

**MINUTES OF THE MEETING OF
THE BAROSSA BUSHGARDENS S41 COMMITTEE**
held in the Council Chambers on Friday 11th March 2016 commencing at 1.16pm

1. **WELCOME** The Deputy Chairperson R Johnstone welcomed all to the meeting.
2. **PRESENT** K Jenkins, T Waldhuter, R Dawkins, D Armstrong, R Johnstone, S Barrett, G Mavrinac, P Payne.
3. **APOLOGIES** B Lillecrapp,
4. **GUESTS** – Nil
5. **CONFLICT OF INTEREST**
R Johnstone advised of his membership of the AMLNRM Board

6. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**
MOVED D Armstrong that the Minutes of the meeting held on 12th February 2016 as circulated be confirmed as a true and correct record of the proceedings of that meeting.
Seconded T Waldhuter **CARRIED**

K Jenkins arrived 1.19pm

7. **MATTERS ARISING FROM PREVIOUS MINUTES**
7.1 Committee Membership (K Jenkins follow up with Cr T Hurn)
Moved R Johnstone The Committee investigate the various possibilities of getting new members of the committee including an advertisement, job description, promotional flyer.
Seconded K Jenkins **CARRIED**

MOVED K Jenkins That the matters arising from the previous minutes and any recommendations contained within it be adopted.
Seconded T Waldhuter **CARRIED**

8. **WORK HEALTH AND SAFETY REPORTING**
No report

9. **CORRESPONDENCE**
9.1 Correspondence In:

From	Subject	Received	Action
Community Group Action	Sedge Snippet March 2016 - FREE Park entry, micro-bat walk, FREE workshops, exciting job opportunity, Autumn Nature Day and much more	3:06 PM	
Natural Resources SA Murray-Darling Basin	Citizen Science Autumn 2016 - Natural Resources SA Murray-Darling Basin	3:01 PM	
Craig Wilkins, Conservation SA	Your chance to actively help protect the environment that you love	12:35 PM	
BGANZ	BGANZ Update - BGCI Survey, BGANZ Survey, Vacancy, Nature Play week launch, Open Day Update	12:12 PM	
Bush Heritage Australia	Sarah, help secure the Night Parrot's future	9:56 AM	

Ross_Dawkins	S41 Bushgardens Notice of meeting and Agenda etc.	9:28 AM	
Joanne Thomas	Appointment of Chris Horsell - Manager, Knowledge and Technology Services	9:01 AM	
Diane Salvi	To share with your networks: Living Building Challenge @ the Adelaide Sustainability Centre Wednesday 30 March 2016	Wed 5:50 PM	
BirdLife Australia	Make the "Green Growth Plan" an opportunity for birds	Wed 1:38 PM	
Martin McCarthy	Acting Director Works and Engineering Services	Wed 12:27 PM	
BIGG	Don't forget to come to our Native Grasses/ Soil & Fertiliser Pasture Walk	Tue 5:27 PM	
Gawler Regional Natural Resource Centre	Sustainable Living Workshops and Paddock Tree Project	Tue 3:23 PM	
BGANZ	BGANZ Open Day Update: T-Shirts now available for order	Tue 12:09 PM	
Kimberley Rohan	Armed Hold Up Training - SAPOL	Tue 9:38 AM	
Our Community	We can finally share our Communities in Control news (reissue)	Mon 5:45 PM	
Our Community	Members, we can finally share our Communities in Control news	Mon 4:20 PM	
BGANZ	BGANZ Update - Very Short Survey - Pets in Botanic Gardens	Mon 1:46 PM	
NRM Education	NRM Education latest news - David Suzuki in your classroom, amazing caterpillars, WOW workshops and more...	Sun 8:25 AM	
Martin McCarthy	Consultation Document for Minor Organisational Change Proposal	Fri 4/03	
Diane Salvi	Living Smart Facilitator Training 6-8 May	Fri 4/03	
Landcare Australia	Two simple ways for Junior Landcarers to win	Fri 4/03	
Barossa Visitor Centre	Enewsletter Update 4th March 2016	Fri 4/03	
Kirsty Hage	New Temporary Staff Starting	Fri 4/03	
BGANZ	BGANZ Update - Vacancy Auckland Gardener	Thu 3/03	
Nichols, Chris (DEWNR)	FW: Calender of Events March 2016 [DLM=For-Official-Use-Only]	Thu 3/03	
BGANZ	BGANZ Open Day Registrants Update	Thu 3/03	
Tourism Barossa	Events and opportunities	Thu 3/03	
SALA Festival	Registrations open NEXT WEEK	Thu 3/03	
BirdLife Australia	BirdLife Australia stands up for shorebirds in March e-news 2016	Thu 3/03	
Craig Wilkins, Conservation SA	Did you see this?	Thu 3/03	
Julian Marchant	Connecting schools to sustainability measures	Wed 2/03	x
Craig Grocke	Grant Opportunities for the Bush Gardens	Wed 2/03	

Conway, Bill (Disability Unit Nuriootpa HS)	Round 2 Stronger communities programme	Tue 1/03	
Raymond, Andrew (DEWNR)	FW: Regional Landcare News - February [DLM=For-Official-Use-Only]	Tue 1/03	
Karen McDonald	FW: Survey of Volunteer Managers - REMINDER	Tue 1/03	
Regional Landcare Facilitator	Regional Landcare News - February	Mon 29/02	
Brand South Australia	Enter Fast Movers for your chance to win \$10k cash	Mon 29/02	
Jayne Glover	Now out for consultation - Code of Conduct for Volunteers	Mon 29/02	x
Kathryn Schilling	FW: You have more time for your Sustainable Communities entry!	Mon 29/02	x
Our Community	Registrations now open: Board Builder conference	Mon 29/02	
Jenkinson, Rebecca (DEWNR)	Followup from NRC Alliance meeting [DLM=For-Official-Use-Only]	Mon 29/02	x
Sophie's Patch	Sophie's Patch February 2016 Newsletter	Sun 28/02	
NRM Education	NRM Education latest news - parks week, community talks, grants, learning experiences and more.....	Sun 28/02	
Community Group Action	Sedge Snippet - Feb 2016 - Volunteer grants, Clean Up Aus Day, olive control training, Crag Care and much more	26/02/2016	
TBC Team	Welcome to your February enews	26/02/2016	
Landcare Australia	Landcare Australia eNewsletters	26/02/2016	
BGANZ Secretariat	THE BOTANIC GARDENER March 2016 - OUT NOW - Yes this month we're full of Youthful energy and perspectives so we're early! Read online or Print the PDF	26/02/2016	
sarah barrett	FW: S41 Minutes	26/02/2016	
BIGG	The BIGG Bulletin - February	26/02/2016	
Tourism Barossa	Welcome to this week's Tourism Barossa Newsletter	26/02/2016	
AAEE 2016 Conference Secretariat	Save the dates!	25/02/2016	x
BirdLife Australia	Why do females migrate to Australia, but males apparently don't?	25/02/2016	
Chris Kruger	FW: New Paddock Tree Project announced	25/02/2016	
Service at Our Community	Funding Centre subscription confirmed	23/02/2016	
Raymond, Andrew (DEWNR)	Funding Centre Newsletter subscription [DLM=For-Official-Use-Only]	23/02/2016	
Sandie Simons	Grant Opportunity	23/02/2016	x
The SGIC Community Grants team	Community Grants is evolving	23/02/2016	
Landcare Australia	Do you have a Drought Resilience Landcare story to tell?	22/02/2016	
Landcare Australia	Help educate our kids about healthy eating	22/02/2016	
secretariat@bganz.org.au	Barossa Bushgardens to join the inaugural Botanic Gardens Open Day??	22/02/2016	x

NRM Education	NRM Education latest news - kicking goals at the wetland, climate change workshop, environment day awards and more....	21/02/2016	
Tourism Barossa	Preparing for a new Barossa.com	19/02/2016	
BIGG	Native Grasses/ Soil & Fertiliser Pasture Walk	18/02/2016	
Gawler Regional Natural Resource Centre	Gawler NRC News	18/02/2016	
Tourism Barossa	Applications are now open for the next round of Barossa Trust Mark licences	17/02/2016	x
Nature Play SA Inc.	Your Nature Play SA Inc. receipt [#1934-1595]	17/02/2016	
Julie Slaghekke	Re: Nature Play Create Connect Conference	17/02/2016	
Martin McCarthy	Staff Annoucement - Resignation of Peter Bice	17/02/2016	x
Landcare Association of SA	LASA Newsletter February 2016	16/02/2016	
Kathryn Schilling	FW: SA History Festival Nuriootpa event 14 15 May	16/02/2016	x
BGANZ	BGANZ Update - Vacancy Wellington and BGCI Cultivate newsletter	16/02/2016	
Conservation SA	Do you want SA to be the world's nuclear waste dump?	15/02/2016	
NRM Education	NRM Education latest news - conferences and workshops, film competition, sustainability tool going global and more...	14/02/2016	
Craig Wilkins, Conservation SA	A plan to produce free electricity for South Australia by embracing nuclear waste sounds like a wonderful idea. But it won't work.	11/02/2016	

BUSINESS ARISING

- Make application to T Pasin's office to apply for Australian Stronger Communities Program Grant funding
- NRM education need to be kept informed of what we do in education
- NRC Alliance meeting held over for next S41 meeting
- SB/KW to write abstract for consideration for AAEE Conference 2016
- Meet with Nuri Futures to discuss options for BBG involvement in SA History Week celebrations on May 14/15.
- Staff from AMLR NRM to meet with BBG regarding service level agreement 16/17. Looking for more evidence as to how the levy is working in the region.

9.2 Correspondence Out:

MOVED R Johnstone that Correspondence in and out be received.
Seconded D Armstrong

CARRIED

10. REPORTS

10.1 Management Committee Report:

G Mavrillac discussed the relationship between S41 Committee and Council.

- Reporting process to both the committee and Council.
 - Financial reporting.
 - S Barrett and P Payne's reports to be standardized.
 - Recommendations to be redrawn to make it a lot easy for staff and the committee and Council.
 - Need to approve of Position descriptions
-
- Car park works dept budget – time lines G Mavrillac to follow up

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

Seconded D Armstrong

CARRIED

10.2 Financial Report:

S Barrett reported that the budget is on track

MOVED R Dawkins That the Committee request what the figure for salaries for \$7,536 in item B 160 be advised at the next meeting.

Seconded T Waldhuter

CARRIED

MOVED D Armstrong That the Financial Report be received and any recommendations therein be noted

Seconded R Dawkins.

CARRIED

10.3 Nursery Manager Report: P Payne

Refer the attached report

Advised there would be a pickup day at the BG for Pinery fire landholders.

MOVED D Armstrong That the committee recommend that the Pinery fire vegetation recovery committee run a field day at the Bushgardens on the 5th June.

Seconded R Johnstone

CARRIED

Advised the old Work for the Dole program is now complete and a new one with Neways has started.

Inductions are being revamped to make it more efficient. Awaiting to be completed by Council.

Job Descriptions to be sent to HR.

MOVED K Jenkins the Committee approve the job descriptions be forwarded to HR for approval.

Seconded D Armstrong

CARRIED

MOVED D Armstrong that the information items contained in the Nursery Manager's Report be received and that any recommendations contained within it be adopted.

Seconded R Dawkins

CARRIED

10.4 Coordinator's Report including NRC report: S Barrett

Refer to attached report

- Facebook going well.
- New members of the NRC Committee

MOVED R Johnstone The S 41 Committee endorse the NRC Subcommittee recommendation that Barbara Burford and Geoffrey Sparrow be endorsed as

members of the sub-committee.

Seconded T Waldhuter

CARRIED.

MOVED K Jenkins That a review SafeWork instructions be carried out.

Seconded D Armstrong

CARRIED.

- Site Management Committee meeting
- Draft Code of Conduct has been prepared - a need to formalize it.
- Minor vandalism to taps in the garden – lost some water. Need to report to the police, also Talk to Alan Jackson.
- AAEE conference in Adelaide in October

MOVED R Dawkins that the information items contained in the Coordinator's Report including NRC Report be received and that any recommendations contained within it be adopted.

Seconded T Waldhuter

CARRIED

10.5 Site Management SC Report: B Lillecrapp/T Waldhuter

- T Waldhuter reported that the committee are reviewing the naming of tracks and garden beds along with signage.
- Productive conversation with the APS Para group to revamp the Eremophila garden.
- Need to put timelines on each of the gardens.

MOVED T Waldhuter that the information items contained in the Site Management Sub Committee Report be received and that any recommendations contained within it be adopted.

Seconded R Dawkins

CARRIED

S Barret left the meeting 3.23pm.

10.6 Tours

- Sarah to follow up insurance person who replaced Liz Millington
- APS tour in October

MOVED R Dawkins that the information items contained in the Tours Report be received and that any recommendations contained within it be adopted.

Seconded T Waldhuter.

CARRIED

11. GENERAL BUSINESS

11.1 Nil

12. NEXT MEETING and Dates to note

Friday 8th April 2016 at 1pm at The Council Office.

13. CLOSURE

There being no further business, the meeting closed at 3.34 pm.

Confirmed

Date:

Chairperson: