabinet meeting in Barossa on 18 October 2015.
- AA advised that Adelaide Hills Council presented the World Heritage Bid (WHB) project at the Adelaide Hills, Alexandrina and Mount Barker Community Cabinet meeting in September 2014. The WHB was received with mixed response. It is believed that Minister Rau is not supportive of the bid.
- AS suggested learning from Heysen Foundation in terms of funding, patronage, promotion and messaging.
- AA and AS have offered to provide input into the advocacy plan.
- Mayor Rosenberg suggested providing feedback to Minister Briggs office regarding the format of the showcase and staging of Ministers and advisors to assist in discussion/targeting.

MOTION:

That the PSG:

- 1. Note Project Manager's report on governance matters and project related activities.**

Moved: Mayor Spragg

Seconded: Mayor Sloane

Carried unanimously

ACTIONS:

- Draft an Advocacy Plan to include key messaging and approaches in the lead up to the Barossa Community Cabinet on 18 October 2015 targeting the following stakeholders:
 - Politicians (ministers/shadow ministers)
 - State department CEOs
 - Other key stakeholders.
- Schedule a meeting with Andrew Aitken and Andrew Stuart to provide input into the advocacy plan.
- Draft a one page summary of the impact of EPBC Act in addition to other messaging materials.
- PMG to commence quarterly update newsletters for distribution to key stakeholders.
- Draft email for Mayor Rosenberg regarding the feedback on Regional Showcase in Canberra for forwarding on to Minister Briggs.

Agenda Item 7. Submission for inclusion in 30-Year Plan for Greater Adelaide review

MOTION:

That the PSG:

- 1. Approve that the following statement be submitted by the bid consortium (and by each individual council) to state government for its incorporation in the update to the 30-Year Plan for Greater Adelaide:**

The consortium councils comprising Adelaide Hills, Alexandrina, Barossa, Mount barker, Onkaparinga and Yankalilla are seeking to obtain World Heritage status for the Mount Lofty Ranges region.

This bid seeks to recognise the cultural, agricultural and aesthetic significance of the Mount Lofty Ranges and long term economic sustainability of the region through enhanced agricultural activity, tourism investment and employment opportunities.

The update to the 30-Year Plan should recognise the 'unique, unspoilt and world class' attributes of the Mount Lofty Ranges through a statement in support of the progression of a bid for National Heritage Listing as the first step towards recognition by UNESCO.

Moved: Andrew Stuart

Seconded: Mayor Spragg

Carried unanimously

Agenda Item 8. Information to support Elected Member engagement

Comments:

- Mayor Rosenberg suggested rotating the banners that were created as part of Jamie Briggs Regional Showcase in Canberra and ICOMOS presentation, amongst the councils to promote the project.

MOTION:

That the PSG:

- 1. Note the attached promotional material and methods of engagement (as stated in section 3 of this report) with the elected members of the partner councils on this project.**

Moved: Mayor Sloane

Seconded: Andrew Aitken

Carried unanimously

ACTION:

- Rotating the four banners amongst the councils including photos of politicians with the banners. Mount Barker to commence displaying the banners.

Agenda Item 9. Federal and State Minister lobbying list

MOTION:

That the PSG:

- 1. Note the progression of work in support of targeted engagement with politicians in support of the bid.**

Moved: Mayor Spragg

Seconded: Andrew Aitken

Carried unanimously

Date of next meeting – Thursday 19 November 2015 (TBC) from 10am until 12 noon.

Venue: West Wing Conference Room, Adelaide Hills Council Offices, 63 Mt Barker Road, Stirling

Lorraine Rosenberg

Chair, Project Steering Group