Natural Resources Access Regulator

**NRAR Board meeting - Minutes**

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| MEETING | NRAR Board meeting | | |
| MEETING NO. | No.36 | DATE | 16 September 2020 |
| LOCATION | VC / 4PSQ | TIME | 12:00 pm – 2:15 pm |
| BOARD INVITEES | Craig Knowles (Chair), Ilona Millar (member), Bruce Brown (member) | | |
| NRAR INVITEES | Margaret Sexton (A/Chief Regulatory Officer), Russell Johnston (Executive Officer), Sharon Ryan (Board Secretariat) | | |
| OTHER INVITEES | Listed next to relevant agenda item | | |

| **Agenda Item** | **Notes** |
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| Housekeeping | • Minutes of 19 August meeting and of 2 September Out of Session meeting were adopted as true and accurate records.<br>• No declarations of conflict of interest. |
| Confidential matter | • Board alone met in-camera to discuss this matter<br>• Amendments were made to ToR and briefing note as per Board direction. |
| General Business Update | A/CRO Margaret Sexton provided written update to the Board.<br>The Board noting the paper as read sought advice on the following particular points:<br>**1. Non-financial report and Budget**<br>A/CRO advised that there will be improvements to the non-financial and finance reporting, with a particular focus on what the Board needs to be critically aware of to improve governance oversight. Responsibility sits with the newly established Business Analytics and Efficiency team with Ryan Lynn appointed to the Manager role.<br>The Board was advised that the financial statements for 2019-20 will be delivered in October and that Ryan Lynn will brief Bruce Brown as Board finance delegate to discuss when completed.<br>**2. Information sharing with NSW Police**<br>The Board was advised that this is part of our step up into improving our intelligence capability and protecting the safety of our staff. The Board expressed interest in potential comms around this initiative.<br>**3. M&A Report**<br>The Board were particularly impressed with this report, it's highlights on s324 restrictions, satellite imagery and analysis work on how we can improve efficiencies. The Board wish to write to the M&A team to congratulate them on the excellent work.<br>The Board expressed interest in the potential to publish this report.<br>**4. WHS issues**<br>Details of recent incidents, the actions taken and outcomes were conveyed to the Board. The Board noted the lag in WHS incidents reporting time and the need for outreach to staff on this matter. |
| Evaluation of Confidential matter<br>*Invitees: Kirsty Ruddock (Director WET), Tim Gilbert (Director RC&C and Elise Trask (A/Manager, Regulatory Practice)* | Ms Ruddock, Mr Gilbert and Ms Trask presented a paper to the Board responding to a recent judgement which provided a particular interpretation of s91I of the Water Management Act.<br>The Board resolved to adopt the recommendations as presented. |

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| Prosecution update<br>*Invitee: Kirsty Ruddock (Director WET)* | Two matters were considered in relation to current or proposed prosecutions. (confidential) The Board resolved to adopt the recommendations as presented.<br>The Board noted the existing pipeline of potential prosecutions and future projections as presented. |
| NRAR Progress Report and associated communications plan<br>*Invitee: Russell Johnston (Executive Officer)* | Mr Johnston presented the NRAR annual Progress Report for Board approval.<br>Some minor amendments were offered with the Board complimenting the overall aesthetic, quarterly layout, statistical presentation and narrative.<br>The Board endorsed the report and comms plan. |
| Adoption of NRAR Strategic Plan 2021-23<br>*Invitee: Margaret Sexton (A/CRO)* | A/CRO Margaret Sexton provided written update to the Board seeking advice to ensure that the NRAR Strategic Plan 20201-23 reflects the feedback provided by the Board at the Out of Session meeting in early September.<br>She noted the proposed next steps for communicating the Strategic Plan and advised that the full communications plan will be presented to the Board in October or November as part of the NRAR brand and stakeholder engagement strategy. The Strategic Plan 2021-23 is anticipated to commence in January 2021.<br>The Board approved adoption of the NRAR Strategic Plan 2021-23 and congratulated the team on an excellent piece of work.<br>The Board expressed their pleasure that the broader branding piece is being done in the context of the Strategic Planning integrated framework. |
| MRIT 2020 maturity assessment report<br>*Invitees: Margaret Sexton/ Ian Bernard* | Mr Bernard outlined the findings that NRAR has continued to improve maturity across most elements and maintained status across the remaining elements. He advised that the action plan has been structured to provide focussed effort against manageable projects over the next twelve months.<br>Ian advised that the revised action plan will be presented back to the Board at the October Board meeting after the Strategic Planning meeting next week.<br>The Board welcomed Ian to the NRAR family, thanking him for the great piece of work presented. |
| IPART Update<br>*Invitees: Tim Gilbert/ Stuart Ronan* | The Board notes that three members of the IPART Board interviewed NRAR Board Chair, Craig Knowles on 24 August 2020. Discussion based on issues around water landscape and water management.<br>Mr Ronan advised that NRAR CRO, Grant Barnes and CEO DPIE Water, Jim Bentley, and subsequently, he and Tim Gilbert met with IPART senior management and their consultants.<br>The Board requested further updates as available and recommended we find opportunities for people to support our business case<br>The Board noted the paper and letter to IPART as presented. |
| Management Practice and General business | The Board agreed to defer their proposed attendance at WaterNSW Board meeting.<br>The Board Chair requested that Ilona Millar complete the Board Evaluation for this Board meeting. |

| **New/Continuing action items following meeting** | **Person responsible** | **Due date** |
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| Invite WaterNSW Liaison Officer to future NRAR Board meeting | Board Secretariat | TBA |

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| Mine Compliance Strategy Update on resource considerations | Tim Gilbert | October |
| Finance update | Ryan Lynn | TBC |
| Confidential paper and ToR update | Sharon Ryan | |

**Next meeting**

Wednesday 21 October 2020