

BBG SECTION 41 COMMITTEE MEETING

Friday 8th March at 2.02pm

Minutes

Council Meeting Room

1. Welcome The Chair K Jenkins opened the meeting at 2.02 pm and welcomed all present.

2. Present K Jenkins, D Armstrong, R Dawkins, Cr. B Sloane, B Simons, R Johnstone and R Duance.

In attendance C Hall, P Payne, K Wohlers and A Jackson.

3. Apologies: R Johnstone

4. Adverse Weather Process

K Jenkins introduced A Jackson who addressed the meeting re 'Adverse Weather Process' that refers to Council and the Bush Gardens workers. Bush Gardens have an internal rule of 35deg C for no work. The document says 37 deg. for Council staff. Bushgardens are closed on catastrophic days.

Resolved we need to investigate signage at Bushgardens gates to advise public of closure on severe to catastrophic days. We need to comply with the Council policy document.

ACTION P Payne and C Hall need to set up guide lines with A Jackson for approval for the Bush Gardens.

K Jenkins thanked A Jackson for attending and bringing the committee up to date with the policy document.

A Jackson left meeting at 2.17pm

5. Minutes: MOVED: R Duance **SECONDED:** B Simons That the Minutes of the meeting held on the 8th Feb 2013 be adopted as circulated. **CARRIED.**

6. Business Arising:

6.1 Strategic Plan– R Johnstone had suggested some changes to 'visions and objectives'. In particular to include the FoBB as a support to the financial sustainability.

We need a better way of accounting for sub-committees. Action sheets have been drawn up for all sub-committees so that jobs get followed through and reported on. The UTLM have a different way of managing their projects.

Suggested we could follow that model. There would be a need for us to 'sit-in' to see how it worked.

Our small committees need to report to our group meetings.

6.2 Communications Trench – P Payne advised is ongoing.
ACTION P Payne to report to next meeting on progress.

6.3 BBG Logo: The new Logo package has been received.

K Wohlers left the meeting at 2.29pm.

7. Correspondence:

7.1 In: nil –

7.2 Out: Reply to the Mediterranean Garden request for seeds.

ACTION P Payne to do next month.

8. Financial Sub Committee Report:

8.1 Receipts: Note the \$23,000 received for the 'Village Landcare' project. The report indicated items marked in red that need allocations for funding. All monies from sales on open day will be allocated to those areas. NRM has been invoiced for Salaries. \$296 has been received for generation of power from solar panels on VC.

8.2 Water usage. Query about water allocation with UTLC project about to commence.

ACTION P Payne to get a water meter installed so we know the amount of water being used by the project.

MOTION: That the financial report be received. **MOVED** D Armstrong
SECONDED B Simons **CARRIED.**

9. Nursery Manager Report: P Payne see attached report.

9.1 Film crew- A media release form to be used for volunteers and staff for future media events.

Council is drawing up policy and BBG to develop guidelines specifically for BBG use.

P Payne and K Jenkins to ACTION.

9.2 Barossa Bushgardens Nursery pricing structure

P Payne made a recommendation that the committee approve the in-principle pricing policy as reported.

MOVED R Dawkins **SECONDED** D Armstrong The recommendation be approved. **CARRIED.**

Action: P Payne to use the model to develop a pricing procedure.

9.3 Volunteer Award Booklet.

As a recognition of the 'volunteer of the year award' it was resolved that we offer a 'buy one get one free' booklet.

P Payne to ACTION.

9.4. NRM Walk and Talk

R Duance will liaise with NRM Gawler 19th May visit.

ACTION R Duance.

Cr. B Sloane left meeting at 2.56pm

9.5 Phone line

Contact with Ryan from Council to cost of cable and pit box.

ACTION P Payne.

9.6 ULTM Project

There is 1ha of weed mat now installed. Team are working on sand trenches and have run out of sand.

Working on pad costs with UTLM.

MOVED D Armstrong **SECONDED** R Duance That the report be received.

CARRIED.

Meeting adjourned for Afternoon tea 3.00pm – 3.15pm.

10. Coordinator's Report: Chris Hall

10.1 Vintage Fair Float

Following discussions with the Nursery Manager a recommendation that 500-700 plants that are surplus to requirements be sold to be used in the Co-op vintage festival float. Tube stock need a sticker with the BBG logo and some information about the plant put on them as an advertising feature.

ACTION P Payne and C Hall to activate.

MOTION: That the recommendation be approved and acted upon. **MOVED** D Armstrong **SECONDED** R Duance. **CARRIED.**

10.2 Faith Community Service Yr 11 students

Now not coming until July and it now clashes with our timetable as the site manager is on leave for July and August. We need to have people in charge.

ACTION. K Jenkins, P Payne and C Hall can resolve the problem.

10.3 Skills in the Regions– Meeting with key stake holders to progress this project which in the first instance would be for one year but has the option of running for a longer time. Barossa Lower North Futures Inc., Tafe, RDA Barossa and Council would be in the partnership with operations to be held at Bush gardens. They would work under conditions as set by the BG.

MOVED D Armstrong **SECONDED** B Simons That we take part in the project. **CARRIED.**

10.4 Village Landcare Project

We have received funding of \$54,000 over three years for salary for 2-3 coordinators. It commences on March 25th. A paid Barossa supervisor for

disabled persons will also be in attendance. We can look at a whole range of activities.

We were fortunate to be the only SA recipient of the project coordinated by Victorian Landcare. The money for the 2013 period has to be spent by 30th June, so we have the opportunity to employ an assistant to the coordinators of this project.

10.5 Open day

Setting up on 7th April from 8am onwards. 3 marquees to erect. No one able from NRM to man the NRM stall.

Need a '**Meet and Greet**' table. FoBB to man that.

Tours. Decided we ask for a donation for tour but not charge.

Working group planning well under way.

- Plant sales
- Technical advice
- Session on plant knowledge?
- Guided tours
- Craft activities K Wohlers + volunteers
- Posters on front door of VC
- ZEN workshop inside
- APS contacted TBA after their next meeting.

10.6 Hall hire-

A proposal of \$100.00 including kitchen use plus a clean-up and set-up fee including toilets of \$35. Bond of \$200.00

ACTION C Hall to advise Council and draw up procedure

10.7 Barossa Spoke are interested of having a Reconciliation Week 30 May event on site with tour.

ACTION R Duance to follow up.

P Payne left the meeting at 4.07pm.

12. Site Management SC Report: Bill Simmons

Covered by C Hall in his report.

13. Tours –

13.1 Mid Murray Group of about 20 people enjoyed the tour and made purchases of \$100 in plant sales.

13.2 Fencing Working bee.

The holes are drilled and now wait for rest to be done but not during the hot weather.

14. Marketing SC report

No report.

15. Strategic Planning

see 6.1 Business arising

16. Information Sharing

True North process K Jenkins reported that D Armstrong, K Jenkins, I Baldwin, P Payne and C Hall had taken part in the True North staff management assessment and had all found it to be very helpful. K Jenkins suggested that it might be useful for the committee to go through the process as part of the strategic planning or orientation process.

R Johnstone had raised concerns that NRM will get taken over by DEWNA and in so doing will get lost in the organisation, he also raised the importance of developing an understanding of the link between the Natural Resources Levy that all ratepayers pay and funding for community NRM projects such as the BBG.

17. Next Meeting and Key Dates

Section 41 Committee 12th April 2013 @1.00pm at Council Committee Room.

Open Day 7th April 2013

18. Meeting Closed 4.20pm