

## Draft Minutes of Meeting 7 of the Australian Soil Network<sup>1</sup>

Location: Teleconference

Date: 9:30 – 15:00, Thursday 25th August 2016

Attendees: Georgina Kelly, Neil McKenzie, Hamish Cresswell, Alex McBratney, Ian Anderson, Michael Crawford, Jason Hill, Paul Lawrence, Allan Williams, Cameron Allan, Michele Barson, Felice Driver, Cathy Phelps, Warwick Dougherty, Neal Menzies

Apologies: Jennifer Alexander, Jim Cox, Jan Edwards, Chris Grose, Sharon Harvey, Brenda Kranz, Karen Holmes, Michael Jeffery

Guests: Malcolm Buckley, Ravi Naidu, David Thompson (Item 7.7 only)

Agenda No.	Agenda Item	Discussion/comment	Decision/action	Who	Due date
7.1	Minutes of Meeting 6	Refer to Agenda Paper 7.1. The new members representing the Australian Council of Deans of Agriculture were noted and clarification was sought on university membership. Members were referred to Agenda Item 2.4 and related decisions.	The minutes of Meeting 6 were endorsed (moved Michael Crawford, seconded Paul Lawrence).		
7.2	Working Group and Standing Committees - process	The Secretariat introduced the paper and noted that the Working Group system was central to the work of the ASN and that it was an important mechanism for in-kind contributions from members. The distinction between Working Groups and Standing Committees was defined and	The proposed governance framework outlined in Agenda Paper 7.2 was endorsed noting that improvements to the management and performance of Working Groups is required		

<sup>1</sup> Formerly the Implementation Committee for the Soil Research, Development and Extension Strategy

		<p>areas for improvement were noted.</p> <p>There was general support for the operating model and acknowledgement that governance had to be improved, particularly in relation to terms of reference, membership, work plans and resourcing.</p> <p>It was agreed that current number of Working Groups was too large (see Agenda Item 7.3).</p> <p>The relationship between the Australasian Soil and Plant Analysis Council and the ASN was discussed including a suggestion that it fitted the definition of a Standing Committee.</p>	<p>(moved Michele Barson, seconded Michael Crawford).</p> <p>Approach ASPAC to discuss opportunities for closer engagement and the possibility of formal recognition within the ASN.</p>	Secretariat	16 <sup>th</sup> Sept 2016
<b>7.3</b>	Working Group and Standing Committees – description and status	<p>The description and status of each entity was reviewed and recommendations were made on their future. One standing committee and seven working groups were confirmed (see below) and one was discontinued (WG3). Other possible activities identified in the agenda paper were deemed to be of lower priority at present and not in need of a working group.</p>	<p>All ASN Working Groups are to table reports at the next ASN meeting in November.</p>	Secretariat and Working Group Chairs	21 <sup>st</sup> Oct 2016
		<p><b>Standing Committee 1: NCST</b></p> <p>The reduced external funding for the work of the NCST (via the Australian Collaborative Land Evaluation Program) was noted. Jason Hill (Chair of the NCST) welcomed more explicit guidance from the ASN in the future and he noted that the apologies from WA, SA and Tasmania which may have restricted the scope of feedback.</p>	<p>The current arrangements and scope of the NCST were supported.</p>		
		<b>Working Group 1: Soil RD&amp;E Capability Audit</b>			

		Michele Barson outlined WG1 and its proposed work. No changes were proposed and the importance of Soil Science Australia in assisting with the audit was highlighted.	No change.		
		<b>Working Group 2: Soil Information Infrastructure</b> An update on membership and plans to present the draft investment prospectus were outlined. No changes proposed.	No change.		
		<b>Working Group 3: Investor Forum</b> WG3 was originally established to support coordination of investment in the Rural R&D for Profit process. It has been ineffective and no plans are in place for RDCs to liaise in the next phase of Rural R&D for Profit. Other aspects of investment into activities across the ASN will be pursued through other mechanisms including the prospectus.	WG3 is to be discontinued.	Secretariat	25 <sup>th</sup> Aug 2016
		<b>Working Group 4: Register of Field Sites</b> Warwick Dougherty outlined the work of WG4 and confirmed it will complete its planned activities on time.	No change.		
		<b>Working Group 5: Plain English of the Soil RD&amp;E Priorities</b> Michael Crawford confirmed that the document has been drafted and it now requires review by communication professionals. The final document will be published online in 12 weeks and there will be an associated print run of ~250 copies. Approval	Request for expenditure to be submitted to the ASN for approval.	Secretariat	30 <sup>th</sup> Sept 2016

		for expenditure will be sought from the Committee prior engaging the communication professionals.			
		<p><b>Working Group 6: Teaching Curriculum for soil science</b></p> <p>Members affirmed the importance of WG6 and encouraged new representatives from the ACDA to engage. More information is needed on the status and proposed work plan.</p>	Request confirmation of status and proposed activities for WG6 from Dr Damian Field (University of Sydney)	Secretariat	30 <sup>th</sup> Sept 2016
		<p><b>Working Group 7: Impact analysis and evaluation plan</b></p> <p>It was agreed that WG7 is responsible in essence for developing the Monitoring, Evaluation, Reporting and Improvement plan for the ASN. More information is needed on the status and proposed work plan.</p>	Request confirmation of status and proposed activities for WG7.	Secretariat	30 <sup>th</sup> Sept 2016
		<p><b>Working Group 8: Communication Planning</b></p> <p>The task of WG8 is to develop a communication plan and related work program for the ASN. Terms of reference need to be developed along with nomination of members. A request was made for volunteers but none were forthcoming.</p>	Detailed proposal for WG8 to be presented at ASN Meeting 8 in November.	Secretariat and Paul Lawrence	21 <sup>st</sup> Oct 2016
7.4	Prospectus development	A verbal update on the development of the ASN prospectus was provided by Neil McKenzie. The priority is to produce the first stage of the prospectus which relates to ASN Priority 3 on soil information. WG2 is responsible for this activity.	Draft TOR and work plan was requested for the next meeting in November.	WG2	November
7.5	Next annual forum	Options for the next annual forum were	No decision taken.	Secretariat	24 <sup>th</sup> Nov 2016

		considered including co-convening sessions with other major soil RD&E events. The forthcoming International Nitrogen Conference was considered along with the SSA/NZSSS Conference in Queenstown, New Zealand.	A short brief was requested to propose options to be discussed out-of-session or at our next meeting.		
<b>7.6</b>	Member and Working Group Updates	Members provided verbal updates that complemented the tabled reports.			
<b>7.7</b>	Soil CRC discussion	Malcolm Buckby, Ravi Naidu and David Thompson joined the meeting and provided an outline of the bid for the CRC on High Performing Soils led by the University of Newcastle. The Chair thanked the presenters and encouraged further consultation with the ASN as the bid process develops.	A letter of appreciation is to be sent Malcolm Buckby, Ravi Naidu and David Thompson for their contribution to the meeting.	Secretariat	14 <sup>th</sup> Sept 2016
<b>7.8</b>	Committee discussion on CRCs and update on the Sydney meeting	As an outcome of Meeting 6, a meeting was convened by Ian Anderson in Sydney on the 23 <sup>rd</sup> of August. It reviewed developments surrounding the current and possible future soil-related CRC bids.	Minutes of the meeting are to be circulated to members of the ASN.	Ian Anderson	2 <sup>nd</sup> Sept 2016
<b>7.9</b>	Financial report	Budget update tabled, motion of acceptance agreed (Felice Driver/Jason Hill).			
<b>7.10</b>	Other business	Allan Williams queried whether a structural problem existed within the ASN in relation to the distribution of meeting papers. He noted there was insufficient time to respond to meeting papers prior to this meeting. The Secretariat indicated that there was a heavy work load in the lead up to this particular meeting and that no structural problem existed beyond that.	The agenda is to be distributed no later than two weeks prior to each meeting. Agenda papers are to be distributed no later than one week prior to each meeting.	Secretariat and all members	Ongoing
		Correspondence from Prof Rob Fitzpatrick was noted. It requested recognition of the work undertaken by the Centre for Australian Forensic	A letter outlining the response of the meeting is sent to Prof Fitzpatrick along with a query on	Secretariat	20 Sept 2016

		Soil Science within the ASN. The importance of forensic work to several industries was noted (e.g. diffuse contamination of the GBR lagoon). It was also noted that the University of Adelaide (host institution for the CAFSS) is already a member of the ASN and the significance of their capability has already been recognized.	possible future activities.		
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