



Meeting 38 – FINAL – Record of Decisions & Actions
Joint Queensland / Australian Government NRM Steering Committee
Held in Roma 10 December 2008



Meeting No.	Agenda Item No.	Issue	Decision	Action	By Whom	By When
M 38	1.1	<p>Agenda for JSC M38</p> <p>The JSC noted apologies provided by:</p> <ul style="list-style-type: none"> ▪ Glenda Kidman ▪ Jim Groves ▪ Mike Berwick 	<p>Mr Taylor welcomed members, representatives and staff to the 38th meeting and acknowledged the Traditional Owners of the area on whose land the meeting was taking place.</p> <p>Mr Taylor also welcomed Tom Garrett, Deputy Chair of RGC as well as Purdey Wong, new AG RLO; Andrew Wells, DPI&F; and Mark Lodder, AG Secretariat.</p> <p>The JSC agreed the agenda for JSC M38.</p>			
M 38	1.2	Record of Decisions for M37	The JSC noted that the record of decisions and actions for JSC M37 had been agreed prior to the meeting.			
M 38	1.3	Work Plan Update / Exception Report	<p>The JSC noted the work plan update/exception report.</p> <p>The JSC noted that AG RLO staff allocated to specific Qld NRM regions had been changed and requested that the regional list and the Pending Actions Register be updated.</p>	JSC Secretariat to update Pending Actions Register with regard to movement of AG RLO regions and send to all members.	M Wharton	12 Dec 08
M 38	1.4	Meeting Dates / Locations for 2009	The JSC agreed that the May 2009 meeting (M40 & JSIP6) would be held in Townsville on 12 May. Members will be invited to attend the RGC meeting with presentations by Regional Bodies reviewing NHT and NAP projects on 13/14 May. A dinner with RGC and regional body representatives will be held on 13 May.	JSC Secretariat to send details of JSC meeting dates and locations for 2009 to all members and representatives: M39 & JSIP 5 - 26-27 Feb 2009 (Brisbane) M40 & JSIP 6 – 12 May 2009 (Townsville) M41 & JSIP 7 – 27-28 Aug 2009	M Wharton	12 Dec 08

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			The JSC confirmed all other dates and locations as presented.	(Brisbane) JSIP 8 19-20 Nov 2009 (Innisfail)		
M 38	2.1	Single Holding Account Financial Summary Reports – as at 31 October 2008	The JSC noted the financial summary reports provided at the meeting for NAPSWQ, Trust and NLP as at 31 October 2008.			
M 38	2.2	Update on Uncommitted NAPSWQ, NHT2 & NLP Funds	<p>The JSC noted the balances of NAP and NHT2 funds and the need to monitor returned unspent funds up until 30 June 2009.</p> <p>The JSC noted agenda items 2.1 and 2.2 as presented by Mr Speirs and agreed to review the position of uncommitted funds in February 2009.</p> <p>The JSC noted that \$300,000 of Qld Govt NHT2 core funding is unspent. This will be used prior to 30 June 2009 and will be included as Qld in-kind contribution. To be reviewed at M39 in February 2009.</p>	<p>Agenda item for JSC M39</p> <p>Agenda item for JSC M39</p>	<p>M Wharton</p> <p>M Wharton</p>	<p>20 Feb 09</p> <p>20 Feb 09</p>
M 38	2.3	SEQC SE RCF 02 Progress Report and Payment Recommendations	<p>The JSC noted the supplementary Progress Reports provided by SEQC for SE RCF 02 (SEQ Rainforest Recovery Cross Regional Implementation Program) in response to JSC's concern expressed at Meeting 37 on 28-29 August regarding the on-going difficulties of this project in achieving budgeted on-ground works.</p> <p>The JSC noted that in order to maximise on-</p>			

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			<p>ground achievements, the SE RCF 02 Steering Committee at its meeting of 17th September 2008 agreed to the re-allocation of \$190,000 from incentive activities 1 & 3 in the Boyne Calliope subregion (where FBA has experienced significant difficulties in engaging landholders) to the Burnett Mary Regional Group - Mary River catchment (where landholder interest in the target Rees exceeded the incentives originally available.</p> <p>The JSC noted the shortfall in originally contracted outputs for SE RCF 02.</p> <p>The JSC agreed to the scheduled October – December 2008 payment of \$68,412 and January – March 2009 payment of \$66,412.</p> <p>The JSC agreed to write to SEQC to:</p> <ul style="list-style-type: none"> ▪ reiterate the importance of finalising this project within the existing completion date of 30 June 2009, ▪ invite SEQC to engage an independent auditor to undertake a cost-benefit analysis to capture lessons learnt for future rainforest recovery and the project management performance of all project directors (value for money and efficiency of process). The letter will include an offer of RLOs to assist 	<p>Contract Management & Grants unit to progress the scheduled Oct-Dec 08 payment of \$68,412 and Jan-Mar 09 payment of \$66,412.</p> <p>RLOs to write to SEQC and incorporate the JSC decisions into the contents of the letter.</p>	<p>T Stanley</p> <p>M Lodder D Guzek</p>	<p>22 Dec 08</p> <p>16 Jan 09</p>

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			with writing the terms of reference of the audit and its funding source.			
M 38	2.4	NAPSWQ / Trust Wind-up Issues	<p>The JSC discussed the critical issue of completing NAP and NHT2 projects by 30 June 2009.</p> <p>The JSC noted that when RLOs carry out field checks by March/April 2009, they will also emphasise to all RB staff that all projects for NAP and NHT2 must be finalised by 30 June 2009.</p> <p>The JSC noted that David Lambert will be included in the recipient list for the NAP and NHT2 detailed tracking M&E reports prepared and updated daily during the performance reporting period.</p> <p>The JSC agreed to approach the RGC and JSC member organisations regarding the creation of a list of short-term State-wide investment opportunities in two categories:</p> <ol style="list-style-type: none"> 1. those within JSC delegation (within approved projects) 2. those requiring Ministerial approval (new projects) <p>The JSC noted that RLOs and FLOs have undertaken a detailed review of the financial</p>	<p>RLOs to carry out field checks by March/April 2009 and confirm that all projects for NAP and NHT2 will be finalised by 30 June 2009.</p> <p>L&E unit to send detailed tracking NAP & NHT2 reports to Director, AG NRM team during performance reporting period.</p> <p>JSC Co-chairs to write to RGC and JSC member organisations requesting the creation of a list of short-term state-wide investment opportunities as per JSC decision.</p>	<p>All RLOs</p> <p>P Maher</p> <p>D Lambert F Tromp</p>	<p>30 Apr 09</p> <p>14 Jan to 25 Feb 09</p> <p>22 Dec 08</p>

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			<p>situation of all RBs and other proponent high value projects based upon details contained within the submitted Financial Reports for p/e 30/09/08 (including projected expenditure to and funds on hand as at 31/12/08), historical expenditure patterns, with a view to identifying the risk of “unspent program funds” for those projects due to complete 31 December 2008.</p> <p>Notwithstanding the RLOs and FLOs review of the RB and other proponents’ advice, the JSC declined to accept that all relevant projects will be completed and funds fully spent by 31 December 2008.</p> <p>The JSC reiterated the importance of concluding all projects within existing contract deadlines.</p> <p>The JSC noted that State-wide project NR CB SE01 – “<i>Continuing the legacies of the investment in social and economic RD&E</i>” has indicated that, due to the inability to recruit and retain relevant project staff over the past 6 months, the project will not be able to complete contracted activities as anticipated by 31 December 2008 and intends returning approximately \$200,000 at that date.</p> <p>The JSC approved the following Business Rules to allow for the practical application of delegations regarding the re-allocation of funds between RIS programs:</p>	<p>S & E Unit to undertake a full financial reconciliation of NR CBSE01 project with a view to identifying and returning unspent funds to the Single Holding Account by 31 December 2008.</p>	<p>C Heath</p>	<p>31 Dec 08</p>

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			<p>1. Where a RB has fully completed all initially contracted activities and milestones, the JSC note the changes in the expenditure required to complete contracted activities and milestones on submission of the Final Report.</p> <p>2. Where a RB has fully completed all initially contracted activities and milestones, and used program savings and/or interest to complete additional outputs to support other RIS program contracted activities and milestones, the JSC note the reallocation of expenditure on submission of the Final report.</p> <p>3. Where a RB intends changing /not completing currently contracted activities and milestones and using \$ intended for this purpose to undertake either different activities within the same RIS program or additional activities under another RIS program, JSC approval / agreement to recommend to Ministers (depending upon the % / \$ change being sought) is required prior to change of activities being undertaken.</p> <p>The JSC agreed to circulate business rules to RLOs and the importance of documenting the use of these rules when applied. This decision overrules Recommendation 8 to send a letter to</p>	<p>Manager, Client Services and Director, NRM Team to circulate the business rules to State and AG RLOs and relate</p>	<p>D Wildermuth D Lambert</p>	<p>16 Jan 09</p>

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			<p>all RBs and other proponents.</p> <p>The JSC accepted the final report for FB AGSIP 15 noting that despite a formal Deed of Variation not being executed to account for JSC approval at OoS 595 of an additional \$18,653.32, the final report fully acquits total JSC approval for this project of \$49,269.32.</p> <p>The JSC agreed to the following actions to allow final acquittal of projects FB FF 01, FB IFA 01, FB IFA 02, FB PA 02, and FB IFA 03, for which unspent funds totalling \$52,500 was reported under FB RIS 01 audited financial statements:</p> <ol style="list-style-type: none"> 1. As the unspent funds transferred from FB FF01, FB IFA 01, FB IFA 02, FB PA 02 projects are within delegations levels, provided that the unspent funding totalling \$16,227 is reported in the financials of the FB RIS final report as being spent in accordance to project outcomes, that these projects can be considered fully acquitted. 2. As approval was only granted to transfer \$100,000 of the original contracted amount of \$135,000 for FB IFA 03 to the 	<p>the importance of documenting the use of these rules when applied.</p> <p>Contract Management & Grants unit to finalise acquittals for FB AGSIP 05, FB FF 01, FB IFA 01, FB IFA 02, FB PA 02, and FB IFA 03 as per JSC decision.</p>	T Stanley	30 Dec 08

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			<p>FB RIS, (despite audited financial statements indicating that all of the funding including interest totalling \$136,273 was reported under the FB RIS), that in order for FBA IFA 03 to be considered fully acquitted, that the final report be amended to include expenditure totalling \$36,273.</p> <p>The JSC noted that details of NAPSWQ, Trust, and NLP Single Holding Account uncommitted balances (including interest and current commitments) were provided at JSC M38 under Agenda item 2.2.</p>			
M 38	2.5	Approval for variation for QM RIS 01	The JSC approved the revised schedule 3 for QM RIS 01.	Contract Management & Grants unit to prepare DoV for QM RIS 01 as per JSC decision.	T Stanley	23 Dec 08
M 38	3.1	QWJG Taskforce letter regarding Review of Risky Projects	The JSC discussed QWJG letter dated 31 October 2008 in response to the letter from the JSC dated 24 September 2008. JSC noted that all projects identified at risk by QWJG Taskforce are expected to be completed by 30 June 2009. The JSC will monitor the progress of the Queensland Wetlands Program as part of the Performance Reporting meetings (February 2009 at M39 and August 2009 at M41).			
M 38	3.2	JSC Protocols Update	The JSC approved the updated JSC Protocols document.	The JSC Secretariat to disseminate the updated protocols to all JSC members.	M Wharton	15 Dec 08
M 38	4.1	LGAQ December 2008 Report	The JSC noted the LGAQ report presented verbally and in written form by Mr Petrie.			

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M 38	4.2	RGC December 2008 Report	<p>The JSC noted the RGC Report, as mailed to each member, presented by Mr Drysdale.</p> <p>The RGC wished to express their gratitude to the former AG RLOs Colin Macdonald and Ian Gaze for their service over a number of years.</p> <p>The RGC also wished to express the appreciation of the working relationships with the members of the JSC, exemplified by the “Under the Wilga Tree” discussions on the QMDC field trip of 9 December.2008.</p>			
			The JSC meeting closed at 1:00 pm.			

JSC Meeting 38 – Attendees		
Australian Government		
Hilton Taylor	JSC co-chair	Dept of the Environment, Water, Heritage & the Arts
David Lambert	Manager, Regional NRM team (Qld)	Dept of Agriculture, Fisheries and Forestry
Mark Lodder	RLO Qld NRM Team	Dept of Agriculture, Fisheries and Forestry
Purdey Wong	RLO, Regional NRM team (Qld)	Dept of the Environment, Water, Heritage & the Arts
Queensland Government		
Bob Speirs	JSC co-chair	Dept of Natural Resources & Water
Adam Richardt	Qld RLO	Dept of Natural Resources & Water
Andrew Walls	Principal Policy Officer	Dept of Primary Industries and Fisheries
Anita Leahy	Project Manager	Environment Protection Agency
Maxine Wharton	JSC Secretariat	Dept of Natural Resources & Water
JSC Representatives		
Andrew Drysdale	CEO	Regional Groups Collective
Tom Garrett	Acting for Chair	Regional Groups Collective
Malcolm Petrie	NRM Project Coordinator	Local Government Association Qld