TheBarossaCouncil

NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of the Barossa Bushgardens Committee will be held on Wednesday 14 June 2023 in the Council Chambers, 43-51 Tanunda Road, Nuriootpa, commencing at 1:00pm.

A G E N D A

1. BAROSSA BUSHGARDENS COMMITTEE

1.1 Welcome

1.2 Members Present

1.3 Leave of Absence
Nil

1.4 Apologies for Absence
Nil

1.5 Minutes of previous meetings – for confirmation:
1.5.1 Barossa Bushgardens Committee meeting held on Wednesday 12 April 2023 at 1:00pm

1.6 Notice of Motion
Nil

1.7 Questions with or without Notice
Nil

1.8 Declaration of Interest
Members are required to declare and manage conflicts of interest in accordance with the *Local Government Act*.

2. CONSENSUS AGENDA

2.1 Visitation to Barossa Bushgardens 3

2.2 Risk Management/Work Health and Safety 4

2.3 Marketing Initiatives and Sales Opportunities 5

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2.6 Partner Projects Update 29
2.7 Strategic Plan Progress Report 31
2.8 Chairperson's Report 44
2.9 The Future of Reconciliation and Barossa Bushgardens Open Day 45
2.10 Community Environment Forum 46

3. CONSENSUS AGENDA ADOPTION

3.1 ITEMS FOR EXCLUSION FROM CONSENSUS AGENDA

3.2 RECEIPT OF CONSENSUS AGENDA

3.3 DEBATE OF ITEMS EXCLUDED FROM CONSENSUS AGENDA

4. DEBATE AGENDA

4.1 Finance Report 56

5. CONFIDENTIAL AGENDA

Nil

6. URGENT OTHER BUSINESS

7. NEXT MEETING

Wednesday 9 August 2023 at 1:00pm

8. CLOSURE

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.1 VISITATION TO BAROSSA BUSHGARDENS

Author: Executive and Project Support Officer
23/28943

From February to the end of April the following events were held:

- 6 tours
- 3 awareness raising event
- 13 workshops
- 3 events
- 48 other events (facilitation and networking)

with at total visitation number of 1302.

RECOMMENDATION

That the report item 2.1 be received and noted.

ATTACHMENTS
Nil

SUPPORTING REFERENCES
Nil.

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.2 RISK MANAGEMENT/WORK HEALTH AND SAFETY

Author: Executive and Project Support Officer
23/28945

A large branch that broke off a tree and was suspended between two trees was secured with bunting before being removed by Depot staff shortly after.

The Risk Management Team has raised concerns of having a large green-waste pile in the gardens. The NRC Coordinator has asked Works and Engineering to be included in a regular schedule to remove the piles every three months.

An Emergency Evacuation Drill was conducted on 16 March 2023. Some of the volunteers were commended for their ability to keep the group together and helping with the procedure. Concerns were raised in relation to not having a proper fire alarm that is loud enough to be heard in the gardens, accounting of volunteers during the procedure and staff taking on several roles (warden, first aid officer).

As a result the process to account for volunteers has been improved, with further improvements being developed as well as other recommendations.

One Incident Report has been raised in SkyTrust affecting one client of the Nature and Natters Group that has lost balance while bending over to pick up something off the floor. The person landed first on their knees, before falling further forward and hitting their head on the roller door.

An ambulance was called but after one hour recalled as the clients partner drove the person to hospital for a check-up. No treatment has been necessary and the client was released from hospital shortly after.

RECOMMENDATION

That the report item 2.2 be received and noted.

ATTACHMENTS
Nil

SUPPORTING REFERENCES
Nil.

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.3 MARKETING INITIATIVES AND SALES OPPORTUNITIES

Author: Executive and Project Support Officer
23/28957

As part of the plant give away through The Big Project, an extensive media plan has been developed. This includes social media advertising of the project as well as a native backyard competition and a personal story of the NRC Coordinator and her native garden.

From last year's experience, staff are expecting increased sales due to customers buying extra plants on top of their free plants.

The NRC Coordinator is helping develop seed boxes for one of the Barossa Young Ambassadors. If the project is realised, the Bushgardens and Council logo will feature on the box and distributed across the region. The initial plan involves the production of approximately 1000 seed boxes, subject to success of project development.

Councillor Kathryn Schilling has received Social Media Training from The Barossa Council and supports BBG staff with representation on Facebook.

RECOMMENDATION

That the report item 2.3 be received and noted.

ATTACHMENTS
Nil

SUPPORTING REFERENCES
Nil.

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.4 MATTERS ARISING FROM PREVIOUS MINUTES

Author: Executive and Project Support Officer
23/28958

The following actions from previous meetings are in progress as detailed below:

Meeting Date	Resolution/Action	Status	Actioning Officer
10 February 2021	Offer of donation – Memorial Seating and Woolemi Pine Tree – Design Guide to be submitted to future S41 Committee meeting	The Friends of Barossa Bushgardens were successful with a grant application with the Department of Human Services to purchase and install a shelter and wheelchair friendly seating in the Community Garden. The shelter has been installed and seating delivered. As part of the in-kind contribution to the grant, the NRC Coordinator will has to organise five workshops for Disability Support Groups that are held within the Food for the Soul Community Garden, e.g. wicking bed workshop, composting workshop, worm	NRC Coordinator

		farm workshop. The Woolemi Pine has been potted into a bigger pot and is now in the nursery.	
14 April 2021	Crown Land boundaries to be determined in relation to possible utilisation of part of Council Reserve.	Pending	G Mavrinac
8 February 2023	Investigate the efficiency of the existing solar panels on the Natural Resource Centre	No Action taken	

RECOMMENDATION

That the report item 2.4 be received and noted.

ATTACHMENTS
Nil

SUPPORTING REFERENCES
Nil.

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.5 CORRESPONDENCE

Author: Executive and Project Support Officer
23/28960

Details of correspondence are provided for information.

Date	From	Topic	Action
23 February 2023	Matt Robertson	Minutes from GAEN meeting	Note incoming correspondence
7 March 2023	Ross Oke	Grant funding for Governance Development/ Improvement	Note incoming correspondence
9 March 2023	Kathy Whitta	GAEN Steering Committee endorsement	Note incoming correspondence
31 March 2023	Emma Sandery	Comments to the ToR from Port Environment Centre Committee	Note incoming correspondence
4 April 2023	Kathy Whitta	Final ToR incorporating comments from Port Environment Centre Committee	Note incoming correspondence

RECOMMENDATION

That the report item 2.5 be received and noted.

ATTACHMENTS

Attachment 1 Attachment One - Correspondence - Barossa Bushgardens S41 Committee Meeting 14 June 2023

SUPPORTING REFERENCES

Nil.

From: libbymatt15 libbymatt15 <libbymatt15@bigpond.com>
Sent: Thursday, 23 February 2023 4:09 PM
Subject: [EXTERNAL] Minutes from GAEN meeting

CAUTION: This Message originated outside your organization. Treat all attachments and hyperlinks with suspicion.

Hi all and thanks to those who were able to participate in our Teams meeting on Tuesday.

I have attached the Minutes from the meeting for your review and information. As always, if you pick up anything that has been missed in the Minutes, please let me know and I will update and re-circulate.

I have also updated the GAEN Terms of Reference to reflect the decision that was made at the meeting and now present the adopted Terms of Reference for your records. The TOR requires the signatures of the Centre Chair and Coordinator on the last page - could you please arrange to insert your signatures and the date you signed and return to Kathy when completed - we will compile the signatures into a final document.

A number of matters require some further attention from you, as follows:

- **Election of GAEN Steering Committee** for the next 12 months - Kathy Whitta (Coordinator GEC) and Ross Oke (GM/Chair GWLAP) were duly elected to the Steering Committee and Jack Gill and Matt Robertson indicated a willingness to be co-opted resources, as and when required. Unfortunately, the Terms of Reference require 4 committee members with at least 2 Chairpersons 'shall' be on the committee and the decision arrived at the meeting elected 2 out of 4 committee members, with 1 Coordinator and 1 Chairperson being elected. This matter will need to be resolved as a matter of priority for GAEN going forward.
- The link to the GAEN website is via http://gaen.org.au – Jack has adjusted the permissions now so that when Centres register and are approved (to avoid bots), they have editor capabilities for the site (able to edit page contents). Please have a look at the site and feel free to begin editing the content for your Centre.
- The **draft Governance grant application** is attached to inform decisions about whether it is a worthwhile undertaking. Could you please provide any feedback to Kathy by 3 March, including advice about whether your Centre supports (or not) GAEN going for the Grant. The final date for lodgement is the 23rd. March 2023.
- I've included a link below to the grant info in case you wish to check it out.

https://dhs.sa.gov.au/services/community-grants/grants-sa/governance-and-sustainability-grants-2023

Regards,Matt Robertson

------ Original Message ------
From: "libbymatt15 libbymatt15" <libbymatt15@bigpond.com>
Sent: Tuesday, 7 Feb, 2023 At 4:58 PM
Subject: Next GAEN meeting

Hi all,

Kathy has recently sent out a Doodle Poll to establish the best date to hold our first GAEN meeting for 2023 - and what a cracker of an Agenda we have got!!

The meeting will be held via Teams on Tuesday 21st February commencing at 1.00pm. The agenda for the meeting is attached, together with a load of attachments for you to read. The overall picture that they paint of the collective achievements of all of our Centres, makes for impressive reading!!

While they are all important, one of the most significant matters to be resolved, is the election of people to fill the positions on the inaugural GAEN Steering Committee. Over the last 18 months or more, the original Steering Group has managed the process of delivering the outcomes from the LFP Project (funded by the Hills & Fleurieu and Northern & Yorke Landscape Boards) and our job is done!

We are looking for interested Chairpersons, Coordinator/Managers or Centre Committee Members to nominate for the following positions - Convenor, Deputy Convenor, Secretary and Communication/Liaison Person. Please give this some serious consideration - the roles are for the next 12 months and elections will be held to hopefully refresh the roles in about 12 months.

- I have had the pleasure of 'chairing' the Steering Group comprised of Kathy Whitta, Kerrod Trott and Jack Gill, ably assisted by Ross Oke and I think it is time for a fresh face to lead off the next 12 months. I will however be ready to be co-opted as needed on projects as we go forward.

Additionally, we are seeking Expressions of Interest from any Coordinators who may be interested in working a small amount of additional hours (6 hours per month) over the next 4 months (to 30th June) to provide some admin assistance to GAEN. Kathy has previously mentioned this to Coordinators, and we are now wanting to make a decision on who will be appointed, at our upcoming GAEN meeting. If you are interested - please have a look at agenda item 5 (only a brief idea of what could be involved at this stage), let me know by return email and we will give consideration to whoever might be interested and make a decision on the 21st February.

I hope to 'see' you all on the 21st.

Regards,

Matt Robertson
on behalf of the GAEN Steering Group

Minutes

GAEN Chairpersons/Coordinators meeting

Tuesday 21 February 2023
1.00pm Start Via Microsoft Teams

Attendees: Cath Mossop, Andrew Davidson, Elaine Anderson, Juliann Stoll, Emma Sandery, Jack Gill, Kathy Whitta, Erin Sautter, Vic Rowe, Janine Anninos, Matt Robertson, Maddie Maguire Ross Oke, Doreen Von Linde
Apologies: Bec Lane and Jacquie Shannon
Meeting Chair: Matt Robertson

Item No.	Meeting commenced at 1.10pm
1.	Welcome, acknowledgement of Country, We acknowledge the Kaurna, Peramangk, Ngadjuri and Ngarrindjeri Nations as the Traditional Custodians of the region. We respect Aboriginal people's deep knowledge and relationship with Country and pay our respects to elders past, present and emerging.
2.	Business Arising from last meeting held 12 July 2022 (and subsequent workshops): • **GAEN** – o network structure – *see Agenda Item 3* o develop a web presence/Newsletter – *see Agenda Item 4* o admin. – *see Agenda Item 5* • **GAEN Investment Proposal** – *The original Investment Proposal was used at our meeting with Minister Susan Close and priority matters were identified within the GAEN submission to GA. – see Agenda Item 6* • **Facilitated Workshop sessions**: o Aligning the Strategic focus of Centres with Green Adelaide's Regional Landscape Plan – *see Agenda Item 6* o Development of guiding principles for EC Governance arrangements – *this matter remains outstanding – see Agenda Item 7.* • **Business Planning** to assist Centres to secure other Funding, eg. Grant Funding/evolving to become Contracted Service Delivery resources etc. – *see Agenda Item 6*
3.	**GAEN Network Structure** 1. **GAEN Terms of Reference:** • The final draft version of the ToR (attached to meeting email) was presented for formal adoption. • Discussion included: o 3.3 – the need to add a brief note regarding the context for the "Leveraging outcomes" core value. o 4.2 – the need to clarify that 'members' refers to Environment/Natural Resource Centres o 5.1 – a question about why a minimum of two meetings per year is prescribed – several contributions were discussed and it was agreed that, within the context of not wanting excessive numbers of GAEN meetings each year, that 'two meetings' would be retained.

	• *Matt Robertson moved that the Terms of Reference for GAEN be adopted together with the minor additions to Clauses 3.3 and 4.2 noted above, be adopted.* • *By show of hands, this motion was **APPROVED UNANIMOUSLY*** **2. Election of GAEN Steering Committee** – Nominations were sought from interested Chairpersons, Coordinator/Managers and/or Centre committee members to fill the following positions for the next 12 months. Convenor, Deputy Convenor, Secretary, and Communication + Liaison person (at least 2 Chairpersons and 1 Coordinator/Manager). *Kathy Whitta (Coordinator GEC) and Ross Oke (Chair SNRC) expressed their interest in joining the inaugural GAEN Steering Committee **– By show of hands, these nominees were duly elected to the committee.*** Jack Gill (Chair GEC) and Matt Robertson (Chair FLEC) expressed their interest in being available to be co-opted as additional resources as and when required. **NOTE: the Terms of Reference, requires that there be four positions and that there be at least 2 Chairpersons and 1 Coordinator/Manager on the Steering Committee – as only 2 nominees were put forward (1 Coordinator and 1 Chairperson), 2 more nominations are required, with 1 being a Chair. <u>These matters remain outstanding and will require resolution at a later date</u>.** **As an interim measure, co-opted resources Jack Gill and Matt Robertson could assist the committee in the short term.**
4.	**GAEN web presence:** Kathy Whitta and Jack Gill updated the meeting on this matter as follows: • A draft website has been developed on Wordpress, with the ability to house documents for shared use and review by Environment Centres. • The link to the site will be emailed around to Centres to enable Coordinators to look at the format etc. and provide any feedback.
5.	**GAEN Admin Support:** A small sum of funding from the LPF Project ($1654.00) has been committed to pay a interested Centre Coordinator for 6 hours/month until June 30th to monitor the GAEN Website/be the contact point for Cath Mossop and other Boards wanting to engage with GAEN and coordinate any GAEN meetings etc. Expressions of Interest were sought from the Centre Coordinators and 2 Coordinators expressed an interest in supporting GAEN in the future. A third Coordinator – Kathy Whitta (GEC) expressed her interest in taking on the role until 30th June 2023. *Matt Robertson moved that Kathy be appointed to provide Admin support for GAEN up until 30th June 2023.* *By show of hands, this motion was **APPROVED.*** Discussion followed about the need for ongoing paid GAEN Admin support to be proposed as part of funding discussions with Green Adelaide.
6.	**GAEN submission to Green Adelaide:** Matt Robertson briefly highlighted key matters raised within the GAEN submission to GA (lodged with Green Adelaide on 23 January 2023)'

	Cath Mossop advised that a Board report has been prepared on the submission to the Green Adelaide Board and that this will be considered on Thursday 23 February 2023. Our submission and key attachments will be Appended to the report. Cath advised that she would provide GAEN with an update on any key discussion/issues, once the Minutes of the meeting have been finalised (noting that they are only formally adopted when the Board next meets). A question was raised in relation to whether the Minister for Environment and Water had received any information in relation to how funding the Environment Centres was going, given the Government's policy support. While GAEN has not provided such an update to the Minister, it was not known whether GA has.
7.	**GAEN Grant Funding opportunity:** Erin Sautter (ASC) and Nicole Bennett (H&FLB) forwarded details of the Grants SA, Governance and Sustainability grants for 2023. On behalf of the (now former) Steering Group, Kathy Whitta provided information about the grant opportunity to the meeting and advised that a draft submission (Smarty Grants) was in the process of being drafted. Matt Robertson spoke of the potential for GAEN to apply (possibly) on the basis of undertaking work to develop guiding principles for Environment Centre Governance Arrangements, utilising an external facilitator to guide the Centres through the process. This work was originally proposed as part of the Strategic and Business Planning project work, but was not undertaken. Green Adelaide and the two Regional Landscape Boards continue to strongly support this type of Governance 'Best Practice' process improvement. <u>To help identify whether there is an appetite from our Centres to be involved with applying for this grant funding and (if successful) participating in associated workshop sessions during 2023/24, the draft submission will be circulated to Centre Coordinators for consideration and any feedback.</u> NOTE: as GAEN is not an incorporated entity, the draft submission has been prepared under the Gawler Environment Centre banner and a future decision as to which Centre would be prepared to auspice the funding (if successful) will be required. Funding applications will need to be finalised and lodged by 23rd March 2023.
8.	**Any other business:** **8.1 –** Matt Robertson mentioned that GAEN had previously been supportive in proposing a celebration event to enable Centre volunteers to come together to celebrate our collective achievements. In the past, there has also been support for this event to also be an opportunity to involve the Minister for Environment and Water to acknowledge these achievements and perhaps also enable an announcement about ongoing funding for the Environment Centres etc. Discussion included: • Ensuring that GAEN did not 'side' with any particular political party – maintaining our neutral position. • Should GA agree with adopting a 3-year funding agreement approach to our funding, giving consideration to having the Minister announce this at the event. • Take the opportunity to re-launch GAEN at the event.

	• Consider a date that takes advantage of World Environment Day and the State Environment Awards • HEC announce their "Quiet Green Achievers Awards" on World Environment Day. • Make sure that we have a Communications Strategy around the event. Given the organisational links between GA and the Minster's office, initiate discussions with Cath Mossop/Brenton Grear about how to proceed with this initiative. **8.2 –** Cath Mossop sought feedback on how best to include links to the Environment Centres and/or GAEN on the GA website: • A "one click" to each Centre approach to this is essential – going through a GAEN site, then clicking again to a Centre is not desirable. • Perhaps use a clickable map, based on the Centres Reach Map included within the GAEN Prospectus. • Some reference to GAEN and a link to the GAEN website is desirable. **8.3 –** A vote of thanks was extended to all of the Steering Group members who have ably steered the GAEN 'ship' through the last 18 months. Their work in managing the Business and Strategic Planning project and all the associated communications and organising of meetings etc. has been appreciated by all who have participated. Kathy Whitta, Kerrod Trott, Jack Gill, Ross Oke and Matt Robertson **Meeting closed at 2.40pm** **Next meeting date TBA**

GREATER ADELAIDE ENVIRONMENT NETWORK

FINAL Draft Version [18/01/23]
(for adoption)

FINAL Draft Terms of Reference (ToR) for the GREATER ADELAIDE ENVIRONMENT NETWORK (GAEN)

1. Background

The GREATER ADELAIDE ENVIRONMENT NETWORK (GAEN) formed in 2021 as collaboration between nine (9) diverse Environmental Centres located in metropolitan Adelaide and surrounding areas to the North and South of the city. GAEN straddles areas within the Greater Adelaide Planning Region including the Fleurieu Peninsula, Metropolitan Adelaide and the Barossa Valley.

GAEN includes all centres as equal partners and recognises the individual and local strengths that each centre brings to the collaboration.

GAEN's collective impact extends back over the past 25 years.

2. Purpose and objectives

2.1 GAEN is the representative umbrella entity for community based environment centres, creating long term collaborative and positive outcomes for local environments and communities.

2.2 GAEN will promote strong strategic alignment between the annual programs of events and activities of the nine Centres and the strategies of our funding and support organisations.

2.3 GAEN:

- 2.3.1 Promotes a strategic and collaborative approach towards environment centre management and community engagement.
- 2.3.2 Mobilises the community and government to act
- 2.3.3 Provides a collective voice to influence strategy, policy
- 2.3.4 Promotes / encourages the investment in effective engagement
- 2.3.5 Creates longer term funding across the centres including leveraging *foundation funding* to secure additional investment
- 2.3.6 Ensures the sector works as effectively as possible by sharing resources and collaborating on projects and or planning
- 2.3.7 Provides a platform for the effective engagement of and interface with the nine centres on key and common issues
- 2.3.8 Creates connection and extension of agency to community through extensive, well established and trusted local and regional community networks.

3 How we work together / our shared values:

GAEN's core values are:

3.1 Passion for protecting and enhancing the environment

3.2 Creating change and resilience

3.3 Leveraging outcomes – Centres foundation funding is leveraged to secure complementary additional funding for enhanced program outcomes.

3.4 Creating a healthier planet / places

3.5 Being resourceful in our approach and output

4 Membership:

4.1 The nine Environmental Centres across the GAEN area are eligible for membership.

4.2 New members (Environment/Natural Resource Centres), located with Greater Adelaide may join GAEN on an as needs basis

UNDER DRAFT 12/22

GREATER ADELAIDE ENVIRONMENT NETWORK

FINAL Draft Version [18/01/23]
(for adoption)

4.3 ALL of GAEN members must agree to the appointment of a new member to GAEN.

4.4 All members must commit to the objectives of GAEN (refer to ***Item 2: purpose and objectives***)

5 Meetings

5.1 The GAEN meets on an as needed basis with a minimum of two meetings per year

5.2 Chairpersons and Environment Centre Coordinators/ Managers from each centre will attend the meetings. In the event that one or both are unable to attend a meeting, a Proxy or Proxies from the relevant Environment Centre committee may attend instead.

5.3 Other invitations will be sent as required

5.4 Interests will be declared at the start of each meeting.

5.5 Where possible, decisions shall be made after seeking a consensus from those present. If this cannot be achieved, then by a majority of those voting.

5.6 Where possible meetings will rotate across the region.

5.7 Other meetings

5.7.1 The Environment Centre Coordinators/ Managers from each centre will meet more frequently as a collective of colleagues

6 Steering Committee and other matters of GAEN

6.1 Once a year the following shall be elected from amongst the members to form the GAEN Steering Committee:
A Convenor, Deputy Convenor, Secretary, and Communication + Liaison person

6.1.1 The Steering Committee shall include at least two Chairpersons and one Manager/Coordinator from the Environment Centres

6.2 Through the Convenor, the Steering Committee will be responsible for the following:

6.2.1 Developing the agenda for meetings and or workshops

6.2.2 Facilitating meetings

6.2.3 Determining key communication points and actions arising from each meeting

6.2.4 Supporting GAEN to develop and implement strategic priorities

6.2.5 Supporting preparing submissions and Reports / acquittals on behalf of GAEN

6.2.6 Speaking on behalf of GAEN when appropriate (as directed / agreed)

6.3 GAEN may appoint Working Groups

6.4 GAEN Shall have the power to Co-opt additional resources as required

7 Code of conduct

7.1 Members of GAEN are expected to adhere to the agreed shared working values.

7.2 In addition, members of GAEN must also:

7.2.1.1 be honest and fair when dealing with all persons present at the meetings;

7.2.1.2 deal with information received in their capacity as a member in a responsible manner;

7.2.1.3 be aware of any conflict between their role as a Member of GAEN and their private interests and disclose these conflicts either prior to the relevant matter being discussed or as soon as the conflict becomes apparent;

7.2.1.4 provide accurate information to the group

Updated 07/12/22

GREATER ADELAIDE ENVIRONMENT NETWORK

FINAL Draft Version [18/01/23]
(for adoption)

7.2.1.5 establish and maintain respectful relationships with all GAEN Members, regardless of difference of views and opinions.

7.3 Where GAEN has concerns with any standard of behaviour that is not consistent with the agreed shared working values, GAEN will seek to manage and/or resolve such conflict.

7.3.1 An individual may raise a standard of behaviour issue with GAEN

8 Reporting

It is the responsibility of GAEN members to report back regularly to their respective organisations.

9 Review

The GAEN will review its terms of reference and membership every 2 years.

10 Signed by current GAEN members: (Chair and Coordinator to sign)

Adelaide Sustainability Centre	
Barossa Bushgardens	
Fleurieu Environment Centre	
Gawler Environment Centre	
Strathalbyn Natural Resource Centre	
Hills Environment Centre	
Mount Pleasant Natural Resource Centre	
Port Environment Centre	
Willunga Environment Centre	

DATE: 21/03/2023

.. Ends ..

Updated 07/12/22

From: Ross Oke <ross.oke@gwlap.org.au>
Sent: Tuesday, 7 March 2023 4:58 PM
To: libbymatt15 libbymatt15 <libbymatt15@bigpond.com>
Subject: [EXTERNAL] Re: Grant Funding attachment from GAEN meeting

CAUTION: This Message originated outside your organization. Treat all attachments and hyperlinks with suspicion.

Hi all,

I'm wary of contributing to a lengthy email discussion but Emma, Jacquie and Matt have all made some really useful suggestions and perhaps the best approach is to incorporate these into the grant application as that will only improve it. A review of the polices to identify gaps seems like a very good approach. I am aware of policy / governance "Toolkits" that are available from Landcare and other organisations to support NFPs. If we can incorporate a review and recommendations with the focus on the outcome of "best practice" as Jacquie and Matt have mentioned, individual Centres can take what they need and leave what they don't need.

If I'm interpreting Jacquie's comments correctly, we focus on the outcome of best practice and keep the wording a bit loose as to the process eg. "review current policies and procedures and facilitate information sharing to...." without specifying that workshops will be part of the process necessarily.

I think this could be very valuable.

Regards, Ross.

Ross Oke

General Manager

Goolwa to Wellington
Local Action Planning Association Inc.

PO Box 674, Strathalbyn, SA 5255

Ph: 08 8536 5612
Mob: 0427 917 511
Web: www.gwlap.org.au

From: GEC Coordinator <coordinator@gawlerenvironmentcentre.org.au>
Sent: Thursday, 9 March 2023 2:47 PM
Subject: [EXTERNAL] RE: GAEN Steering Group endorsement and governance grant application

CAUTION: This Message originated outside your organization. Treat all attachments and hyperlinks with suspicion.

Thanks all,

Bec has now been unanimously elected to the GAEN Steering Committee. We extend a warm welcome and are very happy to have her onboard. We still need to have one Chairperson join the team...

All centres apart from PEC have indicated that they are happy for the governance grant application to go ahead. We will proceed on the basis that centres can participate as and when they wish, and will try to keep time commitments to a bare minimum (with a focus on review and development of guidelines, as opposed to workshops).

Ross has suggested that as part of the governance grant application we also apply for a sum to support a GAEN Admin role, say one day per month. We have already provided costings to GA re this but in case they don't come through this might be a good back up. Please let me know by CoB on Tue 14 March if you have any objections to this addition to the grant application.

Many thanks,
Kathy Whitta | Coordinator



Part-time hours. Tue-Thu 9.30am - 4pm
8 Main North Rd, Gawler SA 5118
P 8524 6265 | E coordinator@gawlerenvironmentcentre.org.au
gawlerenvironmentcentre.org.au | Facebook | E-newsletter
Proudly supported by Green Adelaide

From: Emma Sandery <hello@portenvironmentcentre.org.au>
Sent: Friday, 31 March 2023 4:17 PM
Subject: [EXTERNAL] RE: Minutes from GAEN meeting

CAUTION: This Message originated outside your organization. Treat all attachments and hyperlinks with suspicion.

Afternoon all,

I have been asked to forward you on the attached letter from the PEC Management Committee following our March committee meeting. This is in response to their review of the TOR document (when issued to centres for sign off).

Please have a read through.

JulieAnn (PEC Chair) and myself are happy to discuss steps forward together.

Thanks everyone,

Emma Sandery
Port Environment Centre Coordinator
27 North Parade, Port Adelaide

Wednesday, Thursday, Friday
0488 229 925
portenvironmentcentre.org.au

Management Commi□ee
Port Environment Centre
27 North Parade,
Port Adelaide 5015
31/3/23

Dear GAEN representa□ves,

At our March mee□ng, the Port Environment Centre Management Commi□ee discussed the great work being done to develop GAEN and to define its long-term role in suppor□ng environment centres. We are excited by the poten□al to magnify the already impressive value being delivered through the Port Environment Centre as part of an allied network.

Board members had a frui□ul discussion regarding how GAEN can best dove-tail into the governance requirements of the Port Environment Centre Cons□tu□on. In par□cular, board members reviewed the GAEN TOR and the recent le□er sent to Mr Greer and discussed the appropriate division of responsibili□es between GAEN and the PEC Management Commi□ee.

We iden□fied some of the proposed roles for GAEN as incompa□ble with the PEC Cons□tu□on and our formal governance prac□ces. The principal area we need to clarify is the need for GAEN ma□ers to be voted on by the PEC management commi□ee, not the PEC Chair or Centre Coordinator, because the PEC cons□tu□on does not provide for decision making authority to be delegated. As we see it, this dis□nc□on won't affect the majority of the work undertaken in GAEN mee□ngs, however we foresee there will be □mes when approval from the PEC Management Commi□ee will be required before GAEN may proceed with certain decisions. Therefore, our GAEN representa□ves will some□mes need to bring important ma□ers back to the PEC Management Commi□ee for a decision on behalf of PEC.

The other key theme of our discussion was the need for communica□on to external stakeholders, such as Green Adelaide, to be provided to PEC for feedback and approval before it is sent on our behalf. Clarifica□on on this and other points has been included in the modified GAEN Terms of Reference a□ached, along with a few procedural recommenda□ons.

We hope that by agreeing on the rela□ve authority and responsibility of GAEN and its members, a robust founda□on will be set for the long-term success of the network.

Sincerely,
Port Environment Centre Management Commi□ee.

GREATER ADELAIDE ENVIRONMENT NETWORK

FINAL Draft Version [18/01/23]
(for adoption)

~~FINAL~~ Draft Terms of Reference (ToR) for the GREATER ADELAIDE ENVIRONMENT NETWORK (GAEN)

1. Background

The GREATER ADELAIDE ENVIRONMENT NETWORK (GAEN) formed in 2021 as collaboration between nine (9) diverse Environmental Centres located in metropolitan Adelaide and surrounding areas to the North and South of the city. GAEN straddles areas within the Greater Adelaide Planning Region including the Fleurieu Peninsula, Metropolitan Adelaide and the Barossa Valley.

GAEN includes all centres as equal partners and recognises the individual and local strengths that each centre brings to the collaboration. Each of the nine environment centres is a member of GAEN

GAEN's collective impact extends back over the past 25 years.

2. Purpose and objectives

2.1 GAEN is ~~the representative umbrella entity for~~an alliance of community based environment centres, creating long term collaborative and positive outcomes for local environments and communities.

2.2 GAEN will promote strong strategic alignment between the annual programs of events and activities of the nine Centres and the strategies of our funding and support organisations.

2.3 GAEN:

- 2.3.1 Promotes a strategic and collaborative approach towards environment centre management and community engagement.
- 2.3.2 Mobilises the community and government to act
- 2.3.3 Provides a collective voice to influence strategy, policy
- 2.3.4 Promotes / encourages the investment in effective engagement
- 2.3.5 Creates longer term funding across the centres including leveraging *foundation funding* to secure additional investment
- 2.3.6 Ensures the sector works as effectively as possible by sharing resources and collaborating on projects and or planning
- 2.3.7 Provides a platform for the effective engagement of and interface with the nine centres on key and common issues
- 2.3.8 Creates connection and extension of agency to community through extensive, well established and trusted local and regional community networks
- 2.3.9 Advocates for the shared needs of its members with funding bodies and other influential stakeholders.~~.~~

2.4 Environment centres each have unique leadership arrangements specific to their individual constitution or governance, and therefore GAEN does not:

- 2.4.1 Govern environment centres, make decisions on behalf of members, direct the resources of members, or influence the management of the individual environment centres
- 2.4.2 Negotiate contracts, financial arrangements, grant terms or other matters on behalf of members
- 2.4.3 Communicate on behalf of members to a stakeholder until the communication has been approved by each member (per individual governance requirements).
- 2.4.4 Set standards, policies or practices for members, except by way of sharing recommendations that are optional for centres to adopt.

Updated 07/12/22

2.4.5 Make plans, set programs or choose priorities for centres, except by way of making recommendations that are optional for centres to adopt.

~~2.3.8~~2.4.6 Report on behalf of centres to funding bodies, except in the case of specific GAEN initiatives that are distinct from existing obligations of individual centres to their reporting entities.

3 How we work together / our shared values:

GAEN's core values are:

3.1 Passion for protecting and enhancing the environment

3.2 Creating change and resilience

3.3 Leveraging outcomes – Centres foundation funding is leveraged to secure complementary additional funding for enhanced program outcomes.

3.4 Creating a healthier planet / places

3.5 Being resourceful in our approach and output

4 Membership:

4.1 The nine Environmental Centres across the GAEN area are eligible for membership.

4.2 New members (Environment/Natural Resource Centres), located with Greater Adelaide may join GAEN on an as needs basis

4.3 ALL of GAEN members must agree to the appointment of a new member to GAEN.

4.4 All members must commit to the objectives of GAEN (refer to ***Item 2: purpose and objectives***)

5 Meetings

5.1 The GAEN meets on an as needed basis with a minimum of two meetings per year

5.2 Chairpersons and Environment Centre Coordinators/ Managers from each centre will attend the meetings. In the event that one or both are unable to attend a meeting, a Proxy or Proxies from the relevant Environment Centre committee may attend instead.

5.3 Other invitations will be sent as required

5.4 Interests will be declared at the start of each meeting and added to a register maintained by the Convenor and published in the minutes~~.~~

5.5 Where possible, decisions shall be made after seeking a consensus from those present. If this cannot be achieved, then by a majority of those voting.

5.6 Each member shall have only one vote

~~5.6~~5.7 When a member's GAEN representatives do not have delegated authority under the terms of the member's constitution, matters requiring a decision (or vote) are to be taken back to the member's management committee for a decision.

~~5.7~~5.8 Where possible meetings will rotate across the region.

~~5.8~~5.9 Other meetings

~~5.8.1~~5.9.1 The Environment Centre Coordinators/ Managers from each centre will meet more frequently as a collective of colleagues

Updated 07/12/22

GREATER ADELAIDE ENVIRONMENT NETWORK

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6 Steering Committee and other matters of GAEN

6.1 Once a year the following shall be elected from amongst the members to form the GAEN Steering Committee:
A Convenor, Deputy Convenor, Secretary, and Communication + Liaison person

6.1.1 The Steering Committee shall include at least two Chairpersons and one Manager/Coordinator from the Environment Centres

6.2 Through the Convenor, the Steering Committee will be responsible for the following:

6.2.1 Developing the agenda for meetings and or workshops, including seeking agenda items from all members

6.2.2 Facilitating meetings

6.2.3 Determining key communication points and actions arising from each meeting, including publication of meeting minutes, actions, and interest register

6.2.4 Supporting GAEN to develop and implement strategic priorities

6.2.5 Supporting preparing submissions and Reports / acquittals on behalf of GAEN

6.2.6 Speaking on behalf of GAEN when appropriate (as directed / agreed)

6.3 GAEN may ~~appoint~~ form Working Groups, in which participation is voluntary.

~~7.0 GAEN Shall have the power to Co-opt additional resources as required~~

~~8~~7 Code of conduct

7.1 Members of GAEN are expected to adhere to the agreed shared working values.

7.2 In addition, members of GAEN must also:

7.2.1.1 be honest and fair when dealing with all persons present at the meetings;

7.2.1.2 deal with information received in their capacity as a member in a responsible manner;

7.2.1.3 be aware of any conflict between their role as a Member of GAEN and their private interests and disclose these conflicts either prior to the relevant matter being discussed or as soon as the conflict becomes apparent;

7.2.1.4 provide accurate information to the group

7.2.1.5 establish and maintain respectful relationships with all GAEN Members, regardless of difference of views and opinions.

7.3 Where GAEN has concerns with any standard of behaviour that is not consistent with the agreed shared working values, GAEN will seek to manage and/or resolve such conflict.

7.3.1 An individual may raise a standard of behaviour issue with GAEN

8 Reporting

It is the responsibility of GAEN members to report back regularly to their respective organisations.

9 Review

The GAEN will review its terms of reference and membership every 2 years.

10 Signed by current GAEN members: (Chair and Coordinator to sign)

Adelaide Sustainability Centre	

Updated 07/12/22

GREATER ADELAIDE ENVIRONMENT NETWORK

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Barossa Bushgardens	
Fleurieu Environment Centre	
Gawler Environment Centre	
Strathalbyn Natural Resource Centre	
Hills Environment Centre	
Mount Pleasant Natural Resource Centre	
Port Environment Centre	
Willunga Environment Centre	

DATE: 21/03/2023

.. Ends ..

Updated 07/12/22

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3.3 Leveraging outcomes – Centres foundation funding is leveraged to secure complementary additional funding for enhanced program outcomes.

3.4 Creating a healthier planet / places

3.5 Being resourceful in our approach and output

3.6 Building communities' environmental design and management skills

4 Membership:

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Unconfirmed 12/22

GREATER ADELAIDE ENVIRONMENT NETWORK

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Drafted 07/12/22

GREATER ADELAIDE ENVIRONMENT NETWORK

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7.2.1.4 provide accurate information to the group

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Barossa Bushgardens	
Fleurieu Environment Centre	
Gawler Environment Centre	
Strathalbyn Natural Resource Centre	
Hills Environment Centre	
Mount Pleasant Natural Resource Centre	
Port Environment Centre	
Willunga Environment Centre	

DATE: 21/03/2023

Updated 07/12/22

GREATER ADELAIDE ENVIRONMENT NETWORK

FINAL Draft Version [18/01/23]
(for adoption)

.. Ends ..

Updated 07/12/22

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.6 PARTNER PROJECTS UPDATE

Author: Executive and Project Support Officer
23/28968

The following update is provided for the Committee's information:

Barossa Community Labyrinth

- Parks Week was celebrated at the Bushgardens on Sunday 5 March and we had a steady flow of interested people to the labyrinth for a "Choose Your Own Labyrinth Adventure" activity. This involved choosing three prompts which together gave a nature and wellbeing experience for those participating. It was very well received.
- Autumn Equinox event on the evening of March 21st drew a zero response. Disappointing, since it was a beautiful evening for it. As a result, I will be re-thinking how walks for significant times and events throughout the year are offered.

Dementia Friendly Community Group

Seeding Natives

The Big Project

The Barossa Council has provided 300 rate payers with the opportunity to register for five free plants as part of The Big Project's Plant Give Away.

Due to communication issues, around 315 people registered of which approximately 70% have so far picked up their plants.

Extra sales have been good and a full report will be presented at the next S41 Committee meeting.

Part of the plant give-away are a three Community Education Sessions around the requirements of planting on Council land. The first session was held on March 29, facilitated by Kim Thompson, and attracted five keen participants. Another session was offered as part of the Reconciliation and Barossa Bushgardens Open Day with no interest due to low visitation numbers overall. One more session will be held on Saturday, June 24.

So far, two of the five participants that have participated in the first Community Education Session, have bought extra plants and planted up their verges.

RECOMMENDATION

That the report item 2.6 be received and noted.

ATTACHMENTS
Nil

SUPPORTING REFERENCES
Nil.

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.7 STRATEGIC PLAN PROGRESS REPORT

Author: Executive and Project Support Officer
23/28970

The actions within the Barossa Bushgardens Strategic Plan are provided in Attachment 1. The status/progress comments are provided to 30 April 2023 inclusive.

RECOMMENDATION

That the report item 2.7 be received and noted.

ATTACHMENTS

Attachment 1 Attachment One - Barossa Bushgardens Strategic Plan 2022 - Progress Report March April 2023 - S41 Committee

SUPPORTING REFERENCES

Nil.

Action	By When	By Whom	Priority	Status/Progress
Key Result Area 1 **TO DEVELOP AND MAINTAIN A SUSTAINABLE RESOURCE THAT MEETS THE GROWING NEEDS OF THE REGION**				
Strategy 1 - Maintain and improve the Seed Bank				
CS17 - Natural Resources				
Output 4 – Bushgardens Nursery				
a) Provision of nursery for the production and sale of native plants.	Ongoing	Nursery Manager	High	Volunteers have been restocking the Community Nursery in preparation for May Open Day. A Depot staff member is developing plant information signage for the Community Nursery. Seed collection and sowing of several species of Acacia, Eucalyptus and Kangaroo grass was undertaken due to low germination rate during Summer. Weeding of orders and retail plants is also a priority. April/May: All orders have been weeded in preparation for pick up by customers. A stocktake of the wholesale nursery and Community Nursery was undertaken. Seasonal sowing of appr. 15 species has been undertaken. Approximately 70% of free plants through the Big Project's plant give-away have been picked up by customers with a good amount of extra plants purchased so far. A detailed report will be presented at the next S41 Committee Meeting.
b) Maintenance of a regional Seed Bank.	Ongoing	Nursery Manager	High	The NRC Coordinator has ordered several species of native pea flower plants, Acacia species and Olearia species to increase plant diversity for seed production in the gardens. These plants have now been added to existing gardens. Senior Environment Officer has employed the services of Alison Annels from Edinburgh Parks Nursery to help with the cleaning and sorting of seed. Alison has also helped volunteers with the initial set up of a Seed Data Sheet and a complete clean up and stocktake of the seedbank has been undertaken by volunteers.
c) Improve the commercial capacity of the	Ongoing	Nursery Manager	High	Depot staff have been helping with the weeding of carob trees and

nursery, including inclusion of a council nursery operation.				increased the usage of BBG plants for local projects. Other plants were delivered for temporary storage and an irrigation system has been set up in the bottom nursery.
Strategy 2 - Adopt and implement sound assets management principles				
CS3 - Assets				
Output 8 – Asset Maintenance and Operations – Open Space				
a) Management/ Maintenance of native gardens and Bushgardens site	Ongoing	Nursery Manager NRC Coordinator	High	A new approach to more coordinated weed management has been implemented with varying success. Due to a reduced number of site volunteers, this approach is supplemented by the use of brush cutters and chemical control in some areas. BBG volunteers and Faith Lutheran College have started restoring the Red Gum Circle. Weeds have been removed, drains and overgrown vegetation cleared and plants found in the garden identified by students. A plant list will be developed with missing plants that will be added over the next few months. A new walking path has also been designed by the students and works have started. Upon completion, new plant signage will be added. The redevelopment of the Truly Australian Front Garden is ongoing. Rocks have been donated by Laughing Jack Wines for the edging of the garden and pathway which have been concreted under the guidance of Don Williams (Stonemason behind the entrance walls and rock structures in the Fire Wise and Sensory Gardens). Plants not available through the BBG have been ordered externally (Olearia species). The Australian Plant Society have developed a new information sign for the Eremophila Garden and added more plantings during Autumn. The Queens Jubilee plantings have been weeded and survival rate is 95%. The Peppermint Box Grassy Woodland has been slashed twice in the last six month. Survival rate of tubestock is appr. 40%. Native grass germination is increasing. Due to low

				germination of broad leaved plants, e.g. native herbs. A selective herbicide will be applied to control emerging weeds. A new mud kitchen and plantings have been added in the Nature Play Area. Large logs have been delivered through the Depot and will be placed upon availability of machinery. A variety of plants were added in the Central Garden and fenced off to prevent rabbit damage. A new garden was planted near the Volunteer Centre. Rushes and sedges have been initially added by the 2nd Angaston Scouts Group and the remaining plantings were added on Reconciliation and Barossa Bushgardens Open Day. The bottom end of the nursery has been cleaned up and removal of waste has been scheduled. The Bushgardens is now part of regular mowing through the Open Spaces Team with the exception of large areas that are still maintained with the tractor slasher by volunteers.
b) Progressive delivery of the Urban Design Framework through identification of key priorities over the next five years.	Ongoing	Manager HES Nursery Manager NRC Coordinator	Low	Nothing to report.
c) Seek to incorporate Coulthard Reserve as part of the broader Bushgardens site, and improve linkages with caravan park and linear path.	Ongoing	Manager HES Director DES	Low	Nothing to report.
Key Result Area 2 **TO CONNECT PEOPLE TO THE NATURAL ENVIRONMENT**				
Strategy 1 - improve links with the primary and secondary education sector				
CS17 - Natural Resources				
Output 3 – Environmental Education and Awareness				
a) Administer/conduct environmental education and awareness programs.	Ongoing	NRC Coordinator	High	1 February - Disability Access and Inclusion Advisory Group Committee Meeting (14 participants); 2 February – Bush Playgroup 7 February - Angaston Agricultural Bureau – Tour and Stakeholder meeting (23 visitors); 8 February - The Barossa Council New Starter Bus Tour (10 participants);

				14 February - Barossa Village Walking Group (5 participants); 14 February - Nuriootpa Highschool Garden Tour (24 students); 14 February - Faith Lutheran College Year 11 Social Services (13 students); 15 February - Nuriootpa Highschool Traditional Uses Trail Tour(18students); 15 February - Seed Collection Session with Alison Annels (2 participants); 16 February - Friends of Barossa Bushgardens Committee Meeting (5 members); 19 February - Sensory Garden - DAIAG meeting with garden designer (4 participants); 21 February - Barossa Village Walking Group (6 participants); 28 February - Aboriginal Health Gawler Yarning Circle 7participants); 28 February - Barossa Village Walking Group (4 participants); 28 February - Faith Lutheran College Year 11 Social Services (13 students); 28 February - 2nd Angaston Scouts Group Tour - Joey's (2 participants); 2 March - Barossa Bush Playgroup 2 March - Nuriootpa High School Traditional Uses Trail Tour(23students); 5 March – Bushgardens Zen (13 participants); 5 March - Parks Week Event 2023 (80 visitors); 7 March - Barossa Village Walking Group (5 participants); 7 March - Nuriootpa High School Traditional Uses Trail Tour (21 students); 7 March - Faith Lutheran College Year 11 Social Services (14 students); 8 March - Country Womens Association Garden Tour (12 husbands); 9 March - Nuriootpa High School Traditional Uses Trail Tour (22 students); 11 March - Tanunda Show Stall (160 stall visitors); 14 March - Barossa Village Walking Group (5 participants); 14 March - Faith Lutheran College Year 11 Social Services (13 students); 16 March - Bush Playgroup 17 March - Sensory Garden Sub-committee meeting (4 members); 19 March - Bushgardens Zen (11 participants); 21 March - Barossa Village Walking Group (4 participants); 21 March - Faith Lutheran College Year 11 Social Services (14 students);

				21 March - Make the Change - Autumn Equinox Labyrinth Walk 22 March - Barossa Young Ambassadors Presentation Night (45 participants); 23 March - The Lost Weekenders Garden Tour (17 visitors); 24 March - Barossa Young Ambassadors meeting (2 participants); 25 March - BIOME - Connected by Art (95 participants); 28 March - Barossa Village Walking Group (7 participants); 28 March - Faith Lutheran College Year 11 Social Services (15 students); 29 March - Community Education Session - Planting on Council Land (5 participants); 30 March – Bush Playgroup (17 children) 2 April – Bushgardens Zen 4 April – Faith Lutheran College Year 11 Social Services (15 students) 4 April – Barossa Village Walking Group (5 participants) 11 April – Faith Lutheran College Year 11 Social Services (16 students) 11 April – Woody Weeds Workshop (9 participants) 13 April – Guided Garden Tour (4 participants) 21 April – Abundand Forager Childrens Workshop (18 participants) 26 April – Barossa Council New Starter Bus Tour (11 participants) 27 April – Volunteer Seed Bank Training (3 participants) 4 May – Friends of Barossa Bushgardens Committee Meeting (5 participants) 5 May – Ferros Care Team Building Sessions (32 participants) 10 May – Community Environment Forum Preparation Meeting (5 participants) 11 May – BBG Presentation Australian Plant Society Kadina(11 participants) 16 May – Faith Lutheran College Year 11 Social Services (15 students) 16 May – 2nd Angaston Scouts Group Planting Session (16 participants) 17 May – Community Environment Forum (20 participants) 23 May – Trinity College Gawler Services Day (20 students) 23 May – Torrens Community Centre Garden Tour (12 visitors) 23 May – Faith Lutheran College Year 11 Social Services (20 students)

				28 May – Reconciliation and Barossa Bushgardens Open Day (100 participants) 31 May – Nuriootpa High School Inclusive Education Unit (6 students + support workers)
b) Increase the 'experiential' offerings including passive and active programs.	Ongoing	NRC Coordinator	Low	TAFE students have been visiting the gardens to learn about plant identification. The NRC Coordinator has supported two UniSA students to develop a courtyard garden at the Tanunda Lutheran Home.
Strategy 2 - Facilitate programs and events to increase visitation				
CS11 – Events				
Output 1 – Events delivery – External Output 2 – Events delivery – Internal				
a) Host Barossa Bushgardens Open Day.	Ongoing	NRC Coordinator Nursery Manager	High	Volunteers and staff have put together a list of ideas for Open Day on Sunday, May 28, from 10am to 2pm and planning has commenced. Barossa Reconciliation was approached to establish if they want to be involved on the day, similar to last years event. Organised so far: Sonya Rankine from Lakun Mara for an Aboriginal Weaving Workshop (limited to 20 people) Collaboration with LandcareSA Australian Plant Society Friends of Barossa Bushgardens Welcome Table and BBQ Kids activities including face painting and Bugs 'n Slugs. Collaboration on further organisation with the Community Engagement Officer at TBC. Mark McNamara and Aunty Angelina have shown keen interest in organising a cooking session on the day. Reconciliation and Barossa Bushgardens Open Day was held on May 28, from 10am to 2pm. Activities organised by Reconciliation Barossa and BBG included: - Welcome to Country by Aunty Angelena - Welcome to the event by Deputy Mayor Dave DeVries and Russell Johnstone

				- Welcome Table and BBQ by Friends of Barossa Bushgardens - Aboriginal Weaving Workshop with Sonya Rankine from Lakun Mara - Native food cooking session with Aunty Angelena and Mark McNamara - Stalls from the Williamstown/Lyndoch Landcare Group, Australian Plant Society Gawler and Barossa Districts, The Root Cause - An activity for adults and children on how to 'Be a Voice for Generations' - Kicking the footy with Sonny Moray, Arrernte man and former Central District's Football Player. - Kids activities, including face painting, Bugs 'n Slugs, nature craft - Community Education Session – Verge Planting, with Kim Thompson including a planting session for a new garden - Garden and Traditional Uses Trail Tours - Coffee Van and Food Stall
b) Formalise public programs through long-term planning, diversifying the occurring across environment, art, culture, public health and wellbeing.	Ongoing	NRC Coordinator	Low	The Barossa Regional Gallery have taken the lead in organising a SALA event across several Council sites, incl. BBG. This will make registration for artists easier and streamline organisation processes.
CS17 - Natural Resources				
Output 3 – Environmental Education and Awareness				
a) Support sustainability initiatives and programs within the region.	Ongoing	NRC Coordinator	High	Nothing to report.
b) Support land, water and biodiversity initiatives and programs within the region.	Ongoing	NRC Coordinator	High	The NRC Coordinator is helping Barossa Young Ambassador, Rhia Daniels, with the development of seed boxes. The boxes will be targeted to families, schools, childcare centres as well as landholders for revegetation by soil type. Each box contains three different species, seed treatment information, plant information and traditional uses information. Rhia will

				try to organise Aboriginal artist from the three nations in the Barossa to develop the designs for the boxes, which will be targeted to areas on Ngadjuri, Peramangk and Kaurna country. Her idea is to use these packages at several fundraising events to support each Aboriginal nation. Another Barossa Young Ambassador, James, has contacted the BBG for advice on re-greening two small parks in Tanunda. Glen Carter, Manager of Works and Operations, has met with James on site and discussed several options. The NRC Coordinator is collaborating with the Upper Torrens Landcare Group and Mount Pleasant Primary School to develop a Native Bee and Butterfly Garden, as well as a Traditional Uses Plants Trail for the school. Both community groups have also been invited for input into plantings around the new Nature Play Space. The BBG have supported the Friends of Barossa Bushgardens in the organisation of their first Community Environment Forum. Representatives from six local environmental groups as well as staff from Light Regional Council, The Barossa Council, Landcare Association SA and the Northern and Yorke Landscape Board have attended the forum, facilitated by Sarah Barrett from Pinion Advisory. The aim was to connect the groups, share successes, celebrate volunteers, talk about challenges and find possible opportunities to help each other sustain or grow. The feedback from participants was very positive. See Consensus Agenda Item ...
CS19 - Social Inclusion				
Output 4 – Social Support Groups				
a) Manage and facilitate the Bushgardens Disability Support program.	Ongoing	Nursery Manager Project Officer	Medium	Arthur Mousamas continues his valued support work with the Nature and Natters Group. The group is integral in the recycling of pots as they are the only ones emptying them. They have also played a vital role in potting up and some pricking out.
Strategy 3 - Create and deliver community-oriented training opportunities				
CS10 – Economic Development				
Output 1 – Economic Development				

a) Form strong partnerships that link the Bushgardens to the wine and tourism industries.	Ongoing	NRC Coordinator Nursery Manager	Medium	Barossa Wellness and Abundant Forager have shown a keen interest in organising events at the BBG and are looking to collaborate on projects in the future.
Strategy 4 - Engage with Aboriginal people				
CS19 - Social Inclusion				
Output 7 – Aboriginal Reconciliation				
a) Host Reconciliation Week event is association with Council and Reconciliation Group	May 2023	Reconciliation Committee	Low	See CS11 – Events a) Host Barossa Bushgardens Open Day
Strategy 5 - Increase profile of the Bushgardens				
BS3 - Communications and Engagement				
Output 3 – Community Engagement Output 4 – Online / Website support				
a) Prepare "Environmental Matters" article in the local newspapers.	Ongoing	NRC Coordinator Nursery Manager	Medium	Bi-monthly column in The Leader Newspaper has been published on the 15. February and 12. April. March and May E-Newsletters sent to 545 recipients each.
b) Update information and educational materials about each Business Unit services and functions, and update website.	Ongoing	NRC Coordinator Nursery Manager	Low	The NRC Coordinator was approached by the Barossa German Language Association to develop learning materials in the German language. German is being reintroduced in classrooms and the Bushgardens is a good place to offer environmental learning opportunities. Events on the BBG web site, Council web site and Facebook have been updated.
c) Develop a contemporary brand that appeals across a range of markets.	Ongoing	NRC Coordinator	Low	A school holiday program was developed in collaboration with the Library and Regional Gallery.
CS21 – Tourism				
Output 2 – Visitor Enquiries/Customer Service				
a) Reposition the Bushgardens as a destination for visitors.	Ongoing	NRC Coordinator	Medium	From February to May, six tours were conducted with 70 participants. Trevor Waldhuter also conducts spontaneous tours with visitors. Visitors came from NSW, QLD, WA and Greater Adelaide.
Key Result Area 3 **TO RECRUIT, TRAIN AND RETAIN PRODUCTIVE VOLUNTEERS**				
Strategy 1 - Achieve stable and sustainable volunteer group				
CS22 – Volunteers				
Output 2 – Internal Volunteer Support Output 3 - Volunteering Promotion and Advocacy				
a) Provide support and training for Bushgardens volunteers.	Ongoing	NRC Coordinator Nursery Manager	Medium	In collaboration with the Volunteer Coordinator, Risk Management and the support worker of a person with a disability, it was agreed that the client will not have to go through the standard process of registering. The support worker assured that the client will not be able to

				comprehend the extensive information involved in registering and it would set up the client to fail. It was agreed that any support worker accompanying the client will have to follow the process and the client will receive on the job training, making it possible for her to learn about the tasks and risks in manageable pieces, under supervision. Council was commended on the effort of reducing barriers for people with disability. Four volunteers received induction to drive the Yamaha (ATV). One volunteer received induction to use the hedge trimmer. Three volunteers haven undertaken training to maintain the seed bank Three volunteers have received training in customer service and using the cash register
b) Attract new volunteers to support program delivery.	Ongoing	NRC Coordinator Nursery Manager	Medium	Six new volunteers joined the team since February. The NRC Coordinator was approached by a support worker who would like to bring his client along and help with the maintenance of the Food for the Soul Community Garden. Another person is a parent who would like to bring his non-verbal, autistic son to the Bushgardens. After receiving Disability Support Training in 2020, a questionnaire has been developed which has been forwarded to the parent. Answers to the questions will help create a profile of the person. This will help the team to make the space comfortable for the person to attend but also help us recognise signs of distress, alleviate triggers and give strategies to calm the person if needed as well as any other information staff and volunteers should be aware of.
Key Result Area 4 **TO IMPROVE GOVERNANCE**				
Strategy 1 - Develop and execute a new governance model				
BS2 - Business Transformation				
Output 2 – Continuous Improvement Project Management				
a) Documentation of tasks within Business Unit.	Ongoing	NRC Coordinator Nursery Manager	High	Nothing to report
BS4 - Council and Committees				
Output 2 – Coordination: Council Committees and Working Groups				

a) Ensure the effective operation of the Barossa Bushgardens Committee in accordance with the Local Government Act, Terms of Reference, and Meeting Procedures.	Ongoing	Manager HES	High	On going.
b) Develop and execute a new governance model for the Barossa Bushgardens.	Ongoing	Manager HES Director DES	Low	Pending
BS7 – Governance				
Output 1 – Governance and Policy Advice Output 4 – Legislative Reform Output 5 – Complaints Management				
a) Implement legislative reform, where applicable.	Ongoing	Manager HES Director DES	Low	On going
Strategy 2 - Maintain a strong financial framework				
BS6 – Finance				
Output 2 – Budget Management				
a) Ensure effective Budget Performance	Ongoing	Manager HES	High	
Strategy 3- Maintain effective internal controls to reduce risk				
BS5 - Enterprise Risk				
Output 2 – Internal Audit Output 4 – Disaster Recovery and Business Continuity Output 5 – WHS System Management				
a) Identify and prepare Operational Risk Profile.	Ongoing	Manager HES NRC Coordinator Nursery Manager	High	Nothing to report.
b) Identify and document processes to reduce threat of disease, animals, weeds and pests to nursery and gardens at Barossa Bushgardens	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Nothing to report.
c) Manage organisational risk in the delivery of core services	Ongoing	Manager HES NRC Coordinator Nursery Manager	High	Nothing to report.
d) Ensure that identified Internal Financial Controls are effectively monitored and maintained	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Financial control reporting has been undertaken with several issues identified and recorded in ControlTrack.
e) Maintain and facilitate the ongoing testing and development of Council's Business	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Nothing to report.

Continuity Plan and associated Sub-Plans				
f) Maintain and champion the implementation of Councils WHS System	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Nothing to report.
g) Undertake WHS Compliance Inspections	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	An Emergency Evacuation Drill was conducted on March 16 with a follow up evaluation and discussion around issues and possible solutions. A report is being prepared by the Risk Management Team.
h) Implement, Review and Maintain Work Health Safety Improvement/Action Plan	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Improvements around accounting for volunteers during emergencies have been implemented.
i) Participate in mandatory external WHS Audits	Ongoing	Manager HES NRC Coordinator Nursery Manager	Medium	Nothing to report.
j) Maintain Chemalert Database for sites where chemicals used	Ongoing	Manager HES Nursery Manager	High	Updated annually in October.
a) Identify funding opportunities to assist in delivery of projects and programs.	Ongoing	Manager HES NRC Coordinator Nursery Manager	High	Green Adelaide funding for the 23/24 financial year has been confirmed with the base budget being the same as in 22/23 ($51,240) with an increase to salary of 5.75% and 8.4% to all other budget items.
b) Prepare a prospectus to assist in promoting the benefits of the Bushgardens to potential funding partners.	Ongoing	Manager HES NRC Coordinator Nursery Manager	High	Nothing to report.
c) Monitor and report on grant status and prepare acquittal reports.	Ongoing	Manager HES NRC Coordinator Nursery Manager	High	NRC Coordinator supports the Friends of BBG with the collation of correspondence for acquittal purposes (Grants SA – Department of Human Services – Due date November 2023) The shelter in the Food for the Soul Community Garden has been installed and seating delivered.

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.8 CHAIRPERSON'S REPORT

Author: Executive and Project Support Officer
23/28973

A verbal report will be presented.

RECOMMENDATION

That the report item 2.8 be received and noted.

ATTACHMENTS
Nil

SUPPORTING REFERENCES
Nil

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.9 THE FUTURE OF RECONCILIATION AND BAROSSA BUSHGARDENS OPEN DAY

Author: Executive and Project Support Officer
23/30102

The combined Reconciliation and Barossa Bushgardens Open Day on Sunday, 28 May 2023 has seen little visitation due to a number of factors, including the bad weather on the day, road closures affecting access as part of the Barossa Marathon and the inability of schools taking part.

After collating feedback from organising partners and volunteers helping on the day, the Management Committee would like to revisit the decision of having a combined Reconciliation Open Day and the usefulness of having an Open Day in general.

Before the Community Nursery was open to the public during week days, Open Days were held as these were the only days where the general public was able to purchase plants.

The effort, time and cost involved in organising those events outweighs the limited attendance by members of the community.

A report will be prepared by the Management Committee and submitted as part of a Debate Agenda at the next S41 Committee Meeting.

RECOMMENDATION

That the report item 2.9 be received and noted.

ATTACHMENTS
Nil

SUPPORTING REFERENCES
Nil.

CONSENSUS AGENDA REPORT

CONSENSUS AGENDA

2.10 COMMUNITY ENVIRONMENT FORUM

Author: Executive and Project Support Officer
23/30117

On 17 May, the Friends of Barossa Bushgardens held their first Community Environment Forum.

Local Environment Groups were invited to take part in the forum to connect to other groups, learn about the work they are doing and share successes, challenges and ideas to sustain or grow the individual groups.

The day was a great success with representatives from six local environmental groups as well as staff from Light Regional Council, The Barossa Council, Landcare Association SA and Northern and Yorke Landscape Board participating.

Volunteers were celebrated for the amazing work they do, challenges that each group faces shared and opportunities found to overcome some of those challenges. A complete evaluation of the day can be found in the *attached* report, prepared by Sarah Barrett from Pinion Advisory, who facilitated the day.

RECOMMENDATION

That the report item 2.10 be received and noted.

ATTACHMENTS

Attachment 1 Barossa Bushgardens Community Environment Forum Evaluation Report

SUPPORTING REFERENCES

Nil.

Friends of Barossa Bushgardens

Community Environment Forum Evaluation Summary

BACKGROUND

The Community Environment Forum was an original initiative developed by the Friends of the Barossa Bushgardens. An initial scoping meeting was held at the Bushgardens with representatives from the Barossa Bushgardens and Pinion Advisory consultant Sarah Barrett.

Through this meeting the concept was refined along with an aim and a draft agenda. The aim and agenda were circulated to attendees for review and comment by NRC Coordinator Doreen Von Lin.

A final invitation was sent to invited group representatives along with details of how to provide information and contribute to the day.

A following planning meeting was held on the 10th May attended by all parties and the working agenda and details of resources were developed.

AIM AND AGENDA

The aim of the forum was refined to:

Connect local environmental groups with each other. Share and celebrate achievements, successes and efforts of volunteers, challenges and finding opportunities to sustain, connect and potentially grow environmental groups in the region.

The working agenda is attached in appendix A. Full notes for the workshop sessions are included in appendix B and the collated feedback is presented in appendix C.

OVERVIEW

Date: 17th May 2023

Time: 9.30am – 2.15pm

Facilitator: Sarah Barrett

Attendees:

- 20 group and organisation representatives from:
  - Parrot Hill Group
  - Friends of Kaiser Stuhl
  - Williamstown Landcare Group
  - Seppeltsfield Road Biodiversity Group
  - Light regional council

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- The Barossa council
- Trees for Life
- Landcare Association of SA
- Northern and Yorke Landscape Board
- plus NRC coordinator and other Friends of the Bushgardens members.

KEY HIGHLIGHTS

- All attendees rated the day 4/5 valuable to 5/5 very valuable
- Meet the aims and intention of the day:
  - Connected the local environmental groups
  - Achievements shared and celebrated
  - Recognised the successes and efforts of volunteers
  - Identified common challenges
  - Identified opportunities to address challenges and grow environmental groups in the region
- Set the scene to progress further connection and joint activities with this cohort

FEEDBACK HIGHLIGHTS

Major Successes:

- Visible ecological change
- Having plans / policy / training / education (signage)
- Increase in volunteers
- Diversification / partnerships and increase in funding
- Enjoyment and satisfaction

Main Challenges:

- Sustainability (and growth) of group (getting youth/new volunteers) and succession planning
- Emerging technologies / Technical skills and knowledge
- Engagement with first nations* information, elders, education

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Main opportunities and actions identified

- Succession planning – attracting new people
- Building technical skills through skill sharing
  - Knowing who's around / connecting / networking
- Building resilience by coming together as a common voice / bigger presence / lobbying power

Big ideas:

- Be inspired through the recognition of environmental champions in our region
  - "Environmental Barons" "Change makers"
    - Don Helbig; Chris Hall; Bob Modra; Adrian Shackley; Cathy Pott; Andrew Philpott; Elke and Jorg Wiese
- Overwhelming support from the participants to come together again to:
  - Further progress the opportunities and actions discussed and meet the major challenges of the groups.

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pinion ADVISORY

APPENDIX A

AGENDA

Time	Activity	Details
	Cuppa	
9.30am	Start/Intro	Acknowledgement of country Introduction
		Aim of today Housekeeping
9.45	Presentations	3 x presentations
10.10	Workshop 1	**Successes**
10.40	Presentations	3 x presentations
11.00	Morning Tea	
11.25	Presentations	3 x presentations
11.50	Workshop 2	**Challenges**
12.20	Lunch	
12.50	Workshop 3	**Opportunities & Actions**
2.15	Close	

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APPENDIX B

Full list of successes:

- Securing 'conservation' status and protection of KSCP
- Seppeltsfield road visible success of reveg efforts
- Council purchase of land for conservation
- BBG from seed orchard to wellness facility
- Online publication of W/C manual
- Personal satisfaction for volunteers
- Making from what it was to what it is now (quarry)
- Reintroduction of many native animals and plants
- Putting in a conservation reserve and getting people together
- Diversifying from environment only to health and wellbeing, education, art, and community
- New infrastructure (bridges)
- Strong management plan – stopped rec activities (running race)
- 43 years!!
- Being out in the environment
- Seeing the results of work onsite
- Increase in volunteer base M/F
- Facebook posts
- Camaraderie / friendships
- Getting new people interested

Achievements:

- Increased biological diversity of the site (birds, plants, reptiles etc)
- Attraction of volunteers
- Revamped management plan providing structure
- Big planting day (Queens Jubilee)
- Encouragement of volunteers to see where they are now
- Parks week event

Enjoyable:

- Founding members seeing their efforts continue
- Coming together with likeminded people
- Being in nature and enjoying the space – grounding
- Continual learning and opening new doors/connections
- Being in nature
- Seeing results
- Satisfaction
- Continued / sustained effort recognised – passing the baton
- learning

Full list of challenges:

- How to get youth involved* and continue with conservation (change the school culture)
- Climate change and extreme weather conditions
- Challenges for volunteers and the vegetation able to sustain the extreme changes
- Recruiting and maintaining the volunteer groups

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- Navigating the ever-changing government funding requirements
- More/young/new volunteers
- Less funding
- Post disaster recovery
- Dealing with change
- People pressure in conservation areas
- Move from paper/plans to practice
- Reviewing plans
- Attracting committee executive positions (grant writing, social media) burnout
- Long term local community members and how to connect to new community members moving in
- Experts, how to access their knowledge and create resources
- Capture passion / stories
- Connecting resources
- Education
- Preserving history and keeping it alive
- Council support
- Knowledge re grants

Full list of opportunities and actions:

- Succession planning
    - Offer employment opps
        - Traineeships
        - Work experience
        - Contract jobs
        - Connect with students in LMP, hort and env studies
    - Offer skill building in
        - Plant id
        - Pest plant control
        - Ecology/soil science
        - Team work
        - Love of nature
- Attracting members inc committee positions (areas of responsibility)
    - Promoting what and why
    - Change wording. Volunteer – expand language
    - Many roles and ways to contribute
    - Use social media
    - Information sessions
- Technical knowledge
    - Events, workshops, training days collated and promoted in one place?
- Skill sharing between groups
    - Training
        - Trees for Life training
        - Funding through Northern and Yorke Landscape Board
        - Social media training
            - Volunteer recruitment
            - Cross promotion
- Clear meaningful goals
- Find the avenue to connect / find key people
- Social events outside of meetings
- Climate change – cap resources
- Access funding and respond to change by collaborating between groups

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pinion ADVISORY

APPENDIX C

Feedback form collated results

1. Please rate today's session for value out of 5

	Not valuable	Low value	Moderate value	Valuable	Very valuable	Uber valuable*
Rating	1	2	3	4	5	
Number of responses				4	12	1

*wasn't on the table but someone made an extra column

2. What aspects of today did you find the most valuable and why?

- Networking*****
- Better leverage to raise awareness of environment
- Common issue identification – community lobbying
- Common experiences shared
- First Nation engagement – topical issue truth telling
- Hearing from each group – what they are doing**; how they are doing it; do we have the same goals
- Really great because all local to the Barossa
- Hearing our success stories and areas to visit
- Understanding who the groups in our region are, their focus passions and govt support orgs and their capacity to assist
- Appreciate the open agenda letting the outcomes emerge
- Gaining awareness of the other groups
- Really well facilitated by Sarah – thank you
- Connecting with each other
- Learning that other groups want to attend out events
- What other people are doing
- Getting Andrew's views from council excellent attitudes
- Enthusiasm/passion
- Meeting other interested people in Environmental areas
- Trying to action challenges
- Sessions flowed really well – all had opportunity to say/tell/inform.
- Well run
- The workshopping sessions – good to listen direct from volunteers on their challenges and successes
- Hearing from different volunteer groups. How even with similar challenges everyone is enthusiastic about continuing with the common goal of looking after land through collaboration.
- Connecting** with other likeminded groups
- Hearing what the groups find challenges* and the solution to help
- Interested with likeminded people* and very talented people
- Plan to continue to grow this network
- Learning firsthand about the other groups
- Learning about shared challenges and opportunities to help out

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3. What aspects of today did you find the least valuable and why?

   - Enjoyed it all
   - I honestly didn't, a lot covered in a short period of time a good chance to mix
   - Nothing except positive and useful
   - Maybe get people to change groups every time to encourage more mixing/sharing
   - All was valuable – thank you
   - Nothing/nil/NA**** comes to mind – activities/sessions flowed very well

4. If the group met again, what would be worth covering. What would be helpful to you?
   - Lobbying
   - Grant availability
   - Workshops
   - Education
   - Gaining expertise in identifying plants and animals and birds, geography, trees
   - Reviewing outcomes of action taken – what worked
   - Hearing more about training opportunities and linking to other groups e.g. TAFE, schools
   - Hearing what Landscape SA, Northern Yorke etc do
   - Connections with other groups
   - Update on alliance of groups
   - Recruitment of new people
   - Social media support/connections/skills/development/promotion**
   - Share/show and tell projects
   - Recent work
   - Share successful actions since last meeting
   - Simply meeting together again
   - Sharing practical activities
   - Visiting each other's sites
   - Hire a bus/arrange visit to each other's sites
   - Continue to explore succession planning
   - Mentoring
   - Involve wider community
   - It would be good to hear about specific projects and the outcomes that they've worked on.
   - The progress we have made in between meetings
   - Hope there will be follow up meetings maybe twice a year.
   - Reviewing where topics have been improved
   - Consolidate this network, continuing to share our work and explore ways we can support each other
   - Was very valuable to hear from community groups in this space and learn about what they do
   - First, I would like to see some things discussed today happening egg skill sharing, working bees across sites, promotion of the different groups

5. Do you have any further comments?
   - Well worth attending

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- Great idea, good time and well facilitated
- Thank you for today's event** – well worthwhile
- It would be useful from today to:
    - Achieve a common source for events/dates
    - Invite each other to our event (or an event) (1 host / yr.)
    - Link to supports in councils, Landscape Boards, other funding, and support bodies (Landcare SA, Trees for Lift, etc)
- Excellent investment of time, thank you to all for organising it
- Newsletter of ??form
- A valuable opportunity to meet likeminded people
- Thank you to those who helped/organise
- Thanks to all who took out some time to attend
- Yummy food! Thank you
- Thanks for the hospitality in a beautiful venue and backdrop
- Good start in what can grow out of these meetings
- Thanks for a great day and well done to all
- Inspiring participants and organisers
- Very informative day and lots of great opportunities to collaborate, help each other

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DEBATE AGENDA REPORT

DEBATE AGENDA

4.1 FINANCE REPORT

Author: Executive and Project Support Officer
23/28975

PURPOSE

To provide progress on budget income and expenditure as at 30 April 2023.

RECOMMENDATION

That Barossa Bushgardens Committee receive and note the report.

REPORT

Discussion

At the end of the 3rd quarter, the expenditure across each cost centre is progressing well.

Minor budget adjustments may be made prior to the end of the financial year.

ATTACHMENTS OR OTHER SUPPORTING REFERENCES

(a) Attachment 1 Attachment One - Barossa Bushgardens Budget - April 2023

Supporting references

Nil.

COMMUNITY PLAN / CORPORATE PLAN / LEGISLATIVE REQUIREMENTS

Community Plan



Natural Environment and Built Heritage



How We Work - Good Governance

Corporate Plan

1.5. Maintain and seek to expand Council initiated native conservation and land management initiatives.
6.2. Ensure that Council's policy and process frameworks are based on principles of sound governance and meet legislative requirements.
6.3. Align operational strategy to strategic objectives and measure organisational performance to demonstrate progress towards achieving our goals.

Advocacy Plan
Nil

Legislative Requirements
Nil.

FINANCIAL, RESOURCE AND RISK MANAGEMENT CONSIDERATIONS

Nil.

COMMUNITY ENGAGEMENT

Not required under Legislation or Council's Public Consultation Policy.

Bushgardens										
Actuals at 25-May-2023, YTD Budgets to Period Ending 31 May 2023										
10%	Tolerance 1									
25%	Tolerance 2									
		Actual	*Commitment*	*Commitment*	*Actual +*	*Budget*	*Variance*	*Variance*	*Budget*	*Rec'd/Spent*
Code	*Description*	*YTD*	*Orders*	*Delivery*	*Committed*	*YTD*	*YTD*	*YTD %*	*Annual*	*% Annual*
							Favourable	*Favourable*		
							(Unfavourable)	*(Unfavourable)*		
	B145 - Bushgardens:Nursery Expenditure									
	Revenue									
B145547	Commercial Activities - Seedling Sales	(17,207)	-	-	(17,207)	(22,913)	(5,706)	-25%	(25,000)	69%
	Total	(17,207)	-	-	(17,207)	(22,913)	(5,706)	-25%	(25,000)	69%
	Expenditure									
B145620	Salaries (Travel allowance)	134	-	-	134	-	(134)		-	
B145621	Salaries (Increase in Leave Liabilities)	-	-	-	-	-	-		770	0%
B145624	Salaries - Environmental Services	56,671	-	-	56,671	55,430	(1,241)	-2%	62,057	91%
B145722	Direct Purchases - Stationery	-	273	-	273	1,000	1,000	100%	1,000	0%
B145724	Direct Purchases - Irrigation supplies	457	271	637	1,365	2,220	1,763	79%	2,220	21%
B145725	Direct Purchases - Weed/Pest Chemicals	2,589	69	114	2,772	3,200	611	19%	3,200	81%
B145726	Direct Purchases - Fertiliser	-	-	83	83	600	600	100%	600	0%
B145727	Direct Purchases - Mulch/Loam	37	54	573	664	900	863	96%	900	4%
B145728	Direct Purchases- Plants/Shrubs	1,589	1,364	-	2,953	3,000	1,411	47%	3,000	53%
B145729	Direct Purchases - Protective clothing	38	159	-	197	500	462	92%	500	8%
B145732	Direct Purchases - Loose tools	280	91	92	463	180	(100)	-56%	180	156%
B145735	Direct Purchases - Other	3,007	480	2,093	5,580	5,000	1,993	40%	5,000	60%
B145738	Office Equipment consumables - Other	470	14	-	484	500	30	6%	500	94%
B145790	Depreciation Expense - Bldgs	12,793	-	-	12,793	14,072	1,279	9%	15,352	83%
B145791	Depreciation Expense - Infrastructure	480	-	-	480	528	48	9%	576	83%
B145792	Depreciation Expense - Equipment	6,318	-	-	6,318	6,950	633	9%	7,581	83%
B145810	Insurance - Income Protection Insurance	836	-	-	836	913	77	8%	913	92%
B145812	Insurance - Workers Comp Premium	1,526	-	-	1,526	1,580	54	3%	1,581	97%
B145824	Staff Training - Seminar/Conference Fees	-	-	-	-	1,550	1,550	100%	1,550	0%
B145833	Mobile Phone Expenses	691	-	-	691	260	(431)	-166%	310	223%
	Total	87,917	2,775	3,591	94,282	98,383	10,466	11%	107,790	82%
	Net: B145 - Bushgardens:Nursery Expenditure	70,710	2,775	3,591	77,075	75,470	4,760		82,790	
	B146 - Bushgardens: Disability Support Program									
	Revenue									
B146562	Contributions - Other	(8,693)	-	-	(8,693)	(7,300)	1,393	19%	(7,300)	119%
	Total	(8,693)	-	-	(8,693)	(7,300)	1,393	19%	(7,300)	119%
	Expenditure									
B146621	Salaries (Increase in Leave Liabilities)	-	-	-	-	-	-		82	0%
B146624	Salaries - Environmental Services	5,222	-	-	5,222	5,951	729	12%	6,663	78%
B146735	Direct Purchases - Other	-	-	-	-	913	913	100%	1,000	0%
B146810	Insurance - Income Protection Insurance	90	-	-	90	98	8	8%	98	92%
B146812	Insurance - Workers Comp Premium	164	-	-	164	172	8	5%	170	96%
	Total	5,476	-	-	5,476	7,134	1,658	23%	8,013	68%
	Net: B146 - Bushgardens: Disability Support Program	(3,217)	-	-	(3,217)	(166)	3,051		713	

Code	Description	Actual YTD	Commitment Orders	Commitment Delivery	Actual + Committed	Budget YTD	Variance YTD	Variance YTD %	Budget Annual	Rec'd/Spent % Annual
	B160 - Bushgardens: Site expenditure									
	Revenue									
B160474	Operating Grant - CWM Boards	(803)	-	-	(803)	(803)	-	0%	(803)	100%
B160562	Contributions - Other	(900)	-	-	(900)	(9,100)	(8,200)	-90%	(9,100)	10%
B160564	Donations - Other	(1)	-	-	(1)	(1,500)	(1,499)	-100%	(1,500)	0%
B160567	Other Income - Misc.	(55)	-	-	(55)	-	55		-	
	Total	(1,759)	-	-	(1,759)	(11,403)	(9,644)	-85%	(11,403)	15%
	Expenditure									
B160600	Wages (Normal Rate - Depot Staff)	211	-	-	211	2,970	2,759	93%	3,330	6%
B160601	Wages (Overtime - Depot Staff)	486	-	-	486	-	(486)		-	
B160621	Salaries (Increase in Leave Liabilities)	-	-	-	-	-	-		667	0%
B160624	Salaries - Environmental Services	345	-	-	345	-	(345)		-	
B160636	Contractors - Waste Disposal Services	315	5	-	320	300	(15)	-5%	400	79%
B160649	Contractors - Plant/Machinery Servicing	2,423	-	-	2,423	2,437	14	1%	2,500	97%
B160654	Contractors - Other Services	832	455	-	1,287	2,131	1,299	61%	2,550	33%
B160715	Direct Purchases - Canteen Purchases	1,306	299	106	1,710	1,413	107	8%	1,500	87%
B160718	Direct Purchases - Assets < $5,000	1,466	-	-	1,466	2,116	650	31%	2,375	62%
B160720	Direct Purchases - Signs	1,018	-	-	1,018	1,000	(18)	-2%	1,000	102%
B160722	Direct Purchases - Stationery	-	-	-	-	275	275	100%	300	0%
B160724	Direct Purchases - Irrigation supplies	36	145	-	182	737	701	95%	800	5%
B160725	Direct Purchases - Weed/Pest Chemicals	-	-	60	60	88	88	100%	100	0%
B160732	Direct Purchases - Loose tools	452	134	72	659	575	123	21%	600	75%
B160735	Direct Purchases - Other	900	219	197	1,316	1,703	803	47%	1,703	53%
B160750	Energy Costs - Electricity	4,408	-	-	4,408	5,500	1,092	20%	6,000	73%
B160751	Energy Costs - Gas	-	-	-	-	275	275	100%	300	0%
B160752	Energy Costs - Fuel & Lubricants	1,232	-	-	1,232	1,160	(72)	-6%	1,250	99%
B160757	Water Rates	212	-	-	212	308	96	31%	308	69%
B160758	Excess Water Rates	4	-	-	4	3,000	2,996	100%	3,000	0%
B160770	Bank Charges	201	-	-	201	275	74	27%	300	67%
B160811	Insurance - Bldg & Contents	1,920	-	-	1,920	1,732	(188)	-11%	1,732	111%
B160813	Insurance - Public Liability Insurance	2,796	-	-	2,796	2,975	179	6%	2,975	94%
B160816	Insurance - Vehicles	983	-	-	983	652	(331)	-51%	652	151%
B160820	Advertising	-	-	448	448	-	-		-	
B160824	Staff Training - Seminar/Conference Fees	-	350	14	364	-	-		-	
B160830	Telephone	300	-	-	300	280	(20)	-7%	340	88%
B160833	Mobile Phone Expenses	-	-	-	-	250	250	100%	300	0%
B160835	Internet Expenses	-	-	-	-	495	495	100%	540	0%
B160836	Wireless Broadband	44	-	-	44	500	456	91%	600	7%
B160840	Vehicle Registration	95	-	-	95	100	5	5%	100	95%
B160882	Subscriptions/Memberships	-	-	-	-	132	132	100%	150	0%
B160884	Other Misc. Expenses - Sundry	-	-	-	-	88	88	100%	100	0%
B160920	Internal Allocation - Wages Overhead	274	-	-	274	3,865	3,591	93%	4,329	6%
	Total	22,258	1,607	897	24,762	37,332	15,074	40%	40,801	55%
	Net: B160 - Bushgardens: Site expenditure	20,500	1,607	897	23,004	25,929	5,429		29,398	
	B172 - Bushgardens Green Adelaide Funding Program									

Code	Description	Actual YTD	Commitment Orders	Commitment Delivery	Actual + Committed	Budget YTD	Variance YTD	Variance YTD %	Budget Annual	Rec'd/Spent % Annual
	Revenue									
B172474	Operating Grant - CWM Boards	(51,240)	-	-	(51,240)	(51,240)	-	0%	(51,240)	100%
	Total	(51,240)	-	-	(51,240)	(51,240)	-	0%	(51,240)	100%
	Expenditure									
B172624	Salaries - Environmental Services	-	-	-	-	38,722	38,722	100%	38,722	0%
B172718	Direct Purchases - Assets < $5,000	328	-	-	328	1,330	1,002	75%	1,330	25%
B172722	Direct Purchases - Stationery	-	-	-	-	410	410	100%	410	0%
B172735	Direct Purchases - Other	1,594	3,472	-	5,065	2,337	743	32%	2,337	68%
B172738	Office Equipment consumables - Other	391	35	-	426	2,460	2,069	84%	2,460	16%
B172820	Advertising	2,715	159	-	2,875	4,100	1,385	34%	4,100	66%
B172821	Printing	-	-	-	-	1,311	1,311	100%	1,311	0%
B172836	Wireless Broadband	359	-	-	359	570	211	37%	570	63%
	Total	5,388	3,666	-	9,053	51,240	45,852	89%	51,240	11%
	Net: B172 - Bushgardens Green Adelaide Funding Program	(45,852)	3,666	-	(42,187)	-	45,852		-	