

**MINUTES OF THE MEETING OF
THE BAROSSA BUSHGARDENS S41 COMMITTEE**

**To be held in the Council Chambers on Wednesday 17 January 2018 commencing at
1:05pm**

1. **WELCOME** The Chairperson K Jenkins welcomed all to the meeting. The Committee acknowledges the traditional owners of the land on which we meet, the Peramangk and Ngadjuri People, and respect their cultural heritage, beliefs and relationship with the land, and acknowledge that they are of continuing importance to the Peramangk and Ngadjuri People living today.
2. **PRESENT**
K Jenkins, L Mason, T Waldhuter, D Armstrong, B Lillecrapp, Y Riley, G Mavrincac (1:09pm).
3. **APOLOGIES** –
N Rea.
4. **GUESTS** –
Nil.
5. **CONFLICT OF INTEREST**
Nil.
6. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**

MOVED T Waldhuter that the Minutes of the meeting held on 18 October 2017 as circulated be confirmed as a true and correct record of the proceedings of that meeting.

Seconded B Lillecrapp

CARRIED

7. MATTERS ARISING FROM PREVIOUS MINUTES

- 7.1 Volunteer Recognition of Service Nominations
Ross Dawkins was nominated by the Committee, and received a Certificate of Recognition following the 21 November 2017 Council Meeting.
- 7.2 Purchase of cash register.
Purchase pending – to be finalised by February/March 2018.
- 7.3 Formal Plan for Dementia Friendly Garden be submitted to the Committee when available.

Plan provisionally approved, with the inclusion of a second entrance near the CFS Garden.
- 7.4 Review of Herbicide Use Policy and Weed Management Policy.
Ongoing, with assistance from volunteers.

ACTION: G Mavrincac to ascertain if Council has similar Policy that can be adapted for use.

- 7.5 An Audit to be undertaken to determine the requirements for disability access to the Bushgardens and Natural Resource Centre.

It was suggested that parking be allocated in front of the new Nursery Space, with angle parking.

N Rea has provided the following comment:

Accessible (Disabled) Parking

New Australian Standards for Accessible (disabled) Car parks (AS1890.6) need to be considered when planning and constructing vehicle parking within the BBG.

The size of each car park space should be 5.4m deep and 2.4m wide. Between each car park a shared zone of the same dimensions to allow for exit and entry from the sides of vehicles.

The area allocated for the access car park allows for parking of 3 vehicles with a shared zone between each vehicle.

The position of this car park area could be located on the North side of the Retail garden with the parking space 45 degree to the fence line. The area 12m X 6m.

Signage needs to be of sufficient size and in a prominent position to promote and encourage the use of these parking spaces by people with a disability.

Accessible (disabled) Friendly Pathways.

There are several walking routes/pathways within the BBG which can be identified as either main or secondary. The pathways identified as main need to be assessed and possibly upgraded. The width of the pathway needs to be wide enough to allow for Wheel chairs and for passing foot traffic.

Things to consider:

- Width of pathway
- Camber of pathway
- Drainage
- Suitable materials (no deep gravel)

- 7.6 Fencing of Bio-Cycle.
B Lillecrapp and T Waldhuter to pursue options and quotations.

- 7.7 Seed collection site.
Pending – awaiting further advice from R Johnstone.

MOVED L Mason that the matters arising from the previous minutes and any recommendations contained within it be adopted.

Seconded D Armstrong

CARRIED

8. WORK HEALTH AND SAFETY REPORTING

Nil.

9. CORRESPONDENCE

Nil.

10. REPORTS

10.1 Management Committee Report:

10.1.1 Strategic Plan Update 2017

An updated Strategic Plan was distributed to Committee members and staff prior to the meeting for comment.

MOVED B Lillecrapp that the Committee adopt the revised Key Result Areas and Strategies as presented in the 2017 update.

Seconded L Mason

CARRIED

L Mason congratulated G Mavrinac on the excellent standard of the Strategic Plan.

MOVED L Mason that the Committee adopt 'Place, Plants and People' as the tag line for the Barossa Bushgardens.

Seconded T Waldhuter

CARRIED

10.1.2 Staffing arrangements

G Mavrinac advised that the updated structure following the Directorate review is working through internally. The next stage will be to review Position Descriptions. P Payne has returned to work in a limited capacity, and will be focusing on the delivery of the Open Space Grant.

Discussions are currently underway with the NRM, to determine possible funding opportunities for the proposed position of Team Leader, Environmental Services.

MOVED D Armstrong that the information items contained in the Management Committee Report be received and that any recommendations contained within it be adopted.

Seconded B Lillecrapp

CARRIED

10.2 Financial Sub Committee Report:

ACTIONS: N Rea to follow up with A Fairney in relation to water charges for the Seeding Natives area.

G Mavrinac to follow up to determine if there are any funds outstanding for the Carers and Disability Link Dementia program.

MOVED T Waldhuter that the Financial Reports be received and any recommendations therein be noted.

Seconded D Armstrong

CARRIED

10.3 NRC Coordinator's Report including NRC report

Discussion ensued in relation to the replacement of the Quad Bike with a like for like, or with a Gator vehicle.

ACTION: G Mavrincac to discuss opportunities for seeking sponsorship with N Rea.

MOVED T Waldhuter that the information items contained in the Coordinator's Report including NRC Reports be received and that any recommendations contained within it be adopted.

Seconded B Lillecrapp

CARRIED

10.4 Nursery Manager Report:

MOVED L Mason that the information items contained in the Nursery Manager Report be received and that any recommendations contained within it be adopted.

Seconded D Armstrong

CARRIED

10.5 Site Manager Report :

Volunteers have been busy with weed control and watering

MOVED T Waldhuter that the information items contained in the Site Management Sub Committee Report be received.

Seconded B Lillecrapp

CARRIED

10.6 Tours Report

Nil.

10.7 Update of Key Projects

10.7.1 Labyrinth

L Mason advised that the Labrynth Group received confirmation on 15 December 2017 that the project had been successful in obtaining funding from The Barossa Council for \$1,500.00 which would allow the completion of the project after an eight year journey. Consideration is now being given to preparing a media release, and holding an official opening,

10.7.2 Nature Play

10.7.3 Community Nursery

Y Riley confirmed that priority will be given to establishing the new plant sales area, workload permitting.

10.7.4 Village Landcare/Carers and Disability Link

MOVED D Armstrong that the information items contained in the Update of Key Projects Report be received and that any recommendations contained within it be adopted.

Seconded T Waldhuter

CARRIED

11. GENERAL BUSINESS

11.1 Drawing from Nature Program

K Jenkins advised that a request had been received to hold a 'Drawing from Nature' program to be held 7 April 2018. A formal application will be forthcoming.

The Committee congratulated T Waldhuter on being nominated for consideration to receive a Australia Day Award, and thanked him for his tireless efforts.

MOVED K Jenkins that the items in General Business be noted.

Seconded T Waldhuter

CARRIED

12. NEXT MEETING and Dates to note

Meeting: Wednesday 14 February 2018 commencing 1:00pm at The Barossa Council Chambers.

13. CLOSURE

There being no further business, the meeting closed at 2:18pm.

Confirmed

Date:

Chairperson: